

Drainage & Permit Checklist

For diaspora owners planning to build in Ghana

Use this before you buy, design or start work

This checklist helps you organise questions and evidence. It is not a planning approval, flood assessment, survey, engineering certificate, title certificate, legal opinion or construction authorisation.

1. Site and planning position

- ☐ Exact site description, plot reference and local assembly recorded.
- ☐ Current planning scheme or zoning position requested from the responsible authority.
- ☐ Proposed use, building form and neighbouring context described.
- ☐ Drains, streams, watercourses, flood-sensitive areas and public rights-of-way discussed with the authority.
- ☐ Any unresolved planning condition recorded with the official contact and date.

2. Permit questions

- ☐ Authority confirms which development, building, renovation, change-of-use or other permits apply.
- ☐ Application reference, fee receipt and submission date recorded.
- ☐ Drawings and reports requested for this exact project are listed.
- ☐ Issued decision or permit is obtained—not only a receipt, stamped drawing or verbal assurance.
- ☐ Conditions, issue date, validity and outstanding approvals are recorded.

3. Evidence register

Item	Status / date	Source or owner
Planning / zoning		
Drainage / flood information		
Land documents supplied		
Architectural / structural drawings		
Soil / fire / environmental reports where required		
Permit decision and conditions		

4. Pause points

- ☐ Site, plan and land documents do not appear to match.
- ☐ Work has started while permit questions remain unresolved.
- ☐ A contractor presents a payment receipt as a final permit.
- ☐ Proposed use or drawings changed after submission.
- ☐ A specialist is needed for planning, surveying, drainage, structural, fire, environmental, legal, tax or title questions.

S.E.S boundary

S.E.S can organise supplied records, log dated observations and coordinate agreed checks. S.E.S does not provide or certify legal, planning, surveying, civil or structural engineering, environmental, fire, tax, financial or title matters and does not certify title, boundaries, permits, flood safety, drainage capacity, leases, tax liability or payments.

Sources checked 18 October 2026: Ablekuma West Municipal Assembly, “Development and Planning Permit”; Land Use and Spatial Planning Authority / Town and Country Planning Department, “Zoning Guidelines and Planning Standards”. Confirm current requirements with the responsible authority and qualified professionals.

Stewardship. Excellence. Service