

SPECIAL ISSUE

Marsabit County Gazette Supplement No. 3 (Acts No. 3)



REPUBLIC OF KENYA

**MARSABIT COUNTY GAZETTE
SUPPLEMENT**

ACTS, 2016

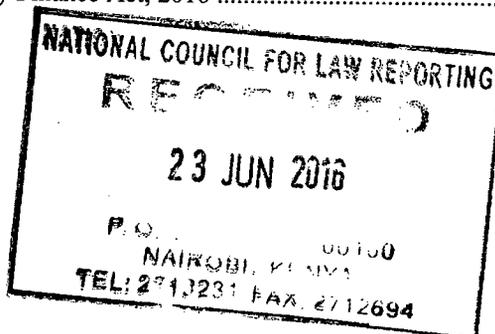
NAIROBI, 7th June 2016

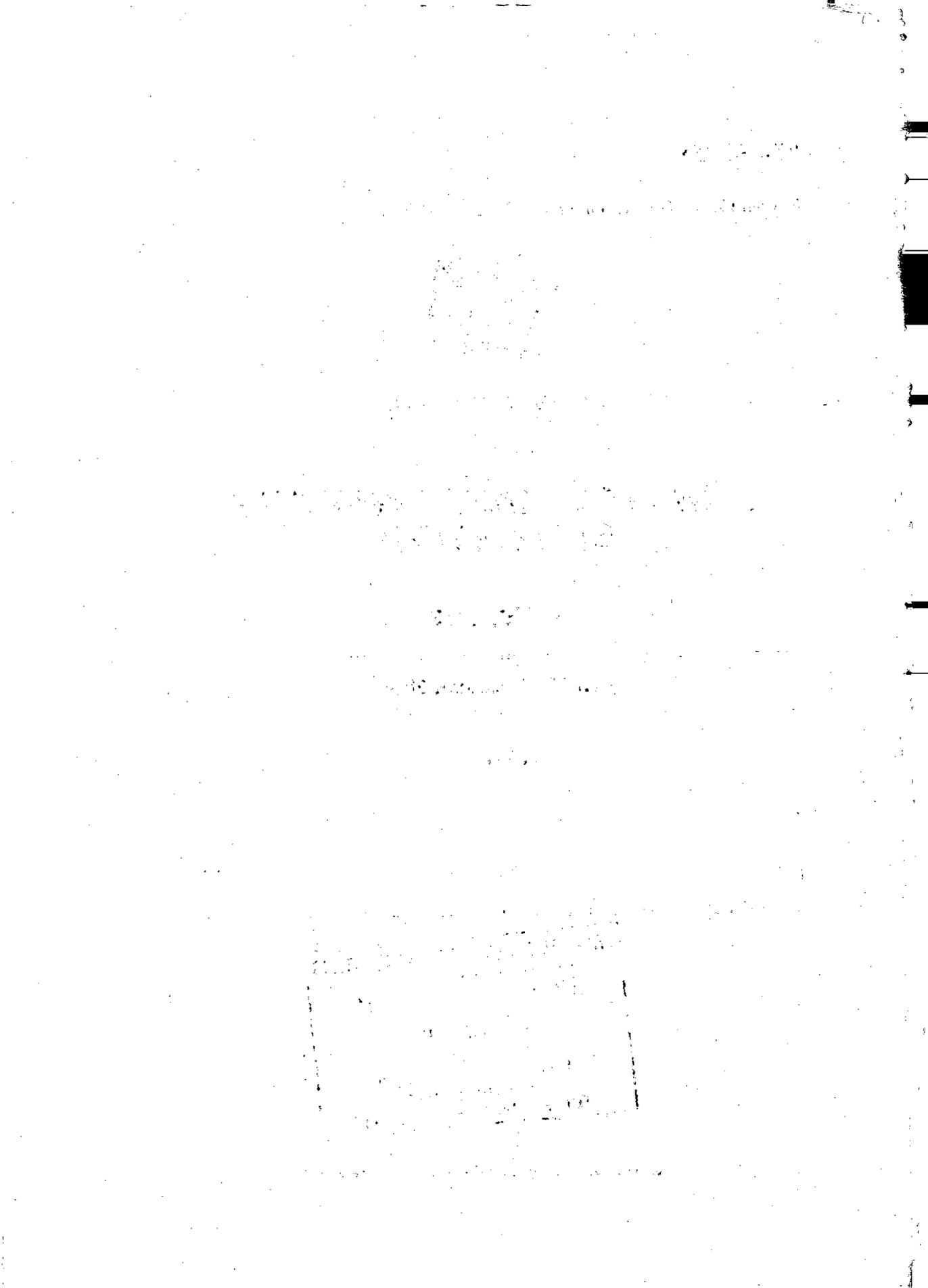
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THE MARSABIT COUNTY FINANCE ACT, 2016
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MARSABIT COUNTY FINANCE ACT, 2016**No. 3 of 2016***Date of Assent: 20th April 2016**Date of Commencement: 21st June 2016*

AN ACT of the County Assembly of Marsabit to provide for the imposition or variation of various taxes, fees, charges, licences, rents or rates for services and for connected purposes.

ENACTED by the County Assembly of Marsabit as follows—

PART I—PRELIMINARY**Short Title and Commencement**

1. This Act may be cited as the Marsabit County Finance Act, 2016 and shall come into operation on the date of publication in the Gazette.

Interpretation

2. (1) In this Act, unless the context otherwise requires—

“Authorized channel” means the manner in which a person may effect payment to the County, including but not limited to a person designated by the executive committee member pursuant to Section 157 of the Public Finance Management Act, 2012, to collect or receive revenue or any other mode of payment as may be prescribed from time to time;

“Business” means;

- (a) trade, commerce or manufacture, profession, vocation or occupation;
- (b) any other activity in the nature of trade, commerce or manufacture, profession, vocation or occupation;
- (c) any activity carried on by a person continuously or regularly, whether or not for gain or profit and which involves, in part or in whole, the supply of goods or services for consideration;

“Cess” means all taxes and or levies imposed under this Act and payable to the County Treasury;

“County” means the County Government of Marsabit;

“County public officer” means a county public officer within the meaning of Section 2 of the County Governments Act, 2012;

“County receiver of revenue” mean the persons appointed pursuant to Section 157 of the Public Finance Management Act, 2012

“County revenue collector” means the county public officer appointed pursuant to Section 158 of the Public Finance Management Act, 2012;

“Executive committee member” means the executive committee member for the time being responsible for matters relating to finance in the county;

“Fees” means the payments made to the relevant County Department in exchange for services rendered;

“License” means the permits granted by the relevant County Department to carry on trade under this Act or any other written law;

“Person” means a natural or juristic person;

“Rent” means payments made as provided by Section 7 of this Act

PART II—CHARGES, TRADE LICENCE FEES, RENT, INFRASTRUCTURE MAINTENANCE FEES

General Fees and Charges

3. (1) A person who wishes to carry out the activities specified in the First Schedule shall pay the fees specified in the last column of the relevant Part of that Schedule.

(2) A person who wishes to carry out any of the activities listed under Part IX of the First Schedule shall apply for a permit to the County.

(3) The County shall grant the relevant permit(s) to the applicant(s) upon payment of fees prescribed in the relevant Part of that Schedule.

(4) A person who contravenes any of the provisions of this section commits an offence.

Licence Fees

4. (1) A person shall not carry out any business or provide the services specified in the Second Schedule without a valid licence issued by the County.

(2) A person who intends to carry out any of the businesses listed in the Second Schedule shall apply for a licence or permit from the sub-county office where the business is located or from a designated agent as may be prescribed by the County from time to time.

(3) A person who applies for a licence under subsection (2) shall be issued with a licence upon payment of the fee specified in that Schedule.

(4) A licence or permit issued under subsection (3) shall be visibly displayed at the business premise at all times.

(5) A person who contravenes any of the provisions of this Section commits an offence.

Solid Waste, Environmental Management and Fees for Public Cemeteries

5.(1) A person who wishes to receive or carry out the services specified in the Third Schedule shall pay the fee specified in the relevant Part of that Schedule.

(2) A person who contravenes the provisions of this section commits an offence.

Parking Fees and Penalties

6.(1) A person who uses County parking shall be charged a fee specified in Part I of the Fourth Schedule.

(2) There shall be penalties for late payment of parking fees, impounding of vehicles as specified in part II of the Fourth Schedule.

Lands, Housing and Physical Planning Fee

7.(1) The County shall offer the services specified in the Fifth Schedule upon receipt of payment of the fee prescribed in the Last Column of that Schedule.

(2) A person who carries out development within the County without the appropriate planning approval shall be charged specific penalties specified in the Fifth Schedule.

(3) A person who wishes to construct a building or structure in the manner specified in the Fifth Schedule shall apply for a construction permit to the County Department responsible for physical planning.

(4) A person occupying a Land/Plot, stall or a building leased or rented out by the County shall pay rent at the rate specified in the last column of the relevant Part of the Fifth Schedule.

(5) The rent referred to under subsection (4) shall be due in case of—

(a) a plot, on the 1st day of January in each year;

(b) a house or a stall, on the 30th day of each month.

(6) A person who contravenes the provisions of subsections 5(a) or 5(b) may be evicted if he fails to pay the rent for three consecutive months.

(7) A penalty of three percent per month or a part thereof shall be charged on the outstanding rent on a plot that remains unpaid after 31st day of March.

(8) The County may repossess the plot referred to under subsection 4 above if the person fails to pay the rent for more than three consecutive years.

(9) A person who wishes to display advertisements and signage in the manner specified in the Fifth Schedule shall apply for a permit to the County department responsible for physical planning.

(10) A person who wishes to advertise in the manner specified in the fifth Schedule shall apply for a permit to the County Department responsible for physical planning.

(11) The Department may grant the necessary permit referred to under subsection 10 upon payment of fees prescribed in the Schedule.

(12) A person who contravenes any of the provisions of this section commits an offence.

Market Fees

8. (1) There shall be a fee for access of markets or stalls for the sale of goods, foods, animals or products as specified in Part 1 of the Sixth Schedule.

(2) A person who wishes to access the markets or the stalls for the sale of goods, foods, animals or products shall pay the fees specified in the last column of Part 1 of the Sixth Schedule.

(3) A person who contravenes any of the provisions of this section commits an offence.

Hire of Machinery

9. (1) A person shall not use County machines without permission from the relevant county authority.

(2) A person who wishes to use a county machine shall apply to the relevant authority within the sub county.

(3) The relevant County authority may grant the application under subsection (2) above.

(4) A person who contravenes the provision of this section commits an offence.

Fees for use of County stadium, Grounds or Halls

10. (1) A person shall not use the County Stadia, grounds or hall specified in Part II of the Seventh schedule without permission from the relevant county authority.

(2) A person who wishes to use the County Stadia, ground or hall specified in Sub Section 1 above shall apply for a permit to the relevant county authority.

(3) The relevant county authority may grant the permit referred to in subsection (2) upon payment of fees prescribed in the last column of the relevant part of that Schedule.

(4) A person who contravenes any of the provisions of this section commits an offence.

Food and Drugs permit and health services

11. (1) A person shall not sell the products, operate the business or receive the services specified in Part I of the Eighth Schedule without a permit from the relevant county authority.

(2) A person who wishes to sell the foods or drugs or receive the County services specified in the Eighth schedule shall apply for a permit from the Department responsible for Public Health.

(3) The Department may grant the permit or provide the services specified in the Schedule upon payment of the fee specified in that schedule.

(4) A person who contravenes any of the provisions of this section commits an offence.

Livestock and Veterinary Services Fees

12. (1) A person shall not carry out any business or provide the services specified in Part II or III of the Eighth Schedule unless authorized to do so by the relevant County Department.

(2) A person who wishes to carry out any of the business or provide the services specified in Part II or III of the Eighth Schedule shall apply for a permit to the relevant County Department.

(3) The relevant County Department may grant the permit under subsection (2) upon payment of fees prescribed in that schedule.

(4) A person who contravenes any of the provisions of this section commits an offence.

Public Health Services

13. A person who receives health services from the health centres in the County shall be charged a fee specified in Part I of the Eighth Schedule.

Infrastructure Maintenance Fee

14. (1) A person who operates a quarry or transports quarry products from, into or through the County shall pay a fee specified in Part I of the Ninth Schedule for the maintenance of infrastructure.

(2) A person transporting agricultural products from, into or through the County shall be charged a fee specified in Part II of the Ninth Schedule for the maintenance of infrastructure.

Tax Waivers, Variations

15. The executive committee member may exempt, waive or vary fees or charges payable under this Act in accordance to the criteria prescribed in the regulations.

Amendments to the Schedules

16. (1) The Executive Committee Member may by order published in the gazette amend any of the Schedules.

(2) Any order made under subsection (1) shall be laid before the County Assembly without unreasonable delay, and unless a resolution approving the order is passed by the County Assembly within the next twenty one days on which it next sits after the order is so laid, the order shall lapse, but without prejudice to anything previously done there under.

PART III—PAYMENT**Payments to the County**

17. (1) All payments to the County shall be paid through an authorized channel.

(2) A County Revenue Collector or enforcement officer enforcing this Act shall have an identification card issued by the County

(3) The identification card issued under subsection (2) shall be worn visibly by the officer when carrying out any of the functions under this Act.

(4) A county official receipt shall be issued for all payments made to the County

(5) Any payment made to the County shall be evidenced by a county official receipt.

(6) A person shall not receive or collect any money on behalf of the County unless he has been authorized to do so.

(7) A person who contravenes the provisions of this Section commits an offence.

Appointment and Duties of an Agent

18. (1) In this section—

“Agent” means a person appointed as such under subsection (2)

“a notice” means a notice issued by the executive committee member appointing an agent;

(2) The Executive Committee Member may by written notice addressed to any person—

(a) Appoint him or her to be an agent of the County for the purposes of collection or recovery of charges, permit fees, licence fees, rent, cess and such other fees, as may be necessary for carrying out the purposes of this Act;

(b) Specify the amount of charges, permit fees, licence fees, rent, cess and such other fees to be collected or recovered by the agent.

(3) An agent appointed under this section shall enforce, ensure due compliance with the provisions of this Act and remit all revenue collected to the county receiver of revenue or as may be otherwise instructed in the appointment notice.

(4) Where an agent claims to be, or to have become unable to comply with subsection (2), he/she shall, within seven working days, notify the executive committee member in writing, setting out fully the reasons for his inability to comply, and the executive committee member shall accept the notification and cancel or amend the appointment notice accordingly.

(5) Unless and until a notification is given by an agent under subsection 4, sufficient moneys for the payment of charges, permit fees, licence fees, rent, cess and such other fees specified in the agent's appointment notice shall be presumed to be held by him and this money shall be due and payable to the County.

(6) For the purposes of this section, the executive committee member may, by notice in writing, at any time, require any person to furnish him or her, within reasonable time not being less than seven days from the date of service of the notice, with information showing any moneys which may be held by the agent for, or due by him to the County Government.

(7) Where an agent fails to pay an amount of money collected under this section within the time specified in the notice, the provisions of this

Act relating to the collection and recovery of revenue shall apply to the collection and recovery of that amount as if it were revenue due and payable by the agent, the due date for the payment of which was the date upon which that amount should have been paid to the County Government under this subsection.

(8) An agent who makes a payment to the County Government under this section shall for all purposes be deemed to have acted under the authority of the County Government and shall be indemnified in respect of that payment against all proceedings, civil or criminal, and all processes, judicial or extrajudicial, notwithstanding any provisions to the contrary in any written law, contract or agreement.

PART IV—OFFENCES AND PENALTIES

General Penalty

19. A person who commits an offence under this Act for which no penalty is provided shall be liable, on conviction, to a fine not exceeding fifty thousand shillings or to imprisonment for a term not exceeding one year or both.

Offences by Staff of the County

20. A member of staff of the County or any other person having a duty to perform under this Act who –

(a) makes, in any record, or document required to be kept or made by that person, an entry which he or she knows or has reasonable cause to believe not to be true or to be false;

(b) Wilfully refuses to do anything which he or she knows or has reasonable cause to know is required to be done;

(c) interferes with any other person or process under this Act, so as to defeat the provisions, requirements or purposes of this Act;

(d) where required under this Act to do anything to give effect to the provisions of this Act, fails to do such thing;

(e) without reasonable cause omits to do something in breach of his or her duty under this Act;

(f) wilfully contravenes the provisions of this Act to give undue advantage or favour to another person; or

(g) fails to prevent or report to the County Government or any other relevant authority, the commission of an offence committed under this Act;

Commits an offence and is liable on conviction, to a fine not exceeding fifty thousand shillings or to imprisonment for a term not exceeding one year, or both.

PART V—MISCELLANEOUS

Savings

21. (1) Any charges, permit fees, licence fees, rent, infrastructure maintenance fee and such other fees payable to the County at the commencement of this Act but which are not included in any of the Schedules to this Act, shall continue to apply under the existing by-laws of the defunct local authority until such by-laws are specifically repealed or replaced by county legislation.

(2) All directions, resolutions, orders and authorizations on, or relating to financial management, including the collection and administration of fees and charges given or issued by the previous county councils, before the commencement of this Act shall be deemed to have been given, issued or made by or under the authority of the County Assembly until the expiry or repeal of those directions, resolutions, orders and authorizations, and shall continue, with the necessary modifications, to apply, be paid and administered under this Act:

Provided that this sub-section shall also apply to such fees and charges levied by various ministries and departments of the National Government in respect of functions devolved to the county under Part 2 of the Fourth Schedule of the Constitution which fees and charges shall be levied by the County on performance of the devolved functions.

(3) All references to Councils shall include all Local Authorities as were defined under the now repealed Local Government Act, Cap 265 of the Laws of Kenya.

Cessation

22. Unless otherwise provided in this Act, the rates for fees, charges, licences, cess or rent applicable to the goods, services or activities listed in the Schedules before the commencement on this Act shall cease to apply.

Regulations

23. The Executive Committee Member may make regulations for the better carrying out of the purposes and provisions of this Act.

SCHEDULES**FIRST SCHEDULE****PART I—GENERAL CHARGES**

The following charges shall be levied on the services listed in second column at the rate specified in the last column.

<i>S/No.</i>	<i>Item Description</i>	<i>Charges (KSh.)</i>
1.	General Charges	
a)	Eviction from County Government house and stalls	1,500
b)	Application for new plots/Stalls (not refundable)	500
c)	Application for caution on land	2,000
d)	Discharge of charge (loan)	1,000
e)	Sale of Market Plan per copy	1,500
f)	Sale of budget copy	500
g)	Sale of project copy	1,000
h)	Perusal of county plan	500
i)	Clearance certificate for rates and rents Per certificate	1,000
j)	Penalties for R/D cheques Per cheque	3,000
k)	Search fees for lost documents Per search	500
l)	Issuance of duplicate documents (certified) Per document	1,000

PART II—Registration Fees

The fees specified in the Third column shall be charged for the services specified in the second column.

<i>S/No.</i>	<i>Item Description</i>	<i>Charges (KSh.)</i>
2.	Registration Fees	
a)	Annual Trade License Registration Fee	400
b)	Change of Registration	600
c)	Change of Business Ownership	3,000
d)	Change of Business Location	1,000
e)	Change of Business Name	1,000
f)	Penalty for late payment of annual trade licence	30% plus Licence amount
g)	Land/Plot Application form	300
h)	Plot Registration fees- Individual	5,000
i)	Plot registration fees- Institution/ Corporate	15,000

PART III—GENERAL CHARGES FOR NON-ANNUAL TRADERS

The following activities shall be charged the fee specified in the last column where the trader is not in possession of Annual Trade License issued under the Second Schedule.

S/No	Item Description	Unit of Measure	Charges (KSh.)
3.	Hawkers		
a)	Hawkers (outside CBD)	Per day	50
b)	Hawkers during special occasion	Per day	100
4.	Amusement/ Recreation services		
a)	Camel/ Horse	Per day	100
b)	Manual Miniature car	Per car/day	100
c)	Motorized miniature/ motor bike	Per unit/ day	100
d)	Fixed swing	Per seat/ day	50
e)	Mobile/ manual swing	Per day	100
f)	Bouncing castle	Per unit/day	200

PART IV – FIRE FIGHTING AND OTHER SERVICES

The following services shall be charged the fee specified in the last column

S/No.	Items Description	Unit of Measure	Charges (KSh.)
8.	Fire safety inspections		
a)	Fire safety inspection in a factory (medium)	Annual	3,000
b)	Fire safety inspection in a factory (large)	Annual	4,000
c)	Banks	Annual	3,000
d)	Other financial institutions	Annual	2,500
e)	Exhibitions in stalls	Annual	1,500
f)	Premises storing dangerous flammable materials e.g. LPG and Kerosene fuel Pumps	Annual	2,000
g)	LPG refilling plants	Annual	3,000
h)	Petrol stations	Annual	3,000
i)	Supermarkets (large)	Annual	3,000
j)	Supermarkets (medium)	Annual	2,500
k)	Mini super markets	Annual	2,000
l)	Wholesale shops	Annual	2,000
m)	Pub, restaurant with accommodation	Annual	3,000
n)	Restaurants	Annual	2,000
o)	Pub & restaurant	Annual	2,500
p)	Universities	Annual	9,000
q)	Universities outside the county	Annual	15,000
r)	Colleges	Annual	4,000
s)	Colleges outside the county	Annual	7,000
t)	Private primaries schools	Annual	2,500
u)	Commercial building of five floors and above	Annual	4,000
v)	Private secondary schools	Annual	3,000
w)	Private hospitals	Annual	3,000
x)	Hostels	Annual	2,000
y)	Issue of fire clearance certificate after Inspection	Per certificate	1,000
z)	Scrutiny of development plans on fire safety	Per plan	3,000
aa)	Annual fire inspection certificate (within the County)	Per certificate	5,000
bb)	Commercial and industrial premises	Annual	2,500
cc)	Animal feeds and maize millers	Annual	2,000

PART V – REGISTRATION OF SELF HELP GROUPS AND EDUCATION INSTITUTIONS

The following services shall be charged the fee specified in the last column

S/No.	Item Description	Charges (KSh.)
10.	Registration of self help groups	
a)	Approval of registration of youth, men and women groups per annum	1,000
b)	Renewal of registration of youth, men and women groups per annum	500
c)	Approval of registration of Community Based Organizations per Annum	2,000
d)	Renewal of registration of Community Based Organizations per Annum	1,000
11.	Registration of Education Institutions	
	Application fees for Registration.	500
	Approval Fees for Registration.	
a)	Registration of Private Early Childhood Education	3,000
b)	Registration of Public Early Childhood Education	2,000
c)	Registration of Public Village Polytechnics	5,000
d)	Registration of Private Village Polytechnics	10,000
e)	Registration of Public Primary School	2,000
f)	Registration of Public Secondary School	3,000
g)	Registration of Private Primary School	4,000
h)	Registration of Private Secondary School	6,000

PART VI – IMPOUNDING AND DEMURRAGE CHARGES

The fees specified in the Third Column shall be charged for impounding or demurrage charges on animals and other items

S/No.	Item Description	Charges (KSh.)
13.	Impounding Fee	
a)	Goats/Sheep each per day	50
b)	Donkeys/Cattle each per day	100
c)	Other items	100
14.	Demurrage Charge per head per Stray Animal per day	
a)	Sheep/Goat	50
b)	Cattle/Donkey	100

PART VII – FEES FOR TENDER FORMS AND QUANTITY SURVEY SERVICES FOR PUBLIC WORKS

The fees specified in the last column shall be charged for tender forms and quantity survey services for public works

S/No.	Item Description	Unit of Measure	Charges (KSh.)
15.	Tender Forms		
	Application For Tender Forms (issued by County Government)	Per Tender	1,000
16.	Quantity Survey Services for Public Works		
	Tender Value (KSh.)		
a)	0 - 3,000,000	Per tender	3,000

S/No.	Item Description	Unit of Measure	Charges (KSh.)
b)	3,000,001 - 20,000,000	Per tender	4,000
c)	20,000,001 - 50,000,000	Per tender	6,000
d)	50,000,001 and over	Per tender	8,000

PART VIII—COUNTY PARKS, RESERVES AND OTHER CHARGES

The fees specified in the Second column shall be charged for entry in to County Parks, Reserves and other Charges.

Item Description	Charges (KSh.)
Park Entrance Fees (Gazetted Rates)	
Adult Non Residents	\$ 70
Child Non Residents	\$ 40
Adult Resident	500
Adult Citizen	1000
Students/ Organized group (Non-Resident)	\$ 40
Vehicle Charges	
Less than 6 seats	400
6 to 12 seats	1,000
24 to 25 seats	4,000
Vehicle Stationed in the Park	
(1 to 2 tones)	35,000
(5 tones and above)	50,000
(Delivery Vehicle per entry 2 to 5 tones)	4,000
Aircraft Landing	
3 to 15 seater	1,000
16 to 21 seater	1,500
22 and above	2500
Camping Fees	
Adults Non Residents	150
Child Non Resident	100
Adult Resident	50
Child/Student Resident	50
Student Non Resident	100
Filming Fee	
Filming fee inside the reserve per Day	
1 to 10 crew	10,000
11 to 20 crew	20,000
20 and above	40,000
Filming fee outside the reserve	50,000
Environmental mitigation	1,000,000
Others	
Bush Dinner/ Walking trails per person per day	1,000

PART IX—PUBLIC WORKS AND UTILITY CHARGES

The fees specified in the Third Column shall be charged for the activities specified in the second column

	<i>Item Description</i>	<i>Charges (KSh.)</i>
	Way leave Charges of Underground Surface, Overhead Cables/Towers/Masts/Poles within County Jurisdiction	
a)	Ground or overhead cables per metre per annum	100
b)	Fibre Optic per metre per annum	100
c)	Masts per mast per annum	25,000
d)	Towers per tower per annum	25,000
e)	Poles per pole per annum	50
	Approval Fee for Installation of Communication Equipment	
a)	Below 10 metres	6,000
b)	Above 10 metres	8,000
	Road Engineering Fees	
a)	Road Cutting (Tarmac) per metre	10,000
b)	Road Cutting (Other roads), per metre (excluding water connection services)	6,000
c)	Road closure permit (tarmac) per day	50,000

PART X—FISHERIES LICENSES

The fees specified in the Third Column shall be charged for services specified in the Second Column.

	<i>Types of Licence</i>	<i>Charge (KSh.)</i>
a)	Fish Traders Licence per year	1,000
b)	Movement Permit per Consignment	500
c)	Fish foot licence per year	300
d)	Crew licence per week	400
e)	Boats- Fibre per year	2,000
	-Wooden per year	500
	Fish Movement Charges	
a)	Dry fish-Lorry 20 Tons. Per lorry	10,000
b)	Dry fish-Lorry 10 Tons. Per lorry	5,000
c)	Fresh Fish- Per Truck	6,000
d)	Fish Fillets to Ethiopia. Per Kgs	10
e)	Dry fish-To Turkana by Boat. Per fish	30 cents
f)	Fish to Ethiopia. Per Fish	Ksh.1
g)	Nile Perch bladder per Kgs	100
	Sport Fishing Licence	
a)	Per boat per day	1,000

PART XI—FEES FOR COOPERATIVE SERVICES

The fees specified in the Third Column shall be charged for services specified in the Second Column.

S/No.	Item Description	Charges/ Fees in KSh.
	General Charges/Fees	
a)	Registration of new society	5,000
b)	Change of name	3,000
c)	Official search	1,000
d)	Certification of documents	2,000
e)	Amendment of regulations/rules	2,000
f)	Request of inspection by a creditor	50,000
g)	Request of inspection by a member	5,000
h)	Refusal to allow inspection	100,000
i)	Penalty for Failure to register charges	5,000
j)	Audit fee by the department	8,000
k)	Use of word "cooperative" without approval	100,000
l)	Supervision fee of accounts audited by external auditors	10% of fees charged
m)	Renewal of certificate of registration	2,000
n)	Registration of charge	3,000
o)	Approval of audit firms	10,000
p)	Appeals to County Executive	3,000

SECOND SCHEDULE**TRADE LICENCE FEES FOR VARIOUS BUSINESSES****General Traders and Retail Services**

The following trade license fees shall be charged on the business listed in Second Column at the rate specified either in the Third or Fourth Column depending on the zone.

BRIMS CODE	CATEGORIES OF BUSINESS		
	Item Description	(Urban) Marsabit & Moyale Town ship	(Rural) Other Sub counties
1.00	GENERAL TRADERS SHOPS AND RETAIL SERVICES		
	This category includes traders, wholesalers, hypermarkets, departmental stores, supermarkets, showrooms, Green grocery, boutiques, exhibitions, retail shops, chemists, take-away, butcheries, Agro vet Shops, kiosks		
100	Mega Store, Hyper-supermarket: large multi-departmental store, hypermarket over 100 employees or premises over 3000 sq.m in prime location	20,000	15,000
105	Wholesale store	10,000	8,000
	Large trader shop	9,000	4,000
110	Medium trader shop or General retail service	5,000	3,000
115	Small trader shop or retail service	2,500	1,200
120	Kiosk: Light or temporary construction	2,000	1,000
125	Other Retail Traders, Stores, Shops and Services/Miraa store	2,500	1,000
130	Electronics shop/Barbershop/playstation/Videoshow	3,500	2,500
135	Timber sale/Workshop/Cosmetic shop/stationeries/Bookshop/Maize store	10,000	5,000
140	Hardware shop	12,000	6,000
2.00	INFORMAL SECTOR		
	Including hawkers, street vendors, small traders and service providers operating on the streets, veranda or temporary building		
200	1 hawker with motor vehicle	3,000	2,000
205	1 hawker without motor vehicle	2,000	1,500
210	Small informal sector trader / service provider e.g. Shoe shiner, shoe repairer, street vendor (newspapers, soda, sweets, cigarettes etc.) Resident hawkers and vendors	1,500	1,000
	Non-resident hawkers and vendors	5,000	3,000
215	Semi-permanent informal sector trader: Up to 2 persons in verandah or temporary building	1,000	500
220	Other informal sector	2,000	1,000

3.00	TRANSPORT, STORAGE, COMMUNICATIONS AND BUILDING CONTRACTORS		
	Includes maritime and airlines / international carriers / freight forwarders / operation of taxis, matatus, buses, lorries, planes, boats / driving school / tours / safari operator - owned and hired vehicles. Fixed line and wireless communication providers / IT support companies / private vehicles parking / petrol stations / storage facilities / cold storage facilities. Publishing companies, e.g. newspapers, books, texts / radio / TV broadcasters / film producers, Building contractors		
300	Large transport company	30,000	25,000
305	Medium transport company	10,000	8,000
310	Small transportation company	7,500	6,000
315	Independent transport operator	3,000	2,500
320	Large petrol filling station, with garage / workshop and spares retail shop	20,000	15,000
325	Medium petrol filling station with garage / workshop or spares retail shop	18,000	12,000
330	Small petrol filling station: Up to three pumps and without garage /workshop or retail shop	15,000	10,000
335	Garage with spare parts	8,000	7,000
340	Garage with out spare parts	5,000	4,000
345	Spareparts shop	5,000	4,500
350	Large cold storage facility: Over 1,000 sq.m, insulated walls, cold production equipment	20,000	20,000
355	Medium cold storage facility: From 101 - 1,000 sq.m	15,000	10,000
360	Small cold storage facility: Up to 100 sq.m	6,000	5,000
365	Large storage facility: Over 5000 sq.m go down / warehouse liquid storage tanks complex	20,000	20,000
370	Medium storage facility: From 1000 - 5000 sq.m	16,000	12,000
375	Small storage facility- Up to 1000 sq.m	8,000	6,000
380	Large communications company: Over 100 employees & / or premises over 5,000 sq.m	30,000	30,000
385	Medium communications company: 16 - 100 employees & / or premises of 1500 - 5,000 sq.m	25,000	25,000
390	Small communications company: up to 15employees & / or premises of 1,500 sq.m	12,000	10,000
395	Other transport, storage and communications	4,000	4,000
396	Large contractors NCA Class 1 to 2	20,000	20,000
397	Medium contractors NCA class 3 to 4	15,000	15,000
398	Small contractors class NCA 5, 6 and above	12,000	12,000
4.00	ACCOMMODATION AND CATERING		
	Includes international hotels / tourist camps / outside catering / lodging houses / restaurants / bars / eating houses / tea & coffee houses / butcheries with meat roasting & or soup kitchen facilities / membership clubs / nightclubs & casinos		
400	Large high standard lodging house with over 30 rooms	35,000	15,000
405	Medium high standard lodging house hotel with 10-30 Rooms	20,000	10,000
410	Small high standard lodging house with up to 5-10 rooms	12,000	8,000

415	Large lodging house with restaurant and / or bar B/C class basic standard with over 15 rooms	30,000	15,000
420	Medium lodging house with restaurant and / or bar B/C class basic standard with 6 to 15 rooms	20,000	12,000
425	Small lodging house with restaurant and / or bar B/C class basic standard with up to 5 rooms	15,000	10,000
430	Large lodging house B/C class basic standards with over 15 rooms	20,000	13,000
435	Medium lodging house B/C class basic standard with 6 to 15 rooms	12,000	10,000
440	Small lodging house B/C basic standard with up to 5 rooms	10,000	5,000
445	Large restaurant with bar / membership club with over 30 customers / members	20,000	12,000
450	Medium restaurant with bar / membership club with 11 - 30 members / customers	12,000	8,000
455	Small restaurant with bar /membership club; Up to 10 customers / members	7,500	4,000
460	Large eating house / snack bar / teahouse / outside catering / hotel with no lodging or alcohol served with 20 - 50 customers	10,000	5,500
465	Medium eating house; snack bar / teahouse / no lodging or alcohol served; 6- 20 customers	8,000	4,500
470	Small eating house; snack bar / tea house / hotel with no lodging or alcohol served; Up to 5 customers	5,000	2,000
475	Small eating-house; snack bar / tea house / hotel with no lodging or alcohol served; temporary structure. Tea Kiosk	3,500	2,000
480	Butchery with roast meat/without; Any size	5,000	2,500
485	Large bar / traditional beer seller; Over 50 customers, Dealers	12,000	8,000
490	Medium bar / traditional beer seller; 16-50customers	7,500	4,000
495	Medium bar / traditional beer seller; up to 15 customers	6,500	3,500
496	Large night club / casino; Over 500 sq.m	20,000	15,000
487	Medium night club / casino; 101 - 500 sq.m	15,000	10,000
498	Small night club / casino; Up to 100 sq.m	10,000	7,000
499	Other catering and accommodation	5,000	3,500
5.00	AGRICULTURE, FORESTRY AND NATURAL RESOURCES EXTRACTION		
500	Large agricultural producer, processor, dealer, exporter with over 50 employees	25,000	20,000
505	Medium agricultural producer, processor, dealer, exporter with 11- 50 employees	15,000	10,000
510	Small agricultural producer, processor, dealer, exporter with up to 10 employees	7,500	5,000
515	Large mining or natural resources extraction operation with over 50 employees	100,000	100,000
520	Medium Mining or Natural Resources Extraction operation with 4- 50 employees	75,000	75,000
525	Small mining or natural resources extraction operation with up to 3 Employees	15,000	15,000
530	Other Agricultural, Forestry and Natural Resources	4,500	4,500

540	Stone quarrying permit	10,000	10,000
550	Sand quarrying permit	10,000	10,000
6.00	PROFESSIONAL, TECHNICAL AND FINANCIAL SERVICES		
	Legal / financial management / engineering / architecture / valuing / surveying / data processing / liaison offices / landlord or care taker offices / accountancy / secretarial support / stock & insurance brokerage / agencies / clearing & forwarding / import & export / bookmaking / casinos / international affiliation / cleaning services / cybercafés / bureaux / security services etc. / bank head office / branch / money lender / hire purchase / real estate / property developers / SACCO / co-operative societies		
600	Large professional services firm with over 10 practitioners and/or international affiliation	50,000	30,000
605	Medium professional services firm from 3 to 10 practitioners	15,000	10,000
610	Small professional services firm; up to 2 practitioners	7,500	5,000
615	Independent technical operator / 1 person acting individually / typist / accountant / book-keeper etc.	5,000	3,000
620	Large financial services including Banks, Saccos and co-operative societies with over 25 employees & / or premises over 300 sq.m	75,000	45,000
625	Medium financial services including Saccos and co-operative societies with 6 – 25 employees & / or premises of 100 – 300sq.m	20,000	15,000
630	Small financial services including Saccos and co-operative societies with up to 5 employees & / or premises up to 100sq.m	7,000	5,000
	Large financial services including SACCO and co-operative societies with membership of over 5 employees & / or premises of over 100sq.m	20,000	7,000
635	M-PESA dealer	7,500	6,000
640	M-PESA agent	4,000	1,500
645	Other Professional and Technical Services	4,500	4,000
650	Money points / ATMs / money machines separate from branch / office (per ATM)	20,000	20,000
655	Large cyber cafes / bureaux with over 20 computers / machines	8,000	6,000
660	Medium Cyber cafes / bureau with 6 – 20 computers / machines	6,000	4,000
665	Small Cyber cafes / bureau with 2 – 5 computers / machines	4,000	2,000
670	Other professional and technical services with 1 computer / 1 Machine	3,000	1,500
7.00	PRIVATE EDUCATION, HEALTH AND ENTERTAINMENT		
	Private education institution including nursery / primary or secondary school / polytechnic / professional training centre / computer management / accountancy / secretarial / technical professions / universities / private health clinics / doctors surgeries / consulting offices of doctors / dentists / physiotherapists / physiologists & other health professionals / herbalists and traditional medicine practitioners / funeral homes / entertainment facilities including cinema / theatre / video shows / amusements arcade / juke box / arcade games / machines arcade / sports club / gym / massage parlors		

700	Private higher education institutions; any type of private university, college or higher education institution	20,000	18,000
705	Large private higher education institution; Over 100 pupils or fees over KSh 50,000 per year	15,000	13,000
710	Medium private education institution; from 31 to 100 pupils	12,000	10,000
715	Small private education institution with up to 30 pupils	10,000	8,500
720	Large private health facility hospitals, clinic, nursing home etc. providing over 30 beds overnight, Funeral home	30,000	30,000
725	Medium private health facility; providing overnight accommodation with capacity from 11 to 30 beds	25,000	20,000
730	Small private health facility; Providing overnight accommodation with capacity up to 10 beds	15,000	13,500
735	Health clinic / doctor's surgery/ doctor / dentistry / physiotherapist/ psychologist or other health professional office with no overnight accommodation available	7,500	5,000
740	Resident Traditional health services; herbalist traditional healer etc.	1,000	1,000
	Non Resident Traditional health services; herbalist traditional healer etc	2,000	2,000
745	Large entertainment facility; cinema / theatre / video show / amusement arcade / games machines arcade / sports club / gym etc. over 100 seats / over 10 machines / over 50 members	15,000	12,500
750	Medium entertainment facility with 50 - 100 seats / 4 - 10 machines / 16 - 50 members	10,000	7,500
755	Small entertainment facility with up to 50 seats / up to 3 machines / up to 15 members	7,500	6,000
760	Other education, health and entertainment services	5,000	5,000

THIRD SCHEDULE**PART I –SOLID WASTE MANAGEMENT SERVICE**

The fees specified in the Fourth Column shall be charged for services specified in the Second Column

S/No.	Item Description	Unit of Measure	Charges (KSh.)
	Solid Waste Management Charges		
1.	Waste Charges		
a)	Rent for Public Toilets	Per toilet /month	As per contract
b)	Public toilets deposits	Equivalent to three months rent	
c)	Permit for Mobile Toilet	Per unit /annum	3,000
d)	Exhauster services	per trip	2,000
2.	Tipping Charges		
a)	Domestic waste	Per ton	100
b)	Industrial waste	Per ton	10,000
c)	Commercial / institutional	Per ton	300
d)	Collection of construction waste	Per ton	1,500
e)	Tipping of construction and demolition waste	Per ton	300
f)	Allocation of tipping sites	Per Annum	50,000
3.	Environmental impact Assessment/Audit Approval fees		
	Environmental impact Assessment/Audit Approval fees.	Per Project	0.05% of the project cost
8.	Fees for Other Environmental Charges		
a)	Incinerator permit	Per unit /annum	10,000
b)	Recycling Permit	Per facility	3,000
c)	Registration of Environmental Community Based organization (CBO)	Per CBO/annum	3,000
d)	Sale of environmental policy document	Per document	5,000
e)	Collection and transportation of solid waste permit (youth groups, women & Person with disability)	Per permit/annum	12,500
f)	Community Based Organization permit	Per permit /annum	10,000
g)	Collection and transportation of solid waste (Private companies) permit	Per permit /annum	20,000
h)	Quarrying permit	Per acre	10,000
i)	Demolition Permit Application Form	Per 3 Months	500
j)	Demolition Permit	Per 3 months	5,000
k)	Drainage system inspection certificate	Per Instance	3,000

PART II –ENVIRONMENTAL MANAGEMENT SERVICES FEES

The fees specified in the last column shall be charged for the services specified in the Second Column

S/No.	Item Description	Unit of Measure	Charges (KSh.)
a)	Firewood/Charcoal	per unit	20
b)	Firewood/Charcoal	Per Tonne	300

c)	Tree gum/Rossin cess	Per Bag	100
d)	Consent to prospect fee for mining	Per consent	15,000
e)	Renewal fee for prospecting	Per renewal	5,000
	Charges for Noise pollution		
a)	License for noise pollution	Per licence	2,000
b)	Application fee for noise pollution	Per Application	200
c)	Permit for noise pollution and excessive vibration	Per Permit	5,000
d)	Application for permit for noise pollution and excessive vibration	Per Application	500

FOURTH SCHEDULE**PART 1—TRANSPORTATION SERVICES**

The fees specified in the last column shall be charged for parking or registration services as specified in the Second Column

1.	Public Service Vehicle Seasonal Tickets	Charge (KSh.)
a)	5 seater and below, per month	1,000
b)	6 - 9 seater, per month	1,500
c)	10 - 14 seater, per month	2,400
d)	15-24 seater, per month	3,000
e)	25 -34 seater, per month	3,500
f)	35-44 seater, per month	4,000
g)	45-54 seater, per month	4,500
h)	55 seater and above, per month	5,000
i)	Registered Taxi, per month	1,000
j)	Tuktuk, per month	500
k)	Motorcycle/bodaboda, per month	200
l)	PSV per entry for 14 seater and below without monthly Stickers	100
m)	PSV per entry above 14 seater and without monthly stickers	150
2.	Street parking (daily charges)	
a)	Saloon/pick up/station wagon	50
b)	Omni bus/Omni truck	100
c)	Bus/transport truck	200
d)	Truck with trailer	300
3.	Street parking (monthly charges)	
a)	Saloon /pick up	1,200
b)	Omni bus/Omni truck	2,500
c)	Bus/transport truck	4,500
d)	Truck with trailer	7,500
4.	Street parking (quarterly charges)	
a)	Saloon /pick up	3,600
b)	Omni bus/Omni truck	7,500
c)	Bus/transport truck	13,500
d)	Truck with trailer	22,500
5.	Reserved Parking (Quarterly)	
a)	Saloon/Pick up	7,000
b)	Omni Bus/ Omni Truck	10,000
c)	Bus/ Transport Truck	15,000
d)	Truck with trailer	20,000
6.	Reserved Parking (Half Yearly)	
a)	Saloon/Pick up	9,000
b)	Omni Bus/ Omni Truck	18,000
c)	Bus/ Transport Truck	28,000
d)	Truck with trailer	36,000
7.	Reserved Parking (Annual Charges)	
a)	Saloon/Pick up	18,000
b)	Omni Bus/ Omni Truck	36,000

c)	Bus/ Transport Truck		56,000
d)	Truck with trailer		70,000
	<i>Item Description</i>	<i>Unit of Measure</i>	<i>Charges</i>
8.	Registration		
a)	Taxis	Per vehicle	300
b)	Matatu	Per vehicle	500
c)	License for bus booking office	Per annum	10,000
d)	License for breakdown Vehicle	Per annum	500
e)	Unclamping charges	Per instance	1,500
f)	Damage of clamps	Each	5,000
9.	Street Light Poles		
	Damage of pole	Per instance	15,000

PART II—PENALTIES

The fees specified in the last column shall be charged for penalties or for impounding as specified in the Second Column

	<i>Item Description</i>	<i>Charges (KSh.)</i>
10.	Penalties	
a)	Late payments of seasonal tickets- PSV Matatu/Pickups/Vans/Buses	500
b)	Late payments of seasonal tickets- Tuk Tuks	200
c)	Late payments of seasonal tickets – Boda Boda/PSV- Motorbikes	100
b)	Vehicles causing Obstruction	1,000
11.	Impounding Fee	
a)	Bicycle/wheel barrow/Donkey cart	500
b)	Motor bikes	1,000
c)	Saloons	2,500
d)	Vans/Pickups/Matatus	3,500
e)	Mini trucks/Mini Buses up to 5 tonnes	5,000
f)	Truck up to 7 tonnes/Buses	6,000
g)	Trucks over 7 tonnes	8,000
h)	Tractor	8,000
i)	Storage fee per night on impounded vehicles	1,000
j)	Picking/Setting passengers in non-designated areas	2,000
k)	Arresting charges after issuance of warrant of arrest	1,000

PART III—WITHDRAWAL OF COURT BOND

The charges specified in the last column shall be paid for withdrawal of court bond

	<i>Item Description</i>	<i>Charges (KSh.)</i>
12.	Withdrawal	
a)	Traffic offences	1,000
b)	Business permit	500
c)	Building Plan	1,000

FIFTH SCHEDULE

The services specified in the second column shall be charged the fee specified in the last column of the schedule

PART I—FEES FOR PHYSICAL PLANNING SERVICES

<i>Item Description</i>	<i>Unit Charge</i>	<i>Charges</i>
1. Sale of County Spatial Plan /Planning Policy Reports/ Application Forms		
a) County Spatial Plan Full Version	Per copy	50,000
b) County Spatial Plan Abridged (Popular) Version	Per Set of 5	10,000
c) Urban Strategic Integrated Development Reports	Per copy	30,000
d) Urban Strategic Integrated Development Abridged (Popular) Version	Set of 5	5,000
e) Other Planning Policy Reports	Per copy	10,000
f) Base maps, Outline Plans, Part Development Plans (PDPs)	Per copy	10,000
g) A0 size	Per copy	2,000
h) A1 size	Per copy	1,500
i) A2 size	Per copy	1,000
j) A3 size	Per copy	500
k) A4 size	Per copy	250
l) Evaluation of EIA Reports	Per Property	3,000
m) Sale of Form PPA1	Per copy	1,000
n) Certified Copy of Form PPA1	Per copy	4,000
o) Architectural (building Plans) Application Form	Per copy	1,000
p) Structural Engineering Application Form	Per copy	1,000
q) Full Minutes of Developments Approval	Per Session	3,000
r) Extract of Minutes of Developments Approval	Per item page	300
s) Other planning forms	Per copy	750
2. Change of Use/ Extension of user/Extension of Lease		
a) To Agricultural	Below 1ha	10,000
b) To Agricultural	Above 1ha	10,000 x sq.root per ha
c) To Residential (Multi-dwellings)	Below 1ha	10,000
d) To Residential (Multi-dwellings)	Above 1ha	10,000 x sq. root per ha
e) To Commercial	Below 1ha	20,000
f) To Commercial	Above 1ha	20,000 x sq. root per ha
g) To Industrial	Below 1ha	30,000
h) To Industrial	Above 1ha	30,000 x sq. root per ha
i) To institutional	Below 1ha	10,000
j) Public	Above 1ha	10,000 x sq. root per ha
k) Private	Below 1ha	20,000
l)	Above 1ha	20,000 x sq. root per ha

	Item Description	Unit Charge	Charges
3.	Change of Use/ Extension of user for Booster Transmission Station (BTS)		
a)	Brown Field	Per mast	25,000
b)	Green Field	Per mast	50,000
4.	Renewal of Change of Use/ Extension of user/Extension of (after 2years lapse)	Per plot	50,000
5.	Penalty for Regularisation of Compliant Change of Use/ Extension of user	above regular unit charges	200,000
6.	Land Subdivision (Per Sub Plot)		
a)	Urban Areas	Per plot	7,500
b)	Peri-Urban Areas	Per plot	5,000
c)	Other Areas	Per plot	3,000
7.	Subdivisions of Large Schemes (Over 100 Sub Plots)		
a)		1 – 100 Subplots	6,000
b)		101 – 300 Subplots	5,000
c)		301- above Subplots	3,000
8.	Amalgamation of Land		
a)	Urban Areas	Per hectare	10,000
b)	Peri-Urban Areas	Per hectare	6,000
c)	Other Areas	Per hectare	4,000
9.	Amendment of Sub-divisions (lump sum)		
a)	Urban Areas	Per scheme	15,000
b)	Peri-Urban Areas	Per scheme	30,000
c)	Other Areas	Per scheme	10,000
10.	Penalty of Regularisation of compliant Subdivision of Land		
a)	Urban Areas	above regular sub plot charges	200,000
b)	Peri-Urban Areas	above regular subplot charges	100,000
c)	Other Areas	above regular subplot charges	30,000
11.	(Compliance) or Subdivision Certificates		
a)		1 to 10 plots	4,000
b)		11 to 20 plots	3,000
c)		21 & above	2,000
d)	Certified copies of compliance/subdivision certificate	Per scheme	10,000
e)	Certified copies of original subdivision plans	per set	10,000
f)	Re-inspection Fees	Per scheme	10,000
12.	Development Master (structure) Plans		
a)	Land over 100ha	Per scheme	5,000,000
b)	Land 80-99ha	Per scheme	3,000,000
c)	Land 40-79ha	Per scheme	2,000,000
d)	Land 20-39ha	Per scheme	1,000,000
e)	Land 10-19 ha	Per scheme	500,000

	Item Description	Unit Charge	Charges
f)	Land 4-9 ha	Per scheme	250,000
g)	Renewal of Master Plan (after 2years lapse)	Per scheme	30% of original charge
13. Administrative Change of Use			
a)	Urban Areas	Per plot	120,000
b)	Peri-Urban Areas	Per plot	80,000
c)	Other Areas	Per plot	40,000
14. Renewal for Administrative Change of Use (after 2yrs lapse)			
a)	Urban Areas	Per plot	50,000
b)	Peri-Urban Areas	Per plot	30,000
c)	Other Areas	Per plot	25,000
15. Planning Site Board (On-site Advertisement)			
a)	Urban Areas (size 1200 mm x 600mm)	Per plot	10,000
b)	Peri-Urban Area (size 1200 mm x 600mm)	Per plot	7,500
c)	Other Area (size 1200 mm x 600mm)	Per plot	5,000
16.	Extra copies for subdivision and Amalgamation	per 6 and above copies	2,000
17.	Street Naming	Per new name	10,000
18.	Property numbering	per plaque	5,000

PART II – FEES FOR EVALUATION OF BUILDING PLANS AND PERMITS

	Item Description	Charges
19. New Residential Class		
a)	0- 46 sq.m	6,000
b)	46 - 93 sq.m	7,050
c)	93 - 140 sq.m	11,250
d)	140 - 186 sq.m	12,600
e)	186 - 240 sq.m	16,800
f)	240 - 294 sq.m	18,900
g)	294 - 350 sq.m	21,000
h)	350 - 400 sq.m	24,150
i)	400 - 465 sq.m	26,000
j)	465 - 530 sq.m	28,350
k)	530 - 595 sq.m	31,500
l)	595 - 660 sq.m	35,700
m)	725 - 790 sq.m	43,000
n)	790 - 855 sq.m	47,150
o)	855 - 930 sq.m	49,650
p)	For every additional 93 sq. or part thereof of over 930 sq.m	6,000
20. Renewal Residential Class (after 2 years lapse)		
a)	0- 46 sq.m	2,000
b)	46 - 93 sq.m	3,000
c)	93 - 140 sq.m	4,000
d)	140 - 186 sq.m	5,000
e)	186 - 240 sq.m	6,000

f)	240 - 294 sq.m	7,000
g)	294 - 350 sq.m	8,000
h)	350 - 400 sq.m	9,000
i)	400 - 465 sq.m	10,000
j)	465 - 530 sq.m	11,000
k)	530 - 595 sq.m	12,000
l)	595 - 660 sq.m	13,000
m)	660 - 725 sq.m	14,000
n)	725 - 790 sq.m	15,000
o)	790 - 855 sq.m	16,000
p)	855 - 930 sq.m	17,000
q)	for every additional 93 sq.m or part there of over 930 sq.m	500
r)	Boundary wallsin residential areas per linear metre	500
21. New Commercial/Offices Class		
a)	0- 46 sq.m	18,000
b)	46 - 93 sq.m	20,160
c)	93 - 140 sq.m	26,880
d)	140 - 186 sq.m	30,240
e)	186 - 240 sq.m	33,600
f)	240 - 294 sq.m	38,640
g)	294 - 350 sq.m	41,600
h)	350 - 400 sq.m	45,360
i)	400 - 465 sq.m	50,400
j)	465 - 530 sq.m	57,120
k)	530 - 595 sq.m	62,960
l)	595 - 660 sq.m	68,800
m)	660 -725 sq. m	75,440
n)	725 - 790 sq.m	79,440
o)	790 - 855 sq.m	85,280
p)	855 - 930 sq.m	95,440
q)	For every additional 93 sq.m or part thereof of over 930 sq.m	12,000
r)	Internal amendments/alterations/ Conversions/partitioning per floor (without additional plinth area)	10,000
s)	Boundary wallsin commercial/offices areas per linear metre	1000
22. Renewal Commercial/Offices Class (after 2 years lapse)		
a)	0- 46 sq.m	6,400
b)	46 - 93 sq.m	8,000
c)	93 - 140 sq.m	9,600
d)	140 - 186 sq.m	11,200
e)	186 - 240 sq.m	12,800
f)	240 - 294 sq.m	14,400
g)	294 - 350 sq.m	16,000
h)	350 - 400 sq.m	17,600
i)	400 - 465 sq.m	19,200
j)	465 - 530 sq.m	20,800
k)	530 - 595 sq.m	22,400
l)	595 - 660 sq.m	24,000
m)	660 -725 sq. m	25,600
n)	725 - 790 sq.m	27,200

o)	790 - 855 sq.m	28,800
p)	855 - 930 sq.m	30,400
q)	For every additional 93 sq.m or part thereof of over 930 sq.m	960
23. New Industrial Class		
a)	0 - 93 sq.m	26,880
b)	93 - 140 sq.m	30,240
c)	140 - 186 sq.m	33,600
d)	186 - 240 sq.m	41,600
e)	240 - 294 sq.m	45,360
f)	294 - 350 sq.m	50,400
g)	350 - 400 sq.m	57,120
h)	400 - 465 sq.m	62,960
i)	465 - 530 sq.m	68,800
j)	530 - 595 sq.m	75,440
k)	595 - 660 sq.m	79,440
l)	660 - 725 sq. m	85,280
m)	725 - 790 sq.m	95,440
n)	790 - 855 sq.m	96,960
o)	855 - 930 sq.m	102,800
p)	For every additional 93 sq.m or part thereof of over 930 sq.m	12,000
q)	Boundary walls in industrial areas per linear metre	1,200
24. Renewal Industrial Class (after 2 years lapse)		
a)	0 - 93 sq.m	16,000
b)	93 - 140 sq.m	20,000
c)	140 - 186 sq.m	24,000
d)	186 - 240 sq.m	32,000
e)	240 - 294 sq.m	40,000
f)	294 - 350 sq.m	48,000
g)	350 - 400 sq.m	56,000
h)	400 - 465 sq.m	64,000
i)	465 - 530 sq.m	72,000
j)	530 - 595 sq.m	80,000
k)	595 - 660 sq.m	88,000
l)	660 - 725 sq.m	96,000
m)	725 - 790 sq.m	104,000
n)	790 - 855 sq.m	112,000
o)	855 - 930 sq.m	120,000
p)	For every additional 93 sq.m or part thereof of over 930 sq.m	120

NB: Structural Engineering Drawings for all the above shall be levied at 50% of initial architectural building plans charges

PART III – FEES FOR CONSTRUCTION INSPECTION, ENFORCEMENT AND OCCUPATION PERMITS

S/No.	Item Description	Unit	Charge (KSh.)
25. Hoarding Licence and Site Construction Board Fees			
a)	Central Business Districts of all Urban Areas	per month	10,000
b)	Other areas	per annum	6,000

c)	Site Construction Board Application fees	Per application	2,000
d)	Site Construction Board Permit	per annum	5,000
26.	Hoarding Permit (Inspection fees)		
a)	Hoarded area (0- 20 sq.m)	Per instance	4,000
b)	Hoarded area (21 - 50 sq.m)	Per instance	6,000
c)	Hoarded area (51 - 100 sq.m)	Per instance	9,000
d)	Hoarded area (101 - 150 sq.m)	Per instance	12,000
e)	Hoarded area (above 150 sq.m) per sq.m	Per instance	100
27.	Rent of road reserve for hoarding for construction purposes		
f)	On carriage-ways per sq.m	Per month	250
g)	On car parks per bay	Per annum	100,000
h)	On paved footpaths per sq.m	Per month	300
i)	On verges / drains per sq.m	Per month	150
j)	Renewal of Hoarding Licence upon expiry (Rent of Road Reserve must be paid as appropriate)	Per instance	4,000
28.	Preliminary Building Plans Submission		
a)	Urban areas	Per scheme	7,500
b)	Peri urban areas	Per scheme	10,000
c)	Other areas	Per scheme	20,000
29.	Printing & Certification of Approved Plans		
a)	Certification of Printed plans per page	Per page	2,000
b)	Copy of Construction Permit	Per page	2,000
30.	Minor Renovations and repairs		
a)		Internal	10,000
b)		External	5,000
31.	Authority letter for Temporary Boundary Fencing (Concrete Poles & Chain link fence)		
a)	Urban areas	Below 0.1ha	5,000
b)		Above 0.1ha	7,500
c)	Peri urban areas	Below 0.1ha	3,500
d)		Above 0.1ha	5,000
e)	Other areas		3,000
32.	Penalty charged on regularization on compliant buildings		
a)	Urban Areas	Plinth area fee x2	200,000
b)	Peri Urban Areas	Plinth area fee x2	100,000
c)	Other Areas	Plinth area fee x2	50,000
33.	Site Inspection		
a)	Site Inspection within the County	Plinth area fee x2	3,000
34.	Demolition of Illegal Structures		
a)	Single dwelling	Per Hour	20,000
b)	Flats	Per Hour	40,000
c)	Commercial/offices development	Per Hour	50,000
d)	Industrial	Per Hour	50,000
e)	Boundary walls	Per Hour	20,000
f)	Temporary structures	Per Hour	15,000
35.	Occupation Permits		
a)		Single dwelling	5,000
b)		Flats	

c)	Commercial/offices development	Per sq. meters	50
d)	Industrial	Per sq. meters	70
e)	Boundary walls	Per linear meters	100

PART IV – FEES FOR LAND SURVEYING

S/No.	Item Description	Unit Charge	Charges (KSh.)
36.	Fees for Land Surveying		
a)	Site location/Confirmation	Per parcel	5,000
b)	Deed plan Registration fees	Per parcel	15,000
c)	Resurvey for Change of Use/Extension of use and Extension of Lease	Per parcel	50,000
d)	Survey of new grants	Per parcel	10,000 (plus 3% value of land)
e)	Topographical surveys (per ha)		35,000
f)	Survey of general boundary per parcels (subdivision and amalgamation) (per ha)	Below 1ha	3,500
f)	Survey of general boundary per parcels (subdivision and amalgamation) (per ha)	Above 1 ha	3,500 x sq. root per ha
g)	Cadastral Survey		10,000
g)	Resolution of boundary dispute in general Boundary	Per site visit per parcel	5,000
h)	Resolution of boundary dispute in general Boundary	Per office meeting	1,000
i)	Beacon certificate issuance per parcel		5,000
j)	Beacon relocation, re-establishment		3,000
k)	Giving evidence in Court (per session plus transport and accommodation)		2,500
l)	Survey of fixed boundaries per parcel (per ha)		10,000
m)	Purchase of Survey plans & R.I.M		500
n)	Site inspection report for court cases		6,000
o)	Transfer of Commercial land		15,000
p)	Transfer of Agricultural Land per acre per instance		12,500
q)	Transfer of Industrial Land		20,000

PART V – FEES FOR LAND VALUATION SERVICES, LAND RATES AND PROPERTY MANAGEMENT

S/No.	Unit Description	Unit	Charges (KSh.)
37.	Land Valuation Services		
a)	Provisional valuation	Per division	5,000
b)	Temporary Occupation License	Per Standard Area	7,500
c)	Exemption Inspection fee	Per Visit	7,500
d)	Valuation maps and plans	Per copy	3,750
e)	Omission of a Rateable Property	Per property	7,500
f)	Transfer of a Rateable Property	Per property	10,000
g)	File Rating Records information	Per instance	300
h)	Ground rent	Per standard Area	4,500
i)	Extension of lease	Per plot	15,000

j)	Search fees	Per search	500
k)	Rates Clearance Certificate	Per Plot	3,000
l)	Lease charges for the county land	Per acre per year	100,000

PART VI—COUNTY RENTAL HOUSING PROPERTY MANAGEMENT

S/No.	Description	Unit	Charges (KSh.)
40.	County Housing		
a)	One bedroom house	Per month	6,000
b)	Two bedroom house	Per month	8,000
c)	Three bedroom house	Per month	12,000
d)	Double rooms contained	Per month	5,000
e)	Single room	Per month	3,000
f)	Bed sitter	Per month	4,000
g)	Tenancy Agreement	Monthly Per Instance, per House	2,500
h)	Penalty for late payment of monthly rent house/Stalls (after 5th)	Per house	10%
i)	Transfer of Residential house	Per transfer	10,000
j)	Deposit on Rent	Per house	1 month rent
47.	Contractor camping on County/Public Land		
a)		Per year per Acre.	120,000
b)		Per month Per Acre.	10,000

PART VII—OUTDOOR ADVERTISEMENT AND SIGNAGES

S/No.	Description	Unit	Charges (KSh.)
48.	City Clock		
a)	Application fee	Per application	2,500
b)	Four-sided clock	annually	10,000
c)	Three sided clock	annually	7,500
d)	Two sided	annually	5,000
49.	Billboards / Wall Wraps		
a)	Application Fee	Per application	5,000
b)	First 3sq.m of 12 x 6m or part thereof	12 x 6m	15,000
c)	Additional square meter of billboard of sizes 12 x 6m		2,000
50.	Display of Flags		
a)	Promotion flags/tear-drops	per fortnight per each	1,300
b)	Corporate flags	per year per each	6,500
51.	Wall / window Branding		
a)	Application fee	Per application	2,000
b)	For the first 10m sq.	per year	7,500
c)	Additional area per m, sq. part there of		500
51A	Wall / Window Branding for Registered Business		
a)	Application fee	Per application	200

S/No.	Description	Unit	Charges (KSh.)
b)	Business name	Per year	400
52.	Advertisement on Canvas-canopy		
a)	Application fees	Per application	1,000
b)	Annual fee (branded)	Per sq.m	1,000
53.	Suburb Signs		
a)	Motion Screen Advert (on a truck)	Per year per vehicle	
b)	Application fees	Per application	2,000
c)	Annual fees	Per year	26,000
54.	Festive- Decoration on Walls Windows, Canopies ec. Per Fort Night		
	Sale stickers	per fortnight	7,800
b)	Festive Decorations i.e. Xmas/ Diwali	per fortnight	7,800
55.	Signboards		
	Fixed on wall/canopy face or hanging under canopy		
a)	Application fee (for those whose core business is advertising)	Per application	2,000
b)	Per area in square meters	Per year	2,000
	Directional sign (inside plot)/ freestanding		
c)	Application fee	Per application	2,000
d)	Maximum size 600mm x 1200 mm excluding residential signs	Annual	6,500
	Multidirectional sign (per slot). Size 150mm x 150mm		
a)	Application fee	Per application	2,000
	License fee	Annual	3,000
	Signs above/ sitting on canopy (Illuminated/ Non-illuminated)		
	Application fees	Per application	2,000
	Illuminated 1 sq.m or less	Annually	3,000
	Non illuminate 1 sq.m or less	Annually	2,000
	Additional sq.m or part thereof	Annually	1,300
	Sky signs above 20ft from ground and over properties		
a)	Application fees	Per application	8,000
b)	First 3 sq.m or part thereof	Annually	13,000
c)	Additional sq.m or part thereof	Annually	2,000
56.	Banners		
a)	Banners on private property	For the first 21 days	8,000
		For every additional day	200
b)	Banners on public space	For the first 21 days	12,000
		For every additional day	500
57.	Posters		
a)	Posters (applicable only in designated area)	First 1000	5,000
b)	Posters above 1000	Extra for each poster	10
c)	Fees for removal of posters		7,000
58.	ABS		
a)	Application fee	Per application	1,000
b)	Annual fee	Per application	1,000

S/No.	Description	Unit	Charges (KSh.)
59.	Handbills/filter		
a)	First 500 handbills	Per fortnight	3,000
b)	Handbills above 500	Per fortnight	10
c)	Advertisement by loud speaker (P.A.)	Per day	6,500
60.	Airborne advert		
	Branded container annual charge	annual	26,000
61.	Street displays		
a)	Mobile stage (Truck etc)	Per event	9,750
b)	Sand witch men advertisement	Per day	1,500
c)	Fixed stage (platform/table)	Per forth night	9,750
d)	Tent	Per forth night	7,800
e)	Temporary street pavement display signboard/roll-up banner	Per forth night	9,750
f)	Funfair/ fete/ Acrobat	Per forth night Per site	9,750
g)	Motion Screen Advert (on a Truck)	Per year per vehicle	5,000
62.	Wall Painting Adverts on Temporary premises e.g. kiosks, litter bins		
a)	Application fee	Per application	1,500
b)	Annual fee per advertisement	Annually	2,000
63.	Advertisement on Hoarding		
a)	Application fee	Per application	2,000
b)	Charge per site	Annually	7,800
64.	Street light Pole Advertisement		
a)	Application fee	Per Application	2,000
b)	Pole advertisement	Annually	26,000
65.	Decorations/ branding of motor vehicles/ containers		
a)	External vehicle	annually	10,000
b)	Container Branding	annually	20,000
66.	Business Encroachment onto Street Pavement/ Shop Corridors Etc		
a)	Application fee	Per application	2,000
b)	First sq.m or part thereof	Annually	1,000
c)	Temporary planning consent	Per day	2,000
67.	Multiple Motion Neon Sign		
a)	Application fees	Per application	8,000
b)	first sq.m per	Annually	19,500
c)	Additional sq.m or part thereof	Annually	1,300
d)	film video shooting	Per day	2,600
68.	Safety Screen Hoarding Advertisement (Ground/ Elevated)		
a)	Application fee	Per application	6,200
b)	First sq.m per year	Annually	13,000
c)	Additional area per sq.m. per year	Annually	1,300
69.	LED Screen Advertisement		
a)	Application fee	Per application	2,500
b)	First sq.m per year	Monthly	13,000
c)	Additional area per sq.m. per shot or part thereof	Monthly	5,000
d)	Mobile LED screens	Daily per vehicle	1,000
70.	Guard Rail Advertisement		

<i>S/No.</i>	<i>Description</i>	<i>Unit</i>	<i>Charges (KSh.)</i>
a)	Application fee	Per application	2,000
b)	First sq.m per month or part thereof per year	Annually	13,000
c)	Additional area per sq.m. per shot or part thereof	Annually	1,300
71.	Tourism Orientation Advert		
a)	Application fee	Per application	2,000
b)	Four sided advert	Annually	39,000
c)	Three sided advert	Annually	32,500
d)	Two sided advert	Annually	26,000

SIXTH SCHEDULE
PUBLIC MARKETS AND STALLS
PART I—DAILY MARKET RATES

S/No.	Description	Charges (KSh.)
1.	Market Entrance Fees	
a)	Daily Market Entrance Fee, all goods	20
2.	Market Cess	
a)	Any package material/per bag	50
3.	Produce Per Load Cess (KSh)	
a)	Pick-up (up to 3 tonne)	1,500
b)	Trucks, 4 to 7 tonnes	1,000
c)	Lorry, 8-10 tonnes	1,800
d)	Lorry, 11 to 20 tonnes	3,600
e)	Lorry, over 20 tonnes	5,000
4.	Other Goods from Ethiopia (per bag)	
a)	Produce cess i.e all cereals per package	50
b)	Loaded Motor vehicle transit fees to and from ethiopia per Vehicle	1,000
c)	Cement from Ethiopia per bag	7
d)	Shoes per pair	2
e)	Other goods in different package less than 50 Kgs	25
5.	Livestock Landing Fee / Cess (per Animal)	
a)	Cattle	100
b)	Sheep / Goat / Pig	50
c)	Poultry / Rabbit	10
b)	Daily Hawking fee (in designated areas)	20

PART II—STALLS/SHOPS

S/No.	Description	Charges (KSh.)
6.	Monthly Market stalls Charges	
a)	GTZ Built and other county permanent stalls.	1,200
b)	Self Built Stalls on county ground	1,000
c)	Market Bandas and other Stalls	500
c)	Mitumba and market shelter charges	300
18.	Penalties for non payment of stalls rent on due date	10% of outstanding amount
19.	Transfer fees	
a)	Rental houses	5,000
b)	Market Stalls	5,000

SEVENTH SCHEDULE**PART I—HIRE OF MACHINERY**

<i>S/No.</i>	<i>Description</i>	<i>Charges (KSh.)</i>
1.	Hire of Machinery - Dry Rates	
a)	Bulldozer D4, Per hour	7,000
b)	Bulldozer D6, Per hour	8,000
c)	Bulldozer D8, Per hour	9,000
d)	Tractor shovel 70 hp, Per hour	5,000
e)	Wheel loader 100 hp, Per hour	8,000
f)	Grader, Per hour	8,000

PART II—HIRE OF STADIUM AND COUNTY HALLS

<i>S/No.</i>	<i>Item Description</i>	<i>Charges (KSh.)</i>
4.	Hire of Stadium per Day	
	Marsabit Stadium	
a)	Political rallies per day	8,000
b)	Religious meetings per day	2,000
c)	Other rallies per day	5,000
5.	Matches	
	School event	2,000
	College Event	3,000
	Wedding Party	2,500
	General Meeting	2,000
	Dance/Disco	4,000
	Fund raising	3,000
5.	Other stadiums per day	2,000
	Hire of County Halls Per day	2,000
	Penalty for impounding in the stadia	
	Using the stadia without approval and payment of requisite charge	5,000

PART III -AGRICULTURAL SERVICES

<i>S/No.</i>	<i>Item Description</i>	<i>Charges (KSh.)</i>
7.	Agricultural Mechanization Service (AMS) Charge	
a)	Opening up new landPer Acre	2,000
b)	Ploughing old landPer Acre	1,500
c)	Ripping for Conservation, Agriculture or for pasture reseeding Per Acre	1,500
d)	Harrowing Per Acre	1,000
e)	Farm produce or inputs transportation per trip	3,000
f)	Transportation of other goods per trip	5,000

EIGHTH SCHEDULE**FEES AND CHARGES FOR PUBLIC HEALTH****PART I—PUBLIC HEALTH SERVICES**

The following permits shall be issued and charged the fees specified in the column per annum.

<i>S/No.</i>	<i>Item Description</i>	<i>Charges (KSh.)</i>
1.	Food And Drugs Permit Fees	
a)	Retail shops	300
b)	Retail Kiosk	150
c)	Butcheries	1,000
d)	Eating house	2,000
e)	Milk Bars	1,000
f)	Posho Mills	1,000
g)	Mitumba Store	1,000
h)	Workshop/Garage	3,000
i)	Wholesalers	2,500
j)	Private clinic/Chemist	4,000
k)	Slaughter house	5,000
l)	Slaughter slab	1,500
m)	Hardwares	2,000
n)	Hides/Skin Bandas	1,500
o)	Food packaging Plant	5,000
p)	Medical Examination half yearly	200
q)	Bars/Wines& spirit	5,000
r)	Hotels Registered	3,500
s)	Private school	4,000
t)	Food import/ Export certificate	3,000
u)	Barber shop	400
v)	Bookshop	1,000
w)	Lodgings	1,500
x)	Tailoring shops	400
y)	Saloon	500
z)	Anti Rabies	1,500
aa)	Food store/ depot	3,000
bb)	Electronic shop/Boutique	1,000
cc)	Bakeries	2,000
dd)	Wholesale Mitumba	1,500
ee)	School uniform	1,200
ff)	Spareparts shop	1,200
gg)	Mpesa Shop/Outlets	800
hh)	Mitumba Retail	600
ii)	Petrol Stations	5,000
	PLAN APPROVAL	
jj)	a.Schools- private	5,000
kk)	-Public	5,000
ll)	b.Residential	-

S/No.	Item Description	Charges (KSh.)
mm)	c.Commercial Premises	3,500
nn)	d.Residential Storey	5,000
oo)	e.Commercial storey	10,000
pp)	f.Registration of private schools	5,000
qq)	g.Registration of Public schools	3,000

PART II—LIVESTOCK FEES

S/No.	Item Description	Charges (KSh.)
	Product	
13.	Meat inspection:-	
a)	Cattle/camel	150
b)	Goat/Sheep/Pig	30
c)	Poultry/Rabbit	5
d)	Certificate of transport (C.O.T)	50
e)	Flayers License per person	200
f)	Folders	300
g)	Hides and Skin License	1,000
h)	Meat transport permit	1,000
14.	Inspection Fees	
a)	Application and inspection fee for hatcheries	1,000
b)	License for Hatcheries	5,000
c)	Processing factories	5,000
15.	Fees for general services (annual)	
a)	Application for pigs producer license (form 1)	350
b)	License to keep pigs in urban areas	1,000
c)	License to keep dogs in urban areas for commercial Purposes	500
d)	License for facilities for detention and care of animals	5,000
e)	Laboratory examination services	200
f)	Toxicology	500
g)	Licence for premises for places that sell meat, milk, hides and skin, honey etc	500
h)	Post mortem report	1,000
16.	Health certification charges	
a)	For poultry/Ostrich 50 cts per bird	
b)	Other animals	500
17.	Cess: Meat slaughtered outside the county Slaughter house per carcass for commercial purposes	
a)	Cattle/camel	400
b)	Sheep / Goat / Pig	200
c)	Poultry / Rabbit	30
18.	Slaughter fee per head in County Slaughter House / Abattoir	
a)	Cattle/camel	400
b)	Sheep / Goat / Pig	50
c)	Poultry / Rabbit	20
19.	Other Slaughter Houses	
a)	Cattle/camel	100
b)	Sheep / Goat / Pig	50
c)	Poultry / Rabbit	1

S/No.	Item Description	Charges (KSh.)
20.	Hides & Skins	
a)	Per Cattle	15
b)	Per Sheep / Goat	10
21.	Livestock Market Fee per Head	
	Auction Fees	
a)	Cattle/ /Donkey-Buyer KSh. 100 Seller KSh100	100
b)	Camel	150
b)	Goat / Sheep- Buyer Shs.50 Seller KSh. 50	100
	Movement/ Export Fees	
a)	Cattle /Donkey-Buyer	200
b)	Camel	200
b)	Goat / Sheep- Buyer	30
	Movement/ Import Fees	
a)	Cattle /Donkey-Buyer	200
b)	Camel	200
b)	Goat / Sheep- Buyer	30
22.	Penalties for Livestock Cess Evasion	
a)	Cattle/Camel/Donkey per head	200
b)	Goat / Sheep per head	50

PART III – VETERINARY SERVICES

No.	Species	Charge (KSh.)
23.	Veterinary Services	
a)	Licensing of Agrovets	1,500
b)	Licensing of Hatcheries	
	Below 1000 Hatcheries	5,000
	Above 1000 Hatcheries	10,000
c)	Licensing of Processing Plants/Factories	50,000

REGULATORY SERVICES

S/No.	Species	Charge (KSh.)
24.	Movement permits	
a)	1-20 cattle	500
b)	21-50 cattle	1,000
c)	Over 50 cattle	1,000
d)	1-50 sheep/goats	200
e)	51-100 sheep/goats	500
f)	Over 100 sheep/goat	1,000
g)	Other species per consignment	1,000

FEES FOR GENERAL SERVICES

S/No.	Species	Charge (KSh.)
25.	General Services (Annual)	
a)	License for facilities for detention & care of animals	5,000
b)	Application and inspection fee for hatchery	1,000
c)	Licensing of premises that sell meat, milk, hides & skins, honey and other products	500

S/No.	Species	Charge (KSh.)
d)	License to distribute semen	1,500
e)	License to keep ostrich for local market	5,000
f)	Application and inspection fee for ostrich hatchery & farms for local & export market (excluding laboratory test)	2,500
g)	Inseminator License	1,000

NINTH SCHEDULE**PART I – INFRASTRUCTURE MAINTENANCE FEES**

<i>S/No.</i>	<i>Description</i>	<i>Unit</i>	<i>Charge (KSh.)</i>
1.	Quarry Transportation Infrastructure Maintenance Fees		
a)	Charges for quarry products (Stones, ballast, sand, quarry chips, Hardcore, Murram, Soil dust etc)	Per tonne	200
b)	Quarry Blocks/Building stones/Baked bricks	Per Block/Stone	5
c)	Penalty for Evasion/non payment of cess on royalties	Per load	2 times of amount payable
6.	Quarry Infrastructure and Environment maintenance fee		
a)	Infrastructure maintenance fee (payment by quarry owner)	Per stone	5
b)	Quarry Chips, Murram, sand and ballast	Per tonne	100

PART II – AGRICULTURAL INFRASTRUCTURE MAINTENANCE FEE

<i>S/No.</i>	<i>Description</i>	<i>Charge (KSh.)</i>
7.	Agricultural produce cess	
a)	Maize, Beans, Rice Millet, fruits, Tobacco etc Per Bag	50
b)	Honey cess per Litre	10
c)	Milk Cess per 20 Litre	50
d)	Hey cess per Tonne	100
e)	Timber Cess per tonne	300
f)	Miraa Cess per Kilo	20

