

THE REPUBLIC OF UGANDA



MINISTRY OF LANDS, HOUSING
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Date 9th February 2017

The Chief Administrative Officer

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CIRCULAR ON GUIDELINES FOR THE IMPLEMENTATION OF THE DIRECTIVE TO COMPLY WITH PHYSICAL PLANNING PROCEDURES.

Reference is made to my earlier directive that appeared in the Newspapers (both the New Vision and the Daily Monitor) that took effect on 15th September 2016 regarding new compliance to Physical Planning procedures.

The Ministry of Lands, Housing and Urban Development has now prepared guidelines to operationalize the directive that is meant to ensure that Physical planning Committees (PPCs) at all levels effectively implement Physical Planning Laws, regulations and standards. The guidelines are intended to deter any varying interpretation from various actors involved in Land Management and Administration.

This is therefore to forward you the attached guidelines for smooth operation of your Physical Planning committees (PPCs). Please feel free to consult the Ministry at dennisfo@mlhud.go.ug

Thank you for your cooperation


Dorcas W. Okalany
PERMANENT SECRETARY

- CC: Minister of Lands Housing and Urban Development
- CC: Minister of State - Urban Development
- CC: Minister of State- Lands
- CC: RDC
- CC: LC V Chairperson
- CC: Chairperson District Land Board

MINISTRY OF LANDS, HOUSING AND URBAN DEVELOPMENT
GUIDELINES FOR IMPLEMENTATION OF THE DIRECTIVE TO COMPLY WITH THE
PHYSICAL PLANNING PROCEDURES .

Background:

Government has a responsibility of regulating the use of land under laws made by Parliament and Policies made from time to time. To this end, a regulatory framework has been put in place to ensure that land is planned, used and managed for the benefit of the present and future generations as we seek to transform the country into a modern society by 2040.

Some of the frameworks that have been put in place to guide planning and use of land include but are not limited to, The National Environment Act (1995), the Land Act (1998), National Land Use Policy (2007), the Physical Planning Act (2010), National Land Policy (2013), Physical Planning Regulations (2011) and National Physical Planning Standards and Guidelines (2011).

The Permanent Secretary, Ministry of Lands, Housing and Urban Development issued a directive that took effect on the 15th of September 2016, for all land applications to comply with Physical Planning procedures and requirements. To avoid differing interpretations of the directive, the Ministry is providing guidelines for use by all Local Governments, Institutions and other agencies that are involved in the land administration and management process.

The Ministry has developed the following guidelines to steer the implementation of the directive:-

1. Physical Planning procedures shall apply to all land tenure systems in the country.
2. Area Land Committees shall continue to be the first point of call for fresh land applications as stipulated by law.
3. All Applications dealt with by the Area Land Committees shall be forwarded to the respective Physical Planning Committee of that area for their planning input. (S.6 (4)-Land Act & S.14 (a, e)-Physical Planning Act, 2010).
4. All applications for subdivision, consolidation, lease renewal and extension shall be subject to consideration by the relevant Physical Planning Committee (PPCs) before they are received by the District Land Boards, Uganda Land Commission, sub-county recorders and Ministry Zonal Offices (S.51(1)- Physical Planning Act, 2010)..
5. All applications for sub-division and consolidation of land **SHALL** be accompanied by a dully filled Form P.P.A 2 (S.36. (1, 2, 3) - Physical Planning Act, 2010).

6. The decision arrived at by a Physical Planning Committee in respect of any application shall be communicated in writing to the applicant, District Land Board and Uganda Land Commission.

7. In respect of development and sub-division applications, the Physical Planning Committee decision shall be communicated on Form P.P.A. 3.
8. Physical Planning Committees shall while considering land applications, ensure that easements and common property resources are protected. For purposes of these guidelines, easements shall include but are not limited to; communal accesses, road reserves, railway reserves, utility lines / way leaves. Common property resources shall include dams, public water sources and public open spaces.
9. Accessibility to any piece of land being applied for is a prerequisite for approval.
10. Physical Planning Committees shall subject all land applications to National Environment Management guidelines and standards for the protection of natural resources such as rivers, lakes, forests, wetlands, wildlife reserves among others.
11. All approved land applications shall be submitted for registration to the respective Ministry Zonal Offices / Sub-county recorder or the Ministry headquarters for areas without zonal offices.
12. Any person aggrieved by the decision of a Physical Planning Committee in respect of an application, may within the prescribed legal period, from the date of that decision, appeal to the next higher Physical Planning Committee or National Physical Planning Board for recourse.



Dorcas W. Okalany

PERMANENT SECRETARY
