



# JUMEIRAH PARK

## Design Guidelines

Villa Design Control and  
Modification Submission Procedures

**NAKHEEL**



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# 01. Introduction

One of Dubai's most desirable residential districts, Jumeirah Park features over 3,000 luxury villas nestled among verdant parks and communal green spaces across 380 hectares. Jumeirah Park is home to spacious three, four and five bedroom villas, with swimming pools, beautiful gardens, private terraces, and double garages. It is also home to two community Pavilion Centres. The 114,097 square feet

Jumeirah Park Pavilion features 28 shops, restaurants and cafes with ample parking facilities and essential neighbourhood services as well as the new addition of Jumeirah Park East Pavilion conveniently located in District 7 of Jumeirah Park, offering over 150 parking spaces.





## 02. Core development principles



To ensure consistency with other villas in the community, the following development principles will be considered when reviewing any modification proposals submitted to Development Control and Planning Approvals (DCPA) for approval.



**Protecting the design merits of the original building**



**Protecting the privacy of neighbours and community residents**



**Protecting infrastructure and services**



**Protecting the character and appearance of the streetscape**



# 03. Types of applications

## 1. Modification to Existing Villa (MV)

Alterations to the internal walls and façade modifications that do not include extra built-up area.

## 2. Outdoor Works (OW)

Modifications to the landscape area, which includes but is not limited to, installation of pergolas, swimming pools, barbecue counters, car shades and water features, within plot limit.

## 3. Additional Built Up Area, consists of two stages:

### Conditional Consent (CT):

A pre-approval step to confirm no load required by DEWA.

### Villa Extension (EV):

Final approval for additional built-up area.

## 4. Villa status Report (VSR)

It is a free-of-charge online service that will allow property owners to check their property status against non-approved or non-compliant items. A clear and valid Villa Status Report is a prerequisite for resale NOC and villa extension applications. Property owners can apply for (VSR) using their username and password via Nakheel online services, under owner profile. Validity of VSR report is 30 calendar days from the date of issuance.

## 5. Retrospective Approval (RS)

Approvals for past extensions/Modifications constructed without prior approval. A Villa Status Report (VSR) shall be obtained prior to applying for this service.

## 6. Exceptional Approval (EX)

Proposals that are generally not in compliance with the guidelines but may be permitted if there would be no harm to neighbouring villas or the community, particularly in relation to the core development principles.

## 7. Revalidation Application (RV)

Extension of NOC validity for expired approvals (up to two revalidations as maximum).

## 8. Transfer of Approval (TO)

Changing the name of the owner, contractor or consultant on an NOC in case of transfer of ownership or if the owner decides to change the previously appointed consultant/contractor.





# 04. Application procedure & submission

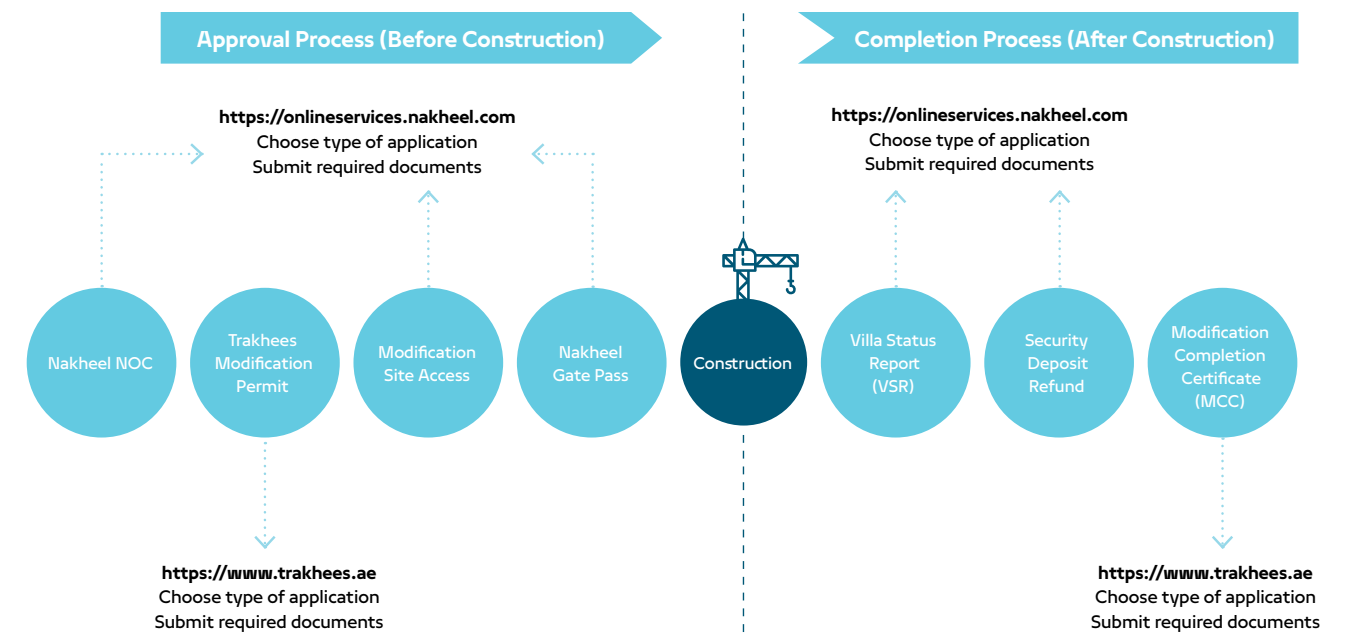
All types of applications can be submitted via Nakheel Online Services at <https://onlineservices.nakheel.com>

- ▶ Upon uploading the required documents and submitting the application online, a submission ticket number will be sent and can be used as reference for any queries related to the application.
- ▶ A notification email will be sent with the status of the application, such as:
  - **Complete submissions:** The application is registered and the NOC will be sent within three working days from the date of registration after paying the applicable fees
  - **Incomplete submissions:** The application is missing some items and will remain unregistered until the requested items are submitted. Failure to respond with the missing items within three working days will result in the application being returned and a new submission must be made.

- **Returned submission:** The applicant will be notified about the major missing items and a new fresh application must be submitted.

Upon receiving Nakheel's modification NOC, a modification permit shall be obtained from Trakhees, after which the contractor shall apply for Mobilization/Modification site access NOC. Contractor shall then obtain a gate pass from the security team to commence work on site.

Once work is completed, the villa owner is required to apply for a Villa Status Report (VSR) using Nakheel Online Services to obtain villa clearance. The VSR team will visit the site and verify that construction work is in line with the issued NOC and stamped drawings. Subsequently, the villa owner can apply for security deposit refund. Applicants shall then be able to apply for the Modification Completion Certificate (MCC) from Trakhees Civil Engineering Department.







# 05. Fee structure & payment

## Administrative fees for proposed work (non-commenced work):

- ▶ An administrative fee of AED 1,000 + VAT/tax is applicable for villa modification (MV), outdoor work (OW) and Conditional Consent (CT) applications.
- ▶ An administrative fee of AED 1,000 + VAT/tax is applicable for Revalidation (RV) and Transfer of Approval (TO) applications.
- ▶ An administrative fee of AED 5,000 + VAT/tax per item is applicable for Exceptional Approval (EX).

## Non-Compliance fees for commenced work (completed work) in addition to the above administrative fees:

- ▶ A Non-Compliance fee of AED 2,000 + VAT/tax is applicable for villa modification (MV) and outdoor work (OW).
- ▶ A Non-Compliance fee of AED 10,000 + AED 1,000 monthly incremental charge until the non-compliance is rectified completely + VAT/tax is applicable for Villa Extensions.
- ▶ A Non-Compliance fee of AED 10,000 + VAT/tax per item is applicable for Exceptional Approval (EX)

Payments may either be made online through Nakheel application system or in cash up to AED 40,000 (payments of more than AED 40,000 must be made through manager cheques) by visiting Nakheel Sales Centre.

Plot extensions, where applicable, should be addressed to [wecare@nakheel.com](mailto:wecare@nakheel.com)

Extra BUA rates should be addressed to [planning.approvals@nakheel.com](mailto:planning.approvals@nakheel.com)





## 06. Works allowed without NOCs

Some modifications and additions to villas may be permitted without No Objection Certificates (NOCs). However, security gate pass is required. This includes:

- 1. Repair and maintenance work as well as internal painting, done on a like-for-like basis, including:**
  - ▶ Internal paint/wallpaper and decoration work
  - ▶ Planting and upstand planters
  - ▶ Change of outdoor or indoor tiles/pavement at grade (elevating garden level is not permitted)
  - ▶ Refurbishment of bathrooms, kitchens and alike without wall layout alterations
  - ▶ Replacement and installation of cabinets, wardrobes, kitchen cabinets and furniture
  - ▶ Plumbing work and other minor MEP maintenance
- 2. Installation of minor mobile outdoor equipment such as portable barbecues, garden furniture, retractable shades, kennels, play equipment or side wooden gates without foundation.**





# 07. Non-permitted modifications

The following list identifies development proposals that will not be permitted:

- ▶ Property sub-division either for separate letting or extended family use
- ▶ Non-residential uses
- ▶ Any proposal for an external staircase, external security screens or bars and shutters over windows and doors
- ▶ Signage, excluding construction signage as per Trakhees or lease/sales signage by real estate brokers with NOCs obtained at <https://onlineservices.nakheel.com>
- ▶ Excessive enlargement of existing windows and doors specifically at the front of the villa
- ▶ Creating new window openings or enlarging the existing window openings in building walls that overlook onto the neighbouring plot
- ▶ Glass reflection of façade or fence must not exceed a maximum of 15% for reflection of both heat and light
- ▶ Additional car access to the same villa to avoid disturbance to pedestrians' movement
- ▶ Telecommunication devices or external plant equipment that is visible from neighbouring plots and the public realm or causing visual and noise disturbance.
- ▶ Any modifications or alterations to the common boundary wall such as addition of screens or increasing the height of the boundary wall.
- ▶ Work outside plot limits is strictly prohibited, including modifications/alterations to beach terraces and steps, depositing of furniture and play equipment.
- ▶ Raising the existing garden levels
- ▶ Any standalone enclosed structures
- ▶ Additional beach access/steps
- ▶ Tree planting:
  - Any planting work that endangers health or public safety is not permitted.
  - Trees with vigorous root growth such as Ficus or Damas species, are prohibited.
  - Property owners will be liable for any damage caused to neighbouring property by planting such species.





# 08. Modifications and additions that require NOCs

Please ensure that NOCs are obtained prior to executing the following modifications or additions:

## 1. Architectural Modifications

- ▶ Changing the interior layout of the villa by demolishing walls, staircases, or addition of new partitions.
- ▶ Removal of any existing architectural features.
- ▶ Straightening and/or enlargement of windows and doors.

## 2. External Villa Painting

Villa owners can paint their villas only with the existing/original villa colors changing villa's external color is not permitted.

## 3. Landscape Modifications

Modifications within the garden area may be permitted, such as water features, swimming pools, sunken seating area and planting work, provided they meet the specific standards below.

Partial Garden levels may be raised to a maximum of 0.3m. Raised portions shall not be attached to the boundary walls to respect neighbour privacy.

### Soft Landscaping

- ▶ All planting work must be done within the plot boundaries.
- ▶ Any planting work that endangers health or public safety is not permitted.
- ▶ Planting work must take into consideration the location of underground service corridors, utilities and manhole covers, and any planting that restricts access to infrastructure or would likely cause damage to them, will not be permitted.
- ▶ Contractors must undertake works in accordance with the Nakheel Landscape Management Regulation 01 (LMR01, Rev 3) as well as landscape design parameters, including plant species, not covered in this document.
- ▶ Planting of trees with vigorous root growth such as Conocarpus species (Ficus or Damas) is prohibited under Dubai Municipality guidelines as well as Nakheel's community rules and regulations. Property owners will be liable for any damage to the neighbouring property caused by these trees.





## 6. Water feature and Outdoor showers

- ▶ Water feature & Outdoor showers attached to the side boundary wall must be constructed on a double wall and not to exceed the total height of the boundary wall
- ▶ Proposed side gates shall not exceed the height of the adjacent boundary wall



## 4. Shade Structure (pergolas and gazebos)

Proposals must comply with the following:

### Shade Structures

- ▶ Pergolas and gazebos shall be non-enclosed, non-air conditioned, lightweight structure
- ▶ Permitted total shade structures is 30 sq. m. for non-extended plots
- ▶ Total height for flat roofed pergolas is 3.2m and additional 20% height is allowed for pitched roof gazebos to reach a maximum total height of 3.84m
- ▶ All shade structures shall maintain a minimum 1m setback from the plot limit
- ▶ If a sail shade proposed attached to the boundary wall, it must be fixed lower than the top of boundary wall level

## 5. Swimming Pools and Jacuzzis

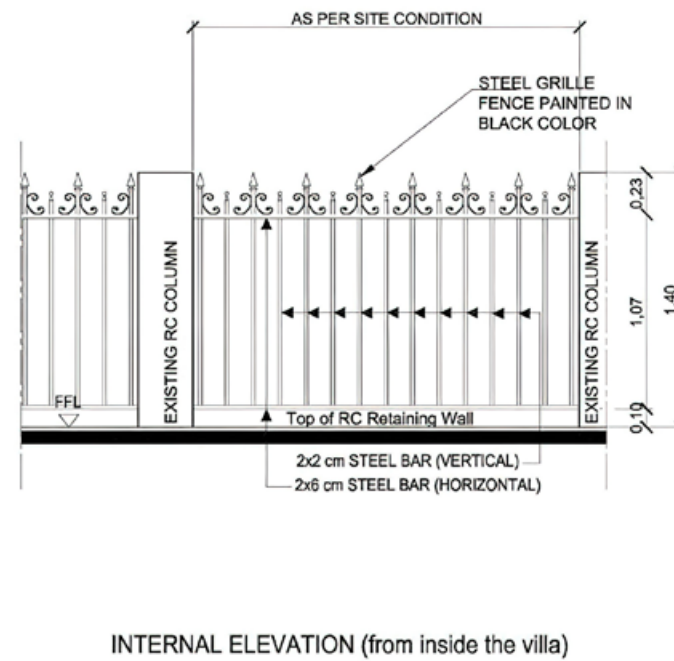
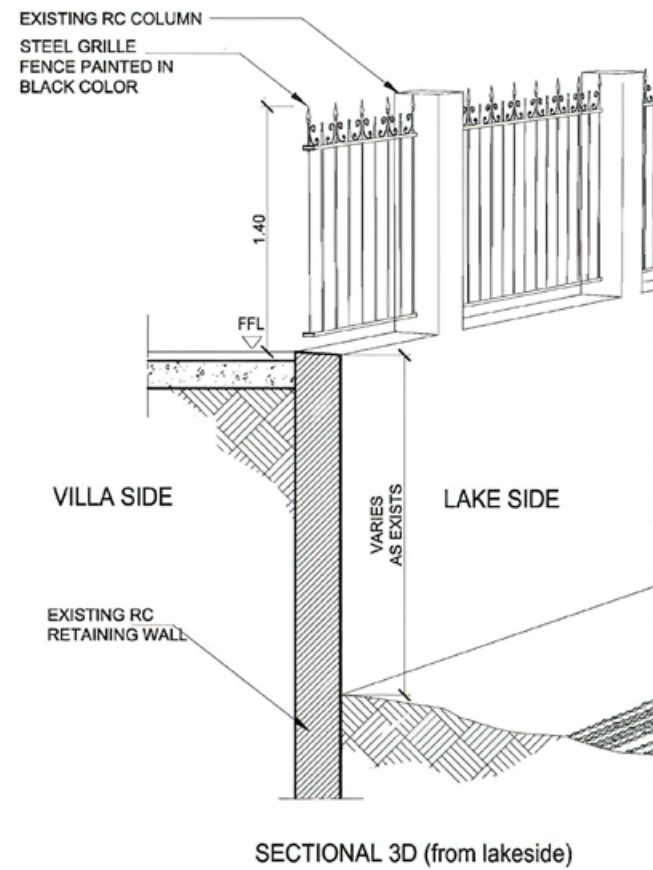
Swimming pools and jacuzzis can be built or installed ensuring compliance with the following:

- ▶ The proposed swimming pool shall maintain a minimum of 1m setback from plot limit to not affect the structural integrity of the villa and boundary wall.
- ▶ All pool equipment including the pump room, water tank, chiller and heater must be fully located underground.
- ▶ Diversion or discharge of ground water resulting from excavation works into the sewage and/or drainage network or directly into the common area in the Community is not allowed, and a letter of undertaking signed by the owner shall be provided accordingly.





# 09. Modification of Backside Fence (overlooking the lake side)



**Modified fence is to incorporate the following (refer to fig):**

1. Existing blockwork fence above existing reinforced concrete retaining wall to be demolished up to top of retaining wall.
2. No changes by any means are allowed to the existing reinforced concrete retaining wall.
3. The existing reinforced concrete columns to remain in place. However, height should be adjusted according to the shown dimensions and as per the below sketch.
4. No changes are allowed to the finishing material and / or colors of the existing wall facing the lake.
5. Steel grill to be used to fill in between existing reinforced concrete columns.
6. Design to have a vertical emphasis with railings at 10 cm centers, to be made of durable materials, color to be in black.
7. The fence to be built at height of 1.4 m.
8. Solid masonry walls or billiards are not accepted.
9. Fence design is subject to Nakheel approval by obtaining NOC from (Planning Approvals Department).



# 10. Non-compliance & breaches

All work that is done or intended to be done without the proper permits is considered as non-compliance and in breach of the Design Guidelines.

Instances of non-compliance will be evaluated and dealt with depending on the type of constructed works. Villa owners will be notified about any non-compliant items to applicable villa design code. The villa owner shall receive a notification including (VSR) showing list of non-compliant items and required necessary action along with the way forward per each item. for clarifications or enquirers, please contact [VSR@nakheel.com](mailto:VSR@nakheel.com)

Owners with major violations are liable to pay a noncompliance fee, that is subject to increase per month from the date that the last non-compliance report (VSR) sent until it is rectified. However, payment of non-compliance fees is applicable in case of removal or obtaining NOC for the non-compliant item(s).

For inquiries, consultation on the most convenient way of rectification and to get necessary approvals, where applicable, please contact the Planning Approvals team at [planning.approvals@nakheel.com](mailto:planning.approvals@nakheel.com)



# 11. Frequently Asked Questions (FAQs)



## 1. Is there any reason why my application would not be accepted?

Plot owners will not be able to apply for modifications if they have any outstanding service charge payments.

## 2. Who can make a Modification Submission?

Modification proposals can be submitted by:

- The property owner or POA holder
- The person holding the mortgage if the property is mortgaged with the lenders consent
- The tenant, with the landlord's consent, if the property is leased

In all cases, consultants and contractors can be appointed to act on their behalf with proof of ownership, as well as copies of clearance letters from lenders and/or landlords will be required, in order to proceed. These requirements are more fully explained online at <https://onlineservices.nakheel.com/>

## 3. How long will it take to issue a decision?

A notification email will be sent for the complete or incomplete submission.

If the submission is complete, the application will be registered and an NOC shall be expected within three working days from the date of registration after paying the applicable fees.

## 4. What happens if I include non-compliant modifications within my submission?

If it is discovered after notification of registration, that the submission contains proposals that breach

the design controls specified in this document, the submission will be returned. Depending on the nature of the proposed breaches, you may be advised to seek separate approval via the applicable procedure.

## 5. What is the Villa Status Report (VSR)?

It is free-of-charge online service that will allow property owners to check their property status against non-approved or non-compliant items. A clear and valid Villa Status Report is a prerequisite for resale NOC and villa extension applications. Property owners can apply for (VSR) using their username and password via Nakheel online services, under owner profile. Validity of VSR report is 30 calendar days from the date of issuance.

## 6. What happens if I modify my property without Nakheel's approval?

Villa owners are always encouraged to report any noncompliant items within their villas via Nakheel online services, under Villa status report (VSR) request, which is free-of-charge. The VSR team will visit villa and generate a report to villa owner stating the non-compliant items(s) and the way forward per each item.

However, In case Nakheel team spotted a non-compliant item to applicable villa design code, the villa owner shall receive a notification including (VSR) showing list of non-compliant items and the required action along with the way forward per each item.

In all cases, remedial actions are always required to avoid noncompliance fee that will be subject to a monthly incremental charge of AED 1,000 from the date of the latest VSR date until the noncompliance is rectified.

## 7. Do I have any right to appeal?

The plot owner has the right to appeal for cases of unauthorised development, provided it is duly lodged in time. This is only applicable where the Review Board refuses to approve the

work retrospectively, and the plot owner is required to rectify the situation by removing the violation and returning the property to its original condition.

## 8. When can construction works commence after obtaining Nakheel's approval?

All Nakheel NOCs are valid for a period of six months from the date of issue. During this period, applicants must obtain Trakhees Modification Permit to commence work on site. If construction does not commence before the expiry of the Nakheel NOC, then applicants must either make a fresh modification submission or seek a revalidation of the expired approval (maximum two revalidations).

## 9. Is there a timeframe to complete the permitted works after obtaining required gate pass?

Upon issuance of authority Modification permit, the appointed contractor must apply for mobilization/modification site access approval NOC via Nakheel online services, where a refundable security deposit AED 10,000 shall be deposited. The site access NOC will allow contractor to obtain the security gate pass. This gate pass will be issued with a specific time frame allowed to complete the work depending on the type of application and requested works. After that, the gate pass will be automatically blocked, and a penalty scheme will be applied on a daily basis if the site is not cleared. If work extension is required, then a gate pass renewal must be obtained.

## 10. Do approvals for plots get transferred to a new owner?

All NOCs issued to the plot owner do not get transferred automatically with the Title Deed to

a new owner. Unimplemented approvals shall be transferred through an application to the new owner.

## 11. How does Nakheel approval relate to authority requirements?

The building authority is responsible for issuing a Modification Permit for any modification work and no work can be done without obtaining an authority permit. However, the Authority requests Master Developer (Nakheel) consent, NOC and stamped drawings prior to the issuance of the Authority permit.

## 12. Am I allowed to repaint the facade and roof of my villa?

Yes, villa owners can paint their villas subject to respecting the existing colour scheme, as listed in section 8 (Modifications and additions that require NOCs, External Villa Painting). For garden villas, painting and/or modifications to the shared common wall and fence are not permitted.

## 13. How can I refund my security deposit?

To refund security deposit the followings are required:

- ▶ A Trakhees modification completion certificate (MCC) is required to ensure the work has been done as per the respective approvals and stamped drawings.
- ▶ A valid villa status report (VSR).





## 12. Contact us

For any enquiries regarding your villa at Palm Jumeirah, please get in touch with us on the contact details below.

**For NOCs and modification-related enquiries, please contact:**

Development Control and Planning Approvals (DCPA)  
Nakheel Sales Office, Building 1  
Email: [planning.approvals@nakheel.com](mailto:planning.approvals@nakheel.com)

**For pre-application online meetings with the DCUP department, please follow the steps below:**

1. Visit <https://www.nakheel.com/online-meeting.html>
2. Select Development Control and Urban Planning services
3. Select your preferred date and time
4. Provide your personal details
5. Provide additional information (subject/ plot no./ community name/ NOS ticket no. if any)
6. Book your appointment

Once the application is submitted, the applicant may communicate directly with the case reviewer using the online system and attach any supporting documents/ drawings.

**For other community-related issues, please contact:**

Nakheel Community Management  
Tel: +971 800 NAKHEEL  
Email: [help@nakheelcommunities.com](mailto:help@nakheelcommunities.com)



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