

Municipality of Swakopmund

AGENDA ORDINARY COUNCIL MEETING ON THURSDAY 01 OCTOBER 2026 AT 19:00



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Ref No: **12/2/1/1/2**

Enquiries: **Ms A Kahuika**

18 September 2026

The Chairperson and Members
of the Management Committee
Municipality of SWAKOPMUND

Dear Sir / Madam,

NOTICE: ORDINARY COUNCIL MEETING

Notice is hereby given in terms of Section 24(1) of the Local Authorities Act of 1992, Act 23 of 1992 as amended, of a **ORDINARY COUNCIL MEETING** to be held:

DATE : THURSDAY, 01 OCTOBER 2026

**VENUE : COUNCIL CHAMBERS,
MUNICIPAL OFFICE BUILDING,
C/O RAKOTOKA STREET AND DANIEL KAMHO
AVENUE, SWAKOPMUND**

TIME : 19:00

Mengisto Katire
ACTING GENERAL MANAGER: CORPORATE SERVICES, HC & ICT

ak/-



INDEX

1. **OPENING BY PRAYER, IF SO DESIRED**

2. **APPLICATIONS FOR LEAVE OF ABSENCE BY MEMBERS OF COUNCIL**

3. **ADOPTION OF THE AGENDA OF THE MEETING OF COUNCIL**

4. **CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING OF COUNCIL**
(C/M 2026/10/01 - 5/2/1/1/2)

4.1 Minutes of the **Ordinary Council Meeting** held on **03 September 2026**.
(pp 156/2026 - 194/2026)

5. **INTERVIEWS WITH DEPUTATIONS OR PERSONS SUMMONED OR REQUESTED TO ATTEND THE MEETING OF A COUNCIL**

None.

6. **PETITIONS**

None.

7. **MOTIONS OF MEMBERS**

None.

8. **ANSWERS TO QUESTIONS OF MEMBERS OF WHICH NOTICE WAS GIVEN**

None.

9. **OFFICIAL ANNOUNCEMENTS, STATEMENTS AND COMMUNICATIONS**

10. **REPORT OF THE MANAGEMENT COMMITTEE REFERRED TO IN SECTION 26(1)(E) OF THE ACT**

10.1 **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING SEPTEMBER 2026**

		PAGE
10.	Minutes of the Ordinary Management Committee Meeting held on 10 September 2026	45

11. RECOMMENDATION OF THE MANAGEMENT COMMITTEE**11.1 MANAGEMENT COMMITTEE MEETING(S) HELD IN SEPTEMBER 2026**

ITEM NO	SUBJECT	REF NO	PAGE
11.1.1	Resubmission: Rezoning Of Erf 4665, Swakopmund, Extension 9 From Single Residential With The Density Of 1:600m ² To General Residential With A Density Of 1:300m ²	E 4665	47
11.1.2	Renewal Of The Memorandum Of Understanding (Mou) With The Ministry Of Education, Innovation, Youth, Sports, Arts And Culture	M 4358	75
11.1.3	Request To Reserve A Corner In The Swakopmund Cemetery	15/2/6/2/1	81
11.1.4	Placement Of Storage Containers At Daniel Kamho Hawkers Site	14/1/3/1	83
11.1.5	HW Investment (Pty) Ltd Request For An Extension Of Time To Develop Erf 4679, Mondesa	M 4679	89
11.1.6	Notification Of Approved Budget For The 2026 / 2027 Financial Year	3/1/1/1/1; 3/1/1/2/1	101
11.1.7	Approval Of A 5% Increase On The Current General Valuation Roll (2020-2025) For The Determination Of Property Rates For The 2026 / 2027 Financial Year	3/6/3	105
11.1.8	Presentation To Submit A Strategic Partnership Proposal With The Municipality	15/2/11/1	107
11.1.9	Acknowledgement Of Land Application Submitted By Swakopmund Inboorlinge	15/2/1/2	122
11.1.10	Proposed Memorandum Of Understanding Between The Municipality Of Swakopmund And Kamanjab Village Council	12/2/4/5	136
11.1.11	Application By Italian Style Food Cc For Outside Seating On A Portion Of Sidewalk In Front Of Erf 953, Swakopmund	4/1/1/8, Erf 953	139
11.1.12	Overview: Future Availability Of Erven For Sale By Public Closed Bid Sale	17/1/4/2/1/1; 17/1/4/2/1/2; 17/1/4/2/1/7; 17/1/4/2/1/8; 17/1/4/2/1/1, 17/1/4/2/1/14	153
11.1.13	Request For Approval Of 15% Discount - Booking No. 226197 - 2026 Namibian Choral Festival	15/2/7/1/2	183
11.1.14	Application To Construct A Public Ablution Facility	E 2774	189
11.1.15	Request For Sponsorship - Art Exhibition Hosted By The Arts Association Swakopmund	3/15/1/1	198
11.1.16	Application For The Consent To Operate A Resident Occupation - Frozen Meat Distributor On Erf 2883, Swakopmund, Extension 9	E 2883	206
11.1.17	Application For Consent To Construct And Operate A Tourist Establishment On Portion 146 (A Portion Of Portion 40) Of Farm No. 163	PTN 146/PTN40/ FARM 163	235
11.1.18	Application For Consent To Construct And Operate A Tourist Facility Or Establishment On Portion 136 (A Portion Of Portion 40) Of Farm 163, Swakopmund	PTN 136/PTN 40/FARM 163	271

ITEM NO	SUBJECT	REF NO	PAGE
11.1.19	Proposed Subdivision Of Erf 8570, Extension 31, Swakopmund	E 8570	300
11.1.20	Subdivision Of Portion 140 (A Portion Of Portion 40) Of Farm No. 163, Swakopmund Into Portion A And Remainder	PTN 140/PTN40/ FARM 163	306
11.1.21	Application For Subdivision Of Portion 78 (A Portion Of Portion 71) Of Farm 163 Swakopmund Into Portion A And Remainder	PTN.78/PTN 71/F 163	333
11.1.22	Subdivision Of Erf 1439, Matutura, Extension 7 Into 11 Portions And Remainder And The Rezoning Of Portion 1-11 From <i>General Residential 2</i> With A Density Of 1:250m ² To <i>Single Residential</i> With A Density Of 1:300m ²	E 1439 M	356
11.1.23	Rezoning Of Erf 9030 Swakopmund, Extension 35 From <i>"Single Residential"</i> With A Density Of 1:300m ² To <i>"General Residential 2"</i> With A Density Of 1:100m ²	E 9030	425
11.1.24	Approval Of Funds For Continuation Projects	1/2/3	479
11.1.25	Request For Approval Of Subsistence & Travel (S&T) For Councillors And One Management Representative Accompanying The Delegation To The SAIMSA Games: Kingdom Of Eswatini	1/2/3	480

12. **REPORTS AND RECOMMENDATIONS OF COMMITTEES OR THE CHIEF EXECUTIVE OFFICER**

None.

13. **DRAFT REGULATIONS AND TARIFFS, IF ANY**

None.

156 / 2026

MINUTES

of an **Ordinary Council Meeting** held in Council Chambers, Municipal Head Office, Swakopmund on **Thursday, 03 September 2026 at 19:00.**

PRESENT:

Councillor E Salomon	:	Deputy Mayor
Councillor A S Angula	:	Chairperson of the Management Committee
Councillor M N Amushila	:	Alternate Chairperson of the Management Committee
Councillor H U Weiman	:	Member of the Management Committee
Councillor C A Hartung	:	Member of the Management Committee
Councillor S S. Iitembu	:	Member of Council
Councillor M Kopitjie	:	Member of Council

OFFICIALS:

Mr A Benjamin	:	Chief Executive Officer
Mr H !Naruseb	:	General Manager: Finance (Acting)
Ms L N Mutenda	:	General Manager: Health Services and SWM
Ms M Urites	:	General Manager: Economic Development Services (Acting)
Mr J T Heita	:	General Manager: Town Planning (Acting)
Mr M Kruger	:	General Manager: Corporate Services, HC & ICT (Acting)
Mr A Strauss	:	General Manager: Engineering, Urban Development, & EM (Acting)
Mr K Hukununa	:	Health and Safety Officer
Mr D Gurusob	:	Assistant Animal Control Officer
Mr U Tjiurukue	:	Corporate Officer: Administration

ALSO PRESENT:

Members of the public.

1. OPENING BY PRAYER

Mr De Wet opened the meeting with a scripture reading and a prayer.

2. ADOPTION OF THE AGENDA OF THE MEETING OF COUNCIL

(C/M 2026/09/03 - 5/2/1/1/2)

On the proposal of Councillor C A Hartung, seconded by Councillor M N Amushila, it was:

RESOLVED:

That the agenda be adopted.

3. APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATION OF INTEREST BY MEMBERS OF COUNCIL**3.1 Application for leave of absence:**

- Councillor S M Kautondokwa - Approved
- Councillor B H Nawesas - Approved
- Councillor D Ariher - Approved

157 / 2026

3.2 Absent without an apology:

None.

3.3 Declaration of interest:

None.

4. **CONFIRMATION OF MINUTES**4.1 **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 JULY 2026**

(C/M 2026/09/03 - 5/2/1/1/2)

On the proposal of Councillor M N Amushila seconded by Councillor S Sitembu, it was:

RESOLVED:

That the minutes of the Ordinary Council Meeting held on 30 July 2026, be confirmed as correct.

5. **INTERVIEWS WITH DEPUTATIONS OR PERSONS SUMMONED OR REQUESTED TO ATTEND THE MEETING OF A COUNCIL**

None.

6. **PETITIONS**

None.

7. **MOTIONS OF MEMBERS**

None.

8. **ANSWERS TO QUESTIONS OF MEMBERS OF WHICH NOTICE WAS GIVEN**

None.

9. **OFFICIAL ANNOUNCEMENTS, STATEMENTS AND COMMUNICATIONS**

(C/M 2026/09/03 - 5/5/2)

Honourable Councillors, Mr. Alfeus Benjamin, the Chief Executive Officer, General managers, Managers and officials of Council, Pastor, Members of the community, Members of the media, Ladies and gentlemen

Good evening once again

Thank you very much for joining us tonight for the Council meeting. It is my great pleasure to announce two major events that took place during the month of August.

Firstly, on the 14th of August, the Municipality of Swakopmund marked an important milestone with the official handover of the first 20 urban agricultural allotment plots, supporting Council's vision of positioning Swakopmund as an Urban Agriculture Hub.

158 / 2026

The event was officiated by the Deputy Minister of Agriculture, Fisheries, Water and Land Reform. Council appreciates their continued support of initiatives aimed at strengthening food security and sustainable agriculture.

The allotment programme seeks to empower residents, promote sustainable food production and contribute to community wellbeing and local economic development. This achievement reflects the value of collaboration between Council, government, residents and its partners.

Furthermore, in our efforts to raise funds for the Mayoral Development Fund, we hosted the 2026 Mayoral Gala Dinner under the theme "From Potential to Prosperity: Empowering Youth for Namibia's Future."

The event, officiated by the Right Honourable Prime Minister, Dr Titunga Ngurare, brought together government, the private sector, development partners and community stakeholders in support of youth and community development.

A key focus was the Youth Entrepreneurial Development Initiative (YEDI), which supports young people in developing sustainable businesses and creating employment opportunities.

Through the generosity of sponsors, businesses and guests, the Gala Dinner raised an impressive N\$400,000. The funds will support the Office of the Mayor in responding to community needs and advancing initiatives that improve the lives of residents.

Council extends its sincere appreciation to everyone who contributed to the success of the event. These achievements demonstrate what can be accomplished through strong partnerships as we continue working towards a more empowered, resilient and prosperous Swakopmund.

Honourable Councillors, Ladies and gentlemen, Recognizing Our Dedicated Staff

The Municipality of Swakopmund recognises that the success and growth of our town would not be possible without the dedication, commitment and hard work of our staff members.

Our employees are the backbone of the Municipality. Every day, they contribute their skills, time and expertise to ensuring that essential services are delivered and that Swakopmund continues to grow and prosper. Their commitment plays a vital role in making Swakopmund the town it is today.

As we gather for this evening's meeting, we believe it is important to pause and recognise those staff members who have dedicated more than ten years of service to the Municipality. Their years of commitment, loyalty and contribution deserve our sincere appreciation and recognition.

Tonight, we honour the following staff members for their longstanding service to the Municipality:

1. N Kandjengo: 10 years
2. N Linovane: 10 years
3. S Shongolo: 10 years
4. P.J Pienaar for 20 years.

Dear colleagues, thank you very much for your continued service to Council.

159 / 2026

10. **REPORT OF THE MANAGEMENT COMMITTEE REFERRED TO IN SECTION 26(1) (E) OF THE ACT**

10.1 **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING AUGUST 2026**

(C/M 2026/06/29

5/2/1/1/2)

RESOLVED:

That the report to Council on the resolutions taken by Management Committee meetings held on 19 and 27 August 2026 be noted.

11.1.1 **ERONGO RED: REPRESENTATIVE TO SERVE ON ERONGO RED'S CONSUMER LIAISON COMMITTEE - AUGUST 2026 TO JULY 2028**

(C/M 2026/09/03

(5/6/3)

RESOLVED:

- (a) That Council nominates three (3) Swakopmund community members that fulfil the required qualifications of members to represent Swakopmund Community on a voluntary basis on Erongo RED's Consumer Liaison Committee on matters of common concern, interest and to exchange information and views and to give direction on its policies, procedures, and processes as they affect the community of Swakopmund, in the following suburbs:

- (i) ~~Mendes~~/Matutura/DRC/Wagdaar etc. - 1 Representative
- (ii) Tamariskia/Oceanview/Mile 4 - 1 Representative
- (iii) Vineta/~~Kramersdrif~~/CBD - 1 Representative

- (b) That each Councillor proposes a potential nominee(s) from which the three (3) most suitable candidates will be selected.

11.1.2 **REVISION OF ECC ADMINISTRATION FEES AND INTRODUCTION OF SUPPORTING LETTER FEES FOR LISTED ACTIVITIES**

(C/M 2026/09/03

17/1/3/1: 17/1/3/8)

RESOLVED:

- (a) That Council approves the increase of the Environmental Clearance Certificate administration fee from N\$200.00 to N\$300.00 per application.
- (b) That Council approves the implementation of an administration fee of N\$250.00 for the assessment and issuing of support letters for listed activities within the Municipality of Swakopmund's jurisdiction.
- (c) That the revised and new fees be incorporated into Council's tariff schedule with effect from a date approved by Council.
- (d) The General Manager of Engineering, Urban Development & Environmental Management Services will issue a notice to the public informing them of the Council's decision.

160 / 2026

11.1.3

REQUEST FOR ACCOMMODATION AND MEALS FOR THE SPECIAL RESERVE FORCE (SRF) FOR THE FESTIVE SEASON 2026/2027

{C/M 2026/09/03 - 3/15/1/1, 9/1/5/3}

RESOLVED:

- (a) That Council approves the request from NAMPOL for the provision of accommodation and meals for members of the Namibian Special Reserve Force (SRF) to assist with crime prevention for the period 14 December 2026 to 05 January 2027.
- (b) That recommendation (a) above be provided on condition that all SRF members deployed under this arrangement be accommodated solely for the purpose of crime prevention, law enforcement, traffic management, and public safety operations within the Swakopmund municipal area during the approved deployment period.
- (c) That Council's financial contribution be limited to the approved amount of N\$130,134.16 for ~~accommodation~~ and food and that any additional costs be borne by the Ministry of Safety and Security unless otherwise approved by Council.
- (d) That the Ministry of Safety and Security designate a senior officer responsible for the supervision, discipline, and conduct of all deployed SRF members at the Swakopmund Municipal Rest Camp and during operations.
- (e) That the approval is subject to a comprehensive post-operation report by NAMPOL to Council, detailing personnel deployed, operations conducted, arrests made, offences detected, traffic operations undertaken, incidents responded to and measurable outcomes achieved.
- (f) That future requests for Council support be accompanied by an evaluation of the previous deployment, including operational achievements, challenges encountered, and the impact on public safety within Swakopmund.
- (g) That any damage to municipal property or facilities arising from the conduct of deployed SRF members be reported immediately and recovered from NAMPOL.
- (h) That the cost be defrayed from Veto: 000016509500 Accommodation Namibian Police where N\$350,000.00 (2026/27) is available.

11.1.4

REQUEST TO REPEAL SALE AND APPROVE DONATION OF ERF 7619, SWAKOPMUND, EXTENSION 28 TO PARA-ATHLETE MR CHRIS KINDA

{C/M 2026/09/03 - E 7619}

RESOLVED:

- (a) That Council takes note of the request by Mr Chris Kinda to donate Erf 7619, Swakopmund, Extension 28.
- (b) That Council considers approving the request of Mr Chris Kinda to repeal partially of point (c) Council resolution passed on 14 November 2024, item 11.1.19 that reads:

161 / 2026

- (c) That Council allocates two erven to the applicants at the development cost for Extension 28 as follows:

No	Applicant	Erf No	Size	Zone	Land Value
1	Kelvin Grootenboer	7602	313	Residential	N\$39,125.00
2	Chris Kinda	7619	407	Residential	N\$50,875.00

And replace it with:

- (c) That Erf 7619, Swakopmund, Extension 28, measuring 407m² (serviced with government funds) be donated to Mr Chris Kinda on conditions that the following conditions for donation of erven in Extension 28 be enforced as was approved on 01 April 2025, item 11.1.23:

- (c) The following standard conditions be approved in addition to those passed on 8 October 2024, Council under item 11.1.9:

- (i) That the DONEE may not have previously owned or currently own in person or by virtue of marriage (current spouse or divorce) or by donation or inheritance or through the vehicle of a corporate entity, any immovable property in Namibia. That it be explored to see the past marital implications and be forwarded to the Management Committee for consideration.
- (ii) That after allocation and transfer, the DONEE may not evict other occupants on the erf until such time Council avails land to offer tenants to be resettled.
- (iii) That all costs related to this transaction, which may include the cost for the compilation of the deeds of donation, bond, and transfer registration, be for the account of the DONEE
- (iv) That should it be found at any time, that a DONEE has not been honest with Council in obtaining housing or erven, whilst they have owned or own fixed property, the transaction be cancelled, and all payments made in respect of the transaction be forfeited and the erf be repossessed if necessary and allocated to the next qualifying DONEE."
- (v) That Ministerial approval be obtained for the transfer of the properties.

- (d) That a deeds search be conducted to verify all DONEES selected for donation are indeed first-time property owners.
- (e) That all qualifying DONEES pay an administrative fee of N\$1,000.00.
- (f) That a restriction be placed on the sale of erven for 10 years and a pre-emptive right be included in the Deed of Donation for all erven to be donated in Extension 28.
- (g) That the 10-year period in respect of the restriction of sale of improved erven commences from the date of transfer of the property.
- (h) That should the DONEES wish to sell their erven after the expiry of 10 years, and the erven are un-improved, the erven first be offered to Council.

162 / 2026

- (i) That DONEES who construct houses, and receive completion certificates, may not sell the property for a period of 10 years from the date of the completion certificate. Upon expiry of the 10-year period, the DONEES may sell the erven without first offering it to Council.
- (j) That the DONEES be informed that they will not qualify for low-cost housing scheme again if they sell the erven.
- (k) That no temporary structures may be constructed on the erven.
- (l) That the occupants of Extension 20 who cannot be accommodated in the said Extension due to unemployment or income below N\$3,000.00 (ultra-low) be relocated to the New Reception area at the Northern Wedge once the site is ready for occupation."
- (i) That failure to comply with the conditions of donation may result in the withdrawal of the allocation and the reallocation of the property to another qualifying beneficiary with a disability.

11.1.5

ERF 2592, EXTENSION 12, MATUTURA - MS MARIETTE CECILIA ENGELBRECHT // MR REGINALD ROGER HOFFMAN

@ REPEAL POINT (D) OF THE COUNCIL RESOLUTION OF 28 JULY 2022,

ITEM 11.1.14

@ REPEAL OF POINT (E) OF THE COUNCIL RESOLUTION OF 30 JANUARY

2025, ITEM 11.1.20

(C/M 2026/09/03 - E 2592 M)

RESOLVED:

- (a) That it be noted that Council approved the waving of the pre-emptive right on 28 July 2022 under item 11.1.14 plus 30 January 2025 under item 11.1.20 by allowing Ms Mariette Cecilia Engobrecht to sell Erf 2592, Extension 12, ~~Matutura~~ to a third party.
- (b) That Council repeals point (c) and (d) of Council resolution passed on 28 July 2022 under item 11.1.14 and point (e) of the Council resolution of 30 January 2025, item 11.1.20 by allowing the exemption of obtaining ministerial approval and allowing the long overdue sale of Erf 2592, ~~Matutura~~, Extension 12 between Ms Mariette Cecilia Engelbrecht and to Mr Reginald Roger Hoffman, the third party.
- (c) That Council gives approval for Mr Reginald Roger Hoffman to purchase Erf 2592, ~~Matutura~~, Extension 12, considering the financial investment he has made to alleviate the financial strain faced by the current owner Ms Mariette Cecilia Engelbrecht.
- (d) That the National Housing Enterprise provide consent for the sale of Erf 2592, ~~Matutura~~, Extension 12 from Ms Mariette Cecilia Engelbrecht to Mr Reginald Roger Hoffman.
- (e) That all future waiver requests be submitted to the National Housing Enterprise for consent.
- (f) That the transferring attorney be informed to draft a tripartite agreement between the Seller, the third party (buyer), NHE and Council.

163 / 2026

- (g) That a tripartite agreement be a mandatory requirement whenever the third parties intend to sell the property and there is a remainder of the 10-year restriction period which is not completed.
- (h) That the remainder of the 10-year pre-emptive right (as outlined in Clause 2.3.1) be transferred to the third party, to commence on the date of registration of the property in the name of the third party.

For example, the property was registered in the name of Ms M C Engelbrecht on 19 March 2020. The 10-year pre-emptive right therefore runs until 2030. Since she now wishes to sell the property in 2026, the third party will assume the remaining 4 years (2026-2030) of the pre-emptive period from the date of registration.

- (i) That the condition of the 4-year pre-emptive right below be transferred to the third party to commence on date of the property being registered in the name of the third party.

2.3.1 The Beneficiary (or his/her successors in title) is restrained from the alienation of the Property, any share therein, any portion thereof or any sectional title unit or right to erect such unit thereon, for a period of 9 (nine) years as from the date of registration of transfer of the Property into the name of the Buyer pursuant to this agreement, unless the Council has consented to such transfer in writing and the Property was offered in writing for the sale to the Council. The Council shall, within 60 (sixty) days of the receipt of the written offer, be entitled to accept the offer to purchase the Property at the price equal to the agreed costs for the construction of the Property herein recorded, plus the reasonable costs which the Beneficiary may have incurred to further permanently improve the Property (excluding the costs of maintenance and upkeep thereof), which costs shall be determined by an independent valuator appointed by the Council, whose determination shall be final and binding on the parties. For the purposes of this clause 2.3.1, "alienation" shall not include the passing of ownership by means of marriage, inheritance or due to legal processes following divorce, sequestration or affecting the Beneficiary's legal status or capacity.

- (j) That Ms M C Engelbrecht be informed that she does not qualify for further allocation in any of the low-cost housing programmes.
- (k) That this case shall not be used as a precedent, and that Council, in future, address the recurring issue of attorneys facilitating the sale of low-cost housing properties to third parties despite the pre-emptive rights held over such properties.
- (l) That all non-first-time homeowners who were allocated with houses under the Mass Housing Development Programme before 21 May 2024 be exempted from the allocation criteria defined in Clause 6.5.3 of the approved standard triparty conditional donation agreement.

164 / 2026

11.1.6

EXEMPTION FROM PAYMENT OF ASSESSMENT RATES

{C/M 2026/09/03 . 3/4(1/2)}

RESOLVED:

- (a) That exemption from payment of assessment rates in terms of Section 75 of the Local Authorities Act, Act 23 of 1992 (as amended), be granted in respect of the following properties:

Erf Number	Organisation / Body	Purpose for which the Erf is Used
Erf 4443	Eagle Christian Centre	Church
Erf 3514	SFC Sport Club Namibia	Sport Club
Erven 1772 & 1774, 3422 Swk.	Private School Swakopmund	Educational
Erf 776, 787	A.M.E Church	Church
Erf 8199, 9104	Tangeni Shilongo Namibia	Educational
Erven 4235, 4236 & 4237 and Ext 21	Pro-Erf Akademie Parents Association	Educational
Erf 1613, 10028	Scientific Society Swakopmund Kirche	Scientific Development & Educational
Erf 183, Swk.	Evangelical Luth	Church
Erf 1111 Swk.	Evangelical Mission Church	Church
4371, Mon	Evangelical Bible Church	Church
Erf 1739, Swk.	Evangelical Stadtmission Swakopmund	church
Erven 3088,	A F M of Namibia	Place of Worship
Erf 449, 3290 Mon	Overton Parish Elcin	Place of Worship
Erf 8680, Swk.	A G S Filadelfia Swakopmund	Place of Worship
Erf 3534 & 4234, Swk.	Deutsche Pfadfinder	Youth Organisation
Erven 236 & 412, Tam	Volle Evangelic Kerk van Oed	Place of Worship
Erven 723, 724, 725, 726 & 728, Swk.	Deutscher Schulverein Swk.	Hostel, Kindergarten, + School
Erf 763, 309 Swk.	New Apostolic Church	Place of Worship
Erven 195 & 196 A, & 3063, 3064, 3063 Swk.	The Mission Benedictine Sister's	Sisters Living Quarters
Erven 303, 388, 800 & 801 Swk.	United Reformed Church	Place of Worship
Erf 3158, Swk.	Nederduitsh Hervormdkerk van Afrika	Place of Worship
Erf 1544, 4347M	Swakopmund COSDEC	Institutional Training Centre
Erf 1514, Swk.	Swakopmund Christian Academy	Educational
Erf 1239 Tamariskia	Namibia Training Foundation	Educational
Erf 4369, Mon	Moravian Church of Namibia	Place of worship
Erf 5843, Swk.	Believer Fellowship Church	Place of worship
Erf 949, 24, 284, Swk.	Roman Catholic Church	Place of worship
Erf 4368, Mon	Ebenezer Christian Church	Place of Worship
Erf 5824, Swk.	Shefar Christian Swakopmund	Place of Worship
4953	RC Mission Antonius	church
Erf 602, Mon	Evangelical Bible church	Place of Worship
Erf 681, 2108, Swk.	The Old Apostolic Church	Place of worship

165 / 2026

Erf 4367	Oriuvano Protestant Unity	Church
Erf 783, 783, 622	Rhenish Church in Namibia	Church
Swk Erf 493	St Boniface Anglican Church	Church
Erf 671	Rossing Foundation	Educational
Erf 308	NG Kerk Swakopmund	Church
Erf 2781, 801, 813, 4200	Lion's Club Welfare	Accommodation for Elderly
Erf 4377	Swakopmund Central Seventh Day Adventist	Church
Erf 215	Solid Rock	Education
Erf 4690	Stepping Stone	Education

- (b) That the exemption of payment of assessment rates be credited with effect 1 July 2026 where applicable.
- (c) That the late applications be noted, and the applicant be informed that they cannot be exempted due to the late submission.

No.	Name Of The Entity	Purpose	Erf No:	Submission Date
1.	AFM (AGS) Tamariskia	Church	Erf 614 & 567	09 June 2026
2.	Gustav Kamuteke Residential	Pastor's residential Erf	Erf 779 Tamariskia	02 June 2026
3.	Fresh Water Pentecostal Assembly of God	Church	Erf 910 Tamariskia	02 June 2026
4.	Swakopmund Baptism	Church	Erf 4264	16 June 2026
5.	Anglikaanse Kerk	Church	Erf 603	23 June 2026

11.1.7

CHANGE OF THE ERF 7743 TO ERF 7742, EXTENSION 28, SWAKOPMUND ALLOCATED TO MS GERLINDE METLING //AWASES

{C/M 2026/09/03 - E 7742}

RESOLVED:

- (a) That the Council resolution taken on 04 November 2025 under item 11.1.28 (b), be amended to read:
- (b) "That Council approves the allocation of Erf 7742, Extension 28, Swakopmund to Ms Gerlinde Matling ~~//Awases~~."
- (b) That ministerial consent be obtained to donate Erf 7742, Extension 28, Swakopmund to Ms Gerlinde Matling ~~//Awases~~.
- (c) That Ms ~~//Awases~~ be informed to pay the administrative fee of N\$1,000.00 to Council upon receipt of ministerial consent.

166 / 2026

11.1.B

MASS HOUSING DEVELOPMENT PROGRAMME: APPLICATION FOR THE APPROVAL OF A SUBSTITUTE PURCHASER FOLLOWING THE WAIVER OF THE PRE-EMPTIVE RIGHT OVER ERF 2202, EXTENSION 10, MATUTURA BY MS YVONNE MALETZKY

(C/M 2026/09/03 - E 2202 M)

RESOLVED:

- (a) That Council takes note that Ms Francina ~~Mukeshange~~ Shinedima, previously approved by Council on 03 March 2026 under item 11.1.30 as purchaser of Erf 2202, Extension 10, ~~Matutura~~, withdrew from the transaction due to the prolonged period taken to finalise Council's approval while the Standard Operating Procedures for the waiver of pre-emptive rights were being developed.
- (b) That Council approves the substitution of the previously approved purchaser with Ms Nally Livonia Ghandhi Hones as the new prospective purchaser of Erf 2202, Extension 10, ~~Matutura~~, who meet the eligibility criteria such as:

<i>The Third-Party Criteria</i>	<i>Do They Comply</i>
1. <i>He or she must be on the Master Waiting List</i>	<i>No</i>
2. <i>Must reside in Swakopmund</i>	<i>Yes</i>
3. <i>Must be a first-time homeowner</i>	<i>Yes</i>
4. <i>Must earn at least N\$ 6000.00 or more</i>	<i>Yes</i>

- (c) That Council confirms that all other conditions contained in its resolution of 3 March 2026 under Item 11.1.30, shall remain enforceable to Ms Nally Livonia Ghandhi Hones.
- (d) That that this transaction be excluded from the application of the Standard Operating Procedures, as Council has already approved the waiver of the 10-year pre-emptive right.

11.1.9

INTRODUCTION OF THE INFORMAL TRADING FRAMEWORK FOR SWAKOPMUND

(C/M 2026/09/03 - M1)

RESOLVED:

- (a) That Council approves the Informal Trading Framework as the guiding framework for the regulation, support and formalization of informal trading within the municipal area.
- (b) That Council approves the temporary and long-term trading permit templates attached to the framework for administrative use by the Municipality.
- (c) That Council authorizes the Chief Executive Officer, through the relevant departments, to implement the framework, including trader registration, permit administration, site allocation, stakeholder consultation, compliance monitoring and trader support activities.
- (d) That Council notes that trading fees will be applied in accordance with approved and gazetted tariffs, and that any future infrastructure or budgetary requirements will be submitted separately for consideration.
- (e) That the framework be reviewed periodically, or as directed by Council, based on implementation experience, stakeholder feedback, compliance levels and changes in municipal priorities.

167 / 2026

11.1.10

REQUEST FOR SPONSORSHIP ADVERTISEMENT ON VREDE REDE PRIMARY SCHOOL BOUNDARY WALL

(C/M 2026/09/03 - M 1)

RESOLVED:

- (a) That approval be given to the Vrede Rede Primary School to place Boundary Wall advertisements for Erf 1, Mondosa as per illustration provided.
- (b) That the advertisement illustration be limited to the portion of boundary wall on Mondelani Street & Festus Gonteb Street.
- (c) That the actual advertisements to be placed on the Boundary wall be presented to the General Manager: Engineering, Urban Development & Environmental Management for approval before illustrations are placed.
- (d) That the Advertisements always be kept in a well-maintained state and be repaired if any environmental damages or graffiti be found on the advertisements.
- (e) That Council retain the right to withdraw approval of the Boundary Wall Advertisement if the wall is not sufficiently maintained.

11.1.11

APPLICATION FOR CONSENT TO LEASE MUNICIPAL LAND - PORTION OF PARKING AREA IN FRONT OF SFC HALL

(C/M 2026/09/03 - 17/2/8/1/2)

RESOLVED:

- (a) That Council takes note of the lease application by Swakopmund ~~Kamevalsverein~~ to lease a portion of land in front of SFC hall, measuring approximately 237m² for a temporary period for the purpose of storage of equipment.
- (b) That Council approves the application of Swakopmund ~~Kamevalsverein~~ lease on a temporary basis for a maximum period of 12 months.
- (c) That the monthly rental be N\$34.50/m² x 237m² = N\$8,176.50 + N\$1,226.50 (15% VAT) = N\$9,402.99 with an annual escalation of 7% starting 1 July 2027.
- (d) That Council reserves the right to cancel the lease if valid objections from the public are received.
- (e) That the lease be subject to the standard conditions and the following:
 - (i) That the lease accepts the conditions of the lease in writing and pay deposit equal to 1 month's rental amount
 - (ii) That a notice of termination period of three (3) months for both parties be applicable and reinstate the area to its original condition at the lease's cost.
 - (iii) That no fixed structures be erected and that temporary structures be erected at the risk of the lessee and be removed at the cost of the lessee at the termination / lapsing of the lease period.
 - (iv) That all costs involved be for the lease's account.

168 / 2026

- (v) That should the lessee cease operating, they must inform Council in writing.
- (vi) That the applicant shall indemnify and keep Council indemnified during the full period of this agreement against possible claims, which may arise from the use of a portion of the sidewalk concerned by the lessee.
- (f) That ~~Karnovalsverein~~ be informed that the lease is only for a 12-month period and not renewable as the main purpose of the area is for parking for the ~~general public~~.

11.1.12

APPLICATION FOR EXEMPTION FROM THE FIRST-TIME HOMEOWNERSHIP REQUIREMENT: MS GRIETJIE PALMER - ERF 8510, EXTENSION 31, SWAKOPMUND (NORTH)

{C/M 2026/09/03 - E 8510}

RESOLVED:

- (a) That Council takes note of Ms ~~Grietjie~~ Palmer's appeal against the cancellation of the allocation of Erf 8510, Extension 31, Swakopmund (North).
- (b) That Council takes note that Ms Palmer previously co-owned Erf 1644, ~~Kuisbmond~~, Walvis Bay, together with her former spouse, and that the property was disposed of following their divorce and settlement of the outstanding mortgage bond.
- (c) That Council, takes note of the factors which influence first-time homeownership, including divorce, relocation and changes in personal circumstances, exempting Ms ~~Grietjie~~ Palmer from the first-time homeownership requirement applicable to the allocation of Erf 8510, Extension 31, Swakopmund (North).
- (d) That the cancellation of the allocation be withdrawn and that the allocation and transfer process relating to Erf 8510, Extension 31, Swakopmund (North), proceed in accordance with the applicable housing programme requirements.
- (e) That Council confirms that this exemption is granted on the specific facts and merits of this case and shall not automatically constitute a precedent for future applications.

11.1.13

REQUEST FOR TRANSFER OF FUNDS FOR THE COMPLETION OF RENOVATION OF THE FACILITIES ON ERF 610, TAMARISKIA TO SERVE AS AN EMERGENCY SHELTER

{C/M 2026/09/03 - T 610}

RESOLVED:

- (a) That the General Manager: Finance be granted permission to transfer the amount of N\$2,993,376.05 from Veto: 250531005900 [The Renovation of the Facilities on Erf 610, Tamariskia to serve as an Emergency Shelter] to a new veto for the completion of the ~~the~~ renovation of the facilities on Erf 610, Tamariskia to serve as an Emergency Shelter as well remuneration for the consultancy services.
- (b) That the veto be included on the Capital Budget 2026/2027 as a continuation project.

169 / 2026

11.1.14

FEEDBACK REPORT ON THE EXPERT CONFERENCE ON SOLAR ENERGY AND REQUEST FOR COUNCIL ENDORSEMENT OF THE "DATA-DRIVEN SOLAR ENERGY FOR FUTURE-ORIENTED ENERGY SUPPLY IN SWAKOPMUND" PROJECT

{C/M 2026/09/03 - 9/2/1}

RESOLVED:

- (a) That Council takes note of the feedback report on the Expert Conference on Solar Energy held in Dar es Salaam, Tanzania, from 22-25 June 2026.
- (b) That Council endorses the implementation of the project titled "Data-Driven Solar Energy for Future-Oriented Energy Supply in Swakopmund."
- (c) That should there be a need for benchmarking such request be submitted to Council for consideration.
- (d) That Council approves the allocation of funds for the planning and construction of a solar photovoltaic carport to supply renewable electricity to the Municipal Head Office.
- (e) That the project report be submitted to the council for endorsement.

11.1.15

REQUEST FOR TRANSFER OF FUNDS FOR THE SUPPLY AND DELIVERY OF A PLOTTER TO THE SWAKOPMUND MUNICIPALITY

{C/M 2026/09/03 - 5/3/1/1/1}

RESOLVED:

- (a) That the General Manager: Finance be granted permission to transfer the amount of N\$186,022.00 from Vote: 500031032800 [Supply and Delivery of a Plotter to the Swakopmund Municipality] to the new 2026/2027 financial year.
- (b) That the vote be included on the Capital Budget 2026/2027 as a continuation project.

11.1.16

REQUEST FOR TRANSFER OF FUNDS FOR THE COMPLETION OF RENOVATION OF THE SEATING CUBICLES AT THE MOLE

{C/M 2026/09/03 - 14/2/4/3}

RESOLVED:

- (a) That the General Manager: Finance be granted permission to transfer the amount of N\$1,313,243.21 from vote 400031018800 [Upgrade and Renovations of Mole Seating Cubicle] to a new vote for the completion of the Seating Cubicles at the Mole as well as remuneration for the consultancy services.
- (b) That the vote be included on the Capital Budget 2026/2027 as a continuation project.

170 / 2026

11.1.17

CONSOLIDATION OF ERVEN 6092 AND 6093 SWAKOPMUND, EXTENSION 20 INTO NEW CONSOLIDATED PORTION A

(C/M 2026/09/03 E 6092, E 6093)

RESOLVED:

- (a) That the consolidation of Erven 6092 and 6093, Swakopmund, Extension 20 into Consolidated Portion A be approved.
- (b) That the current title deed conditions registered against Erven 6092 and 6093, Swakopmund, Extension 20 be cancelled and the following title deed conditions be registered against the newly created Consolidated Portion A:
 - (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (No.5 of 2018).*
 - (ii) *The building value of the main building, including all outbuildings to be erected on the erf, shall be at least four (4) times the municipal valuation of the erf.*
- (c) That the on-site parking requirements be as per the Swakopmund Zoning Scheme.
- (d) That the applicant obtains an Erf Number from the Surveyor General before certification of the consolidation plans by the Council's Town Planner.
- (e) That the applicant provides proof that the consolidated erf has been surveyed and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.
- (f) That should any relocation, alteration, or upgrading of services be required because of the proposed development, be for the account of the owner and be installed in accordance with the specifications and to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
- (g) That the applicant be informed of this decision and of the rights to appeal the Council decision (b) (ii) to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

171 / 2026

11.1.18

SUBDIVISION OF REMAINDER OF PORTION 1 OF FARM SWAKOPAUE WEST NO.186, INTO PORTIONS A, B AND REMAINDER

(C/M 2026/09/03 - REM PTN 1/F186)

RESOLVED:

- (a) That the subdivision of Remainder of Portion 1 of Farm ~~Swakopaua~~ West No.186, into Portions A, B and Remainder be approved as per the table below:

Portion Number	Size in Ha	Zoning
Portion A	3.6 ha	Agriculture
Portion B	3.6 ha	Agriculture
Rem/PTN 1	3.5 ha	Agriculture
Total	10.8308 ha	

- (b) That the area of all proposed Portions A, B and Remainder of Portion 1 be not less than 3.5 Ha in extent as per stipulations of Zone C - Urban Agriculture of the Swakopmund Structure plan 2020-2024.
- (c) That the primary land use of the proposed subdivided Portions A and B shall remain "Agriculture", in accordance with Table B of the Swakopmund Zoning Scheme.
- (d) That the conditions registered against Portion 1 of Farm ~~Swakopaua~~ West No. 186, Swakopmund be cancelled and the following conditions be registered against Portions A, B and the Remainder of Portion 1, in favour of the Local Authority:
- (i) That the portion shall be used or occupied for the purposes which are in accordance with, and the use or occupation of the portion shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).
- (ii) The building value of the main building, excluding the outbuilding to be erected on the portion shall be at least two times the municipal valuation of the portion.
- (e) That the applicant obtains a Portion Numbers from the Surveyor General before certification of the subdivisional plans by the Council's Town Planner.
- (f) That upon presentation of portion numbers obtain from the Office of the Surveyor General by the applicant to the Town Planning Department, the Town Planner issue the subdivision certificate and certify the subdivision plan.
- (g) That Portion A and B be subject to a compensation fee in respect of an endowment fee of 7.5% of the land value (market values as determined by Council valuer).
- (h) That no building plans be approved until proof of payment of the compensation fee for the newly created portions has been received by Council.
- (i) That the applicant provides proof that the subdivision of Remainder of Portion 1 of Farm ~~Swakopaua~~ West No.186, Swakopmund into Portions A, B and Remainder has been surveyed and approved by the

172 / 2026

Surveyor General and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.

- (j) That the cost of upgrading and all additional infrastructure leading to and required at the portions as a result of the proposed subdivision and subsequent development of land parcels be for the account of the applicant and in accordance with the specifications of the General Manager: Engineering Urban Development and Environmental Management.
- (k) That the General Manager: Engineering, Urban Development and Environmental Management undertake an audit of septic tanks on the Swakopmund smallholdings, assess their impact on environment and determine mitigation measures in anticipation of future subdivisions.

11.1.19

CONSOLIDATION OF ERVEN 6168 AND 6169, SWAKOPMUND, EXTENSION 20 INTO NEW CONSOLIDATED PORTION C

{C/M 2026/09/03 - E 6168, E 6169}

RESOLVED:

- (a) That the consolidation of Erven 6168 and 6169 Swakopmund, Extension 20 be approved.
- (b) That the current title deed conditions registered against Erven 6168 and 6169, Swakopmund, Extension 20 be cancelled and the following title deed conditions be registered against the newly created Consolidated Portion C:
 - (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (No.8 of 2018).*
 - (ii) *The building value of the main building, including all outbuildings to be erected on the erf, shall be at least four (4) times the municipal valuation of the erf.*
- (c) That the on-site parking requirements be as per the Swakopmund Zoning Scheme.
- (d) That the applicant obtains an Erf Number from the Surveyor General before certification of the consolidation plans by the Council's Town Planner.
- (e) That the applicant provides proof that the consolidated erf has been surveyed and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.
- (f) That should any relocation, alteration, or upgrading of services be required because of the proposed development, be for the account of the owner and be installed in accordance with the specifications and to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.

173 / 2026

- (g) That the applicant be informed of this decision and of the rights to appeal the Council decision (b) (ii) to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

11.1.20

CONSOLIDATION OF ERVEN 6117 AND 6118, SWAKOPMUND, EXTENSION 20 INTO NEW CONSOLIDATED PORTION B

(C/M 2026/09/03 E 6117, E 6118)

RESOLVED:

- (a) That the consolidation of Erven 6117 and 6118, Swakopmund, Extension 20 into Consolidated Portion B be approved.
- (b) That the current title deed conditions registered against Erven 6117 and 6118, Swakopmund, Extension 20 be cancelled and the following title deed conditions be registered against the newly created Consolidated Portion B:
- (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (No.5 of 2018).*
- (ii) *The building value of the main building, including all outbuildings to be erected on the erf, shall be at least four (4) times the municipal valuation of the erf.*
- (c) That the on-site parking requirements be as per the Swakopmund Zoning Scheme.
- (d) That the applicant obtains an Erf number from the Surveyor General before certification of the consolidation plan by the Council's Town Planner.
- (e) That the applicant provides proof that the consolidated erf has been surveyed and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.
- (f) That should any relocation, alteration, or upgrading of services be required because of the proposed development, be for the account of the owner and be installed in accordance with the specifications and to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
- (g) That the applicant be informed of this decision and of the rights to appeal the Council decision (b) (ii) to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

174 / 2026

11.1.21

APPLICATION FOR CONSOLIDATION OF ERVEN 6109 AND 6110, SWAKOPMUND, EXTENSION 20 INTO NEW CONSOLIDATED PORTION D
(C/M 2026/09/03 - E 6109, E 6110)

RESOLVED:

- (a) That the consolidation of Erven 6109 and 6110 Swakopmund Extension 20 into Consolidated Portion D be approved.
- (b) That the current title deed conditions registered against Erven 6109 and 6110, Swakopmund, Extension 20 be cancelled and the following title deed conditions be registered against the newly created Consolidated Portion D:
 - (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (No.5 of 2018).*
 - (ii) *The building value of the main building, including all outbuildings to be erected on the erf, shall be at least four (4) times the municipal valuation of the erf.*
- (c) That the on-site parking requirements be as per the Swakopmund Zoning Scheme.
- (d) That no access is permitted from Baebab Street.
- (e) That the applicant obtains an Erf number from the Surveyor General before certification of the consolidation plan by the Council's Town Planner.
- (f) That the applicant provides proof that the consolidated erf has been surveyed and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.
- (g) That should any relocation, alteration, or upgrading of services be required because of the proposed development, be for the account of the owner and be installed in accordance with the specifications and to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
- (h) That the applicant be informed of this decision and of the rights to appeal to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

11.1.22

APPROVAL OF FUNDS FOR CONTINUATION PROJECTS
(C/M 2026/09/03 - 3/1/1/1/1)

RESOLVED:

That Council approves the request to identify the following 2025/2026 Capital Project as "Continuation":

- Solar Pathway Lights Complete = 350,000.00 (550031033200)

175 / 2026

11.1.23

CONSOLIDATION OF ERVEN 10827, 10828, AND 10829, SWAKOPMUND, EXTENSION 42 INTO CONSOLIDATED ERF "X", SUBDIVISION INTO 19 PORTIONS AND REMAINDER AND THE REZONING OF PORTIONS 1-19 AND REMAINDER FROM "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:250M² TO "SINGLE RESIDENTIAL" WITH DENSITY OF 1:300M²

(C/M 2026/09/03 - E 10827, E 10828, E 10829)

RESOLVED:

- (a) That the consolidation of Erven 10827, 10828, and 10829, Swakopmund, Extension 42, into Consolidated Erf X be approved.
- (b) That the subsequent subdivision of Consolidated Erf X into 20 portions (comprising Portions 1 to 19 and the Remainder) be approved in accordance with the proposed subdivision layout.
- (c) That the rezoning of the newly created 20 portions from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m² be approved.
- (d) The current title deed conditions registered against Erven 10827, 10828 and 10829, Swakopmund, Extension 42 be cancelled and the following title deed conditions be registered against Portions 1-19 (portions of Erven 10827, 10828 & 10829, Swakopmund Extension 42) and the Remainder of Swakopmund Extension 42.
 - (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (No.5 of 2018).*
 - (ii) *The building value of the main building, including the outbuilding to be erected on the erf, shall be at least two times the municipal valuation of the erf.*
- (e) That all costs associated with the provision and installation of service connections to each new erf, including any required relocation, alteration, or upgrading of existing services, be borne by the developer to the satisfaction of the Local Authority, Erongo RED, and Telecom Namibia.
- (f) That the applicant obtains Erf Numbers from the Surveyor General before certification of the subdivisional and consolidation plans by the Council's Town Planner.
- (g) That upon presentation of Erf numbers obtain from the Office of the Surveyor General by the applicant to the Town Planning Department, the Town Planner issue the subdivision certificate.
- (h) That the applicant provides proof that the consolidated and subdivided Erf has been surveyed and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.
- (i) That the Planning Department facilitates the promulgation of the consolidation of Erven 10827, 10828 and 10829, Swakopmund, Extension 42 into a newly Consolidated Erf "X", subdivision of Consolidated Erf X into 19 portions and Remainder and the rezoning of Portions 1-19 and Remainder from "General Residential 2" with a density of 1:250m² to "Single Residential" with a density of 1:300m² in accordance with the Authorised Planning Authority approval conditions.

176 / 2026

11.1.24

APPLICATION FOR THE CONSOLIDATION OF ERVEN 1217 AND 1218, TAMARISKIA, EXTENSION 3 INTO CONSOLIDATED ERF X AND REZONING OF CONSOLIDATED ERF X FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:600M² TO GENERAL RESIDENTIAL 1 WITH A DENSITY OF 1:250M²

(C/M 2026/09/03 - T 1217, T 1218)

RESOLVED:

- (a) That Erven 1217 and 1218, Tamariskia, Extension 3 be consolidated into Consolidated Erf X.
- (b) That Consolidated Erf X, Tamariskia, Extension 3 be rezoned from "Single Residential" with a density of 1:600m² to "General Residential 1" with a density of 1:250m² be approved.
- (c) That the rezoning of Consolidated Erf X, Tamariskia, Extension 3 is subject to a compensation fee of 20% with respect to Bottermont calculated in accordance with Section 9 (b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) Regulations in conjunction with the national bottermont fee policy of 2009.
- (d) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the rezoning has been received by Council.
- (e) That the applicant obtains an Erf number from the Surveyor General before certification of the consolidation plan by the Council's Town Planner.
- (f) That the applicant provides proof that the consolidated erf has been surveyed and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.
- (g) That only one access point be granted in Zodiac Avenue and a maximum of two accesses points be permitted along Calle Schlottwein Street to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management Department.
- (h) That prior to the submission of building plans, the applicant shall, at own cost, undertake the necessary engineering infrastructure studies and implement any required upgrades or mitigation measures to the satisfaction of the Engineering, Urban Development and Environmental Management Department.
- (i) That all additional infrastructures required because of the proposed development be for the account of the applicant or the owner and in accordance with the specifications and satisfaction of the General Manager: Engineering, Urban Development and Environmental Management Department.
- (j) That all the parking be provided on-site in line with the Swakepmund Zoning Scheme and no parking on street reserve shall be tolerated.

177 / 2026

11.1.25

APPLICATION FOR THE REZONING OF ERF 400, SWAKOPMUND FROM "GENERAL BUSINESS" WITH A BULK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0

{C/M 2026/09/03 - E 400}

RESOLVED:

- (a) That the rezoning of Erf 400, Swakopmund from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0 be approved.
- (b) That the implementation of this Council decision only be affected upon the promulgation of the Swakopmund Zoning Scheme No.71.
- (c) That the rezoning of Erf 400, Swakopmund is subject to a 30% compensation fee calculated according to the National Betterment Fee Policy of 2009 and be paid by the applicant.
- (d) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the rezoning has been received by Council.
- (e) That the applicant undertakes an infrastructure study to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
- (f) That the developer approaches the Engineering, Urban Development and Environmental Management for guidance with regard to infrastructure study.
- (g) That the cost of upgrading and all additional infrastructure leading to and required at the erf as a result of the proposed development be for the account of the applicant and be installed in accordance with the specifications of the General Manager: Engineering Urban Development and Environmental Management.
- (h) That the applicant submits a parking layout indicating the parking on-site proportional to the bulk factor of 4.0, in line with the Swakopmund Zoning Scheme. No parking on street reserve; shall be tolerated.
- (i) That the applicant provides proof that the rezoning has been approved by the Minister and promulgated, and any development plan or proposal before and after of such approval should be confined to "General Business" and a bulk of 4.0.

11.1.26

REZONING OF ERF 8925 SWAKOPMUND FROM "GENERAL BUSINESS" WITH A BULK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0

{C/M 2026/09/03 - E 8925}

RESOLVED:

- (a) That the rezoning of Erf 8925, Swakopmund from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0 be turned down.
- (b) That instead, Erf 8925, Swakopmund, be rezoned from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0,

178 / 2026

- (c) That the applicant provides proof that the rezoning of Erf 8925, Swakopmund, from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 has been approved by the Minister and promulgated before any submission of building plans to the Engineering, Urban Development and Environmental Management for approval.
- (d) That the rezoning of Erf 8925, Swakopmund, from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 is subject to a 30% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.
- (e) That no building plans inclusive of relaxation of building lines relaxation or aesthetics application be approved until proof of payment of the compensation fee has been received by Council.
- (f) That all additional infrastructures that are to be required as a result of the proposed development be for the account of the applicant and in accordance with the specifications of the General Manager: Engineering, Urban Development and Environmental Management.
- (g) That the applicant be responsible for conducting, at its own cost, an infrastructure study to assess the ability to accommodate the proposed future densification and to identify any potential infrastructure constraints, to the satisfaction of the Department of Engineering, Urban Development and Environmental Management.
- (h) That parking requirements be on-site as per the Swakopmund Zoning Scheme.
- (i) That the applicant be informed of this decision and of the rights to appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

11.1.27

APPLICATION FOR THE REZONING OF ERF 3661 (A PORTION OF ERF NO. 313), SWAKOPMUND, EXTENSION 1 FROM "GENERAL BUSINESS" WITH A BULK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0
{C/M 2026/09/03 - E 3661}

RESOLVED:

- (a) That the rezoning of Erf 3661 (a Portion of Erf No. 313), Swakopmund, Extension 1 from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0 be turned down.
- (b) That Erf 3661 (a Portion of Erf No. 313), Swakopmund, Extension 1 be rezoned from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 instead.
- (c) That prior to the submission of building plans, the applicant shall, at own cost, undertake the necessary engineering infrastructure studies and implement any required upgrade or mitigation measures to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management Department.

179 / 2026

- (d) That the applicant submit a parking layout indicating the on-site parking proportional to the bulk of the proposed development in line with the Swakopmund Zoning Scheme. No parking on street reserve; shall be tolerated.
- (e) That this Council decision only be implemented upon the promulgation of Swakopmund Zoning Scheme 71 in the Government Gazette.
- (f) That the rezoning of Erf 3661 (a Portion of Erf No. 313), Swakopmund Extension 1 from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 be subject to a 30% compensation fee in respect to betterment, calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant before any submission of building plans to the Engineering, Urban Development and Environmental Management Department for approval.
- (g) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the rezoning has been received by Council.
- (h) That the applicant be informed of this decision and of the rights to appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

11.1.28

NOMINATION OF THE CHIEF EXECUTIVE OFFICER, MR ALFEUS BENJAMIN TO SERVE ON THE INTERNATIONAL SCIENTIFIC ADVISORY COMMITTEE OF THE SWAKOPMUND RESEARCH, TRAINING AND CONFERENCE CENTRE (INTERNATIONAL UNIVERSITY OF MANAGEMENT)

{C/M 2026/09/03 - 13/4/2,11/2/4/2}

RESOLVED:

- (a) That Council approves the nomination of the Chief Executive Officer, Mr Alfeus Benjamin, to serve as a member of the International Scientific Advisory Committee of the Swakopmund Research, Training and Conference Centre of the International University of Management.
- (b) That Council authorises Mr Alfeus Benjamin to represent the Municipality of Swakopmund on the International Scientific Advisory Committee and to participate in its activities, subject to Council policies and applicable legislation, and that special leave be granted for such representation where required.
- (c) That any travel, accommodation and related expenses associated with Mr Benjamin's participation on the Committee shall, where applicable, be funded by the International University of Management (IUM) or the organisers of the respective meetings and activities.
- (d) That Council notes that the appointment will strengthen strategic cooperation between the Municipality of Swakopmund and the International University of Management, and promote research, innovation, knowledge exchange and sustainable development for the benefit of the Municipality and the community it serves.

180 / 2026

11.1.29

REPORT ON THE NATIONAL CAPACITY BUILDING WORKSHOP ON SUSTAINABLE DEVELOPMENT GOALS (SDGs) LOCALIZATION AND VOLUNTARY LOCAL REVIEWS (VLRs) FOR CENTRAL AND LOCAL GOVERNMENT

{C/M 2026/09/03 . 18/5/2}

RESOLVED:

- (a) That Council acknowledges the feedback report on the National Capacity Building Workshop on SDG Localization and Voluntary Local Reviews (VLRs) for Central and Local Government held in ~~Otiwarongo~~ from 15-17 June 2026.
- (b) That permission be granted for the establishment of a Voluntary Local Reviews project team and shall comprise representatives from the following departments:
 - Office of the CEO
 - Corporate Services, Human Capital and Information Communication Technology Department
 - Economic Development Services Department
 - Engineering, Urban Development and Environmental Management Department
 - Finance Department
 - Health Services and Solid Waste Management Department
 - Town Planning Department
- (c) That it be noted that Ms Rosalia Neshuku and Mr Rebeam Ujaha be responsible for compiling the Voluntary Local Reviews (VLR), spearheading data collection, management, and reporting activities.
- (d) That special leave be granted to the above-mentioned staff members to attend workshops and benchmark visits, aimed at the preparation of a Voluntary Local Review report.
- (e) That travel and subsistence allowance be paid in terms of Council policy when required and the expenses be defrayed from the Conference Expenses Vote: 300015505500.
- (f) The permission be granted to explore partnership and funding opportunities to support SDG localization activities.
- (g) That Council integrate SDG targets and indicators into Council's planning, budgeting, monitoring, and reporting frameworks to enhance alignment with national and global development commitments.
- (h) That the final Voluntary Local Reviews (VLR) report be submitted to the council for endorsement.

181 / 2026

11.1.30

ACKNOWLEDGEMENT OF THE TEMPORARY APPOINTMENT OF THE CHIEF EXECUTIVE OFFICER, MR ALFEUS BENJAMIN, AS CHAIRPERSON OF THE NAMIBIA SPORT COMMISSION BOARD AND APPROVAL OF SPECIAL LEAVE
 {C/M 2026/09/03 - 11/2/4/2}

RESOLVED:

- (a) That Council take note of the temporary appointment of Mr Alfeus Benjamin, Chief Executive Officer of the Municipality of Swakopmund, as Chairperson of the Namibia Sport Commission Board for the period 26 July 2026 to 31 December 2026 and that Council congratulates Mr Benjamin on this prestigious national appointment;
- (b) That approval be granted and Mr Alfeus Benjamin be released from his municipal duties, as and when required, to attend meetings and perform the official responsibilities associated with his appointment as Chairperson of the Namibia Sport Commission Board.
- (c) That approval be granted for special leave and with pay, in accordance with the applicable provisions of the Swakopmund Municipality's Conditions of Service and Leave Regulations and the Local Authorities Act, where applicable.
- (d) That all travelling, subsistence, accommodation and any other costs associated with the execution of these duties shall be borne by the Ministry of Education, Innovation, Youth, Sport, Arts and Culture and/or the Namibia Sport Commission, and that no additional financial burden shall be placed on the Municipality of Swakopmund.
- (e) That the office of the Mayor be authorized to convey Council's acknowledgement and support of the appointment to the Honourable Minister of Education, Innovation, Youth, Sport, Arts and Culture.

11.1.31

AUDIENCE: MOBILE TELECOMMUNICATIONS COMPANY (PTY) LTD (MTC) PRESENTATION OF MOBILE APPLICATION
 {C/M 2026/09/03 - 12/2/1/2/2}

RESOLVED:

- (a) That Council takes note of the presentation by MTC with regards to the development of a Mobile Application.
- (b) That the relevant procurement processes be initiated as per relevant regulations.

11.1.32

AUDIENCE: REQUEST FOR A PURCHASE PRICE REDUCTION OR PAYMENT PLAN OPTION FOR THE SALE OF A REMAINDER/ ERF 9821, SWAKOPMUND, EXTENSION 3B
 {C/M 2026/09/03 - E 9821}

RESOLVED:

That it be recorded that this item is replaced by item 11.1.52.

182 / 2026

11.1.33

REZONING OF FARM 265 (A PORTION OF PORTION B OF THE FARM SWAKOPMUND TOWN AND TOWNLANDS NO.41), SWAKOPMUND FROM "MARICULTURE" TO "GENERAL BUSINESS" WITH A BULK OF 2.0
 {C/M 2026/09/03 - Farm 265}

RESOLVED:

- (a) That the rezoning of the Farm 265, Swakopmund (a portion of Portion B of the Farm Swakopmund Town and Townlands No. 41) from "Mariculture" to "General Business" with a bulk of 2.0 be approved.
- (b) That all costs associated with the provision and installation of service connections to the Farm 265, Swakopmund (a portion of Portion B of the Farm Swakopmund Town and Townlands No. 41) including any required relocation, alteration, or upgrading of existing services, be borne by the developer to the satisfaction of the Local Authority, Erongo RED, and Telecom Namibia.
- (c) That the rezoning application for the Farm 265, Swakopmund (a portion of Portion B of the Farm Swakopmund Town and Townlands No. 41) from "Mariculture" to "General Business" with a bulk of 2.0, in accordance with the provisions of Section 108 of the Urban and Regional Planning Act, 2018 be made to the Urban and Regional Planning Board for consideration.
- (d) That the Engineering, Urban Development and Environmental Management Department facilitate the issuance of the Environmental Clearance Certificate prior to the submission of the rezoning application to the Urban and Regional Planning Board.

11.1.34

REZONING OF FARM HOF HOLSTEIN NO. 232 FROM "SPECIAL" FOR THE PURPOSE OF A BUTCHERY AND AGRICULTURE TO "AGRICULTURE" AND SUBDIVISION OF PORTION 64 OF FARM 163, SWAKOPMUND INTO PORTION "A" AND REMAINDER SUBSEQUENT CONSOLIDATION OF PROPOSED PORTION A WITH FARM HOF HOLSTEIN NO.232 INTO CONSOLIDATED FARM "Y" AND SUBDIVISION OF CONSOLIDATED FARM "Y" INTO TWENTY FIVE (25) PORTIONS AND REMAINDER (STREET) AND SUBSEQUENT CONSOLIDATION OF PORTION "X" OF SUBDIVIDED PORTION Y WITH THE REMAINDER OF PORTION 64 OF FARM 163 SWAKOPMUND INTO CONSOLIDATED PORTION "Z"
 {C/M 2026/09/03 - Hof Holstein No.232 & PTN 64}

RESOLVED:

- (a) That the rezoning of Farm Hof Holstein No. 232, Swakopmund from "Special" (for the purposes of a butchery and agriculture) to "Agriculture" be approved in principle, subject to the following conditions:
 - (i) That a Flood Risk Assessment be undertaken to demonstrate that the predicted flood levels, flood extent, and flow velocities affecting the property during the applicable design flood event, are acceptable and the results be submitted by the General Manager: Engineering, Urban Development and Environmental Management to Council for consideration.
 - (ii) That if the above assessment shows that there are no mitigating factors to prevent risk to human settlement, the application be rejected, and the ~~the~~ General Manager: Engineering, Urban

183 / 2026

Development and Environmental Management inform Council of the outcome.

- (iii) **That if the assessment shows that the application can proceed, the layout for Farm "Y" into twenty-five portions and remainder be adjusted to increase the width of the roads from the current 10 meter to 20 meter, to the satisfaction of the General Manager Engineering, Urban Development and Environmental Management;**
- (b) **That if the assessment is favourable, the landowners be required to sign an indemnity agreement in favour of Council, acknowledging that the property is situated within a flood-prone area and accepting all risks associated with flooding and if possible, the necessary amendments be included in the title conditions of the portions.**
- (c) **That following the successful conclusion of the above, the subdivision of Portion 64 of Farm 163, Swakopmund into Portion A and Remainder and subsequent consolidation of proposed Portion A with Farm Hof Holstein No.232, Swakopmund into consolidated Farm Y be approved as per the tables below:**

Proposed subdivision of Portion 64	Proposed Sizes	Zoning
Portion A	0.4366 Ha	Agriculture
Rem PTN 64	4.7810 Ha	Agriculture
Total size of Portion 64	5.2176 Ha	Agriculture

Proposed consolidation of Portion A with Farm Hof Holstein	Proposed Sizes	Zoning
Portion A	0.4366 Ha	Agriculture
Farm Hof Holstein 232	144.4177 Ha	Agriculture
Total consolidated Farm Y	144.8543 Ha	Agriculture

- (d) **That the subdivision of consolidated Farm Y into twenty-five (25) portions and remainder as per the table below,**

Proposed subdivision of Farm "Y"	Proposed Sizes	Zoning
Portion A	5.04 Ha	Agriculture
Portion B	5.02 Ha	Agriculture
Portion C	6.38 Ha	Agriculture
Portion D	5.04 Ha	Agriculture
Portion E	5.05 Ha	Agriculture
Portion F	5.07 Ha	Agriculture
Portion G	5.00 Ha	Agriculture
Portion H	5.04 Ha	Agriculture
Portion I	5.04 Ha	Agriculture
Portion J	5.07 Ha	Agriculture
Portion K	5.03 Ha	Agriculture
Portion L	5.00 Ha	Agriculture
Portion M	5.06 Ha	Agriculture
Portion N	5.04 Ha	Agriculture
Portion O	5.01 Ha	Agriculture
Portion P	5.14 Ha	Agriculture
Portion Q	5.17 Ha	Agriculture
Portion R	5.03 Ha	Agriculture
Portion S	5.00 Ha	Agriculture
Portion T	5.00 Ha	Agriculture
Portion U	5.00 Ha	Agriculture
Portion V	5.00 Ha	Agriculture

184 / 2026

Portion W	5.03 Ha	Agriculture
Portion X	3.65 Ha	Agriculture
Portion Y	19.24 Ha	Agriculture
Remainder (Street)	4.7043 Ha	Agriculture
Total	144.8543 Ha	

- (e) That the consolidation of Portion "X" with the Remainder of Portion 64 of Farm 163, Swakopmund into consolidated Farm X as per the table below:

Proposed consolidation of Portion C with Remainder PTN 64	Proposed Sizes	Zoning
Portion X (Farm Hof Holstein No.232)	3.6558 Ha	Agriculture
Remainder of PTN 64	4.7810 Ha	Agriculture
Total consolidated Portion Z	8.4368 Ha	Agriculture

- (f) That the applicant provides proof that the rezoning of Farm Hof Holstein No. 232, Swakopmund from special (for a butchery and agriculture purposes) to "Agriculture" the subdivision of Portion 64 of Farm 163, Swakopmund into Portion A and remainder, subsequent consolidation of proposed Portion A with Farm Hof Holstein No.232 into consolidated Farm "Y", subdivision of the consolidated Farm "Y" into twenty-five portions and remainder and subsequent consolidation Portion "X" with the Remainder of Portion 64 of Farm 163, Swakopmund into consolidated Portion "Z" has been approved by the Minister and rezoning has been promulgated before any submission of building plans to the Engineering, Urban Development and Environmental Management for approval.
- (g) That the applicant provides Council with approved diagrams for the consolidated portion and newly created portions for cadastral information update.
- (h) That the subdivision of the consolidated Farm Y into 25 portions is subject to a compensation fee(endowment) of 7.5% of the land value of the first ten portions and 1% of the land value of additional portions created, in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), in conjunction with the Swakopmund Municipality Property Policy.
- (i) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee (endowment) for the subdivision has been received by Council.
- (j) That the Town Planner certifies the redesigned subdivision plans before the submission of the application to the Urban and Regional Planning Board.
- (k) That the administration be authorized to manage the redesign of the subdivision layout without resubmitting it to Council if the changes are minor less than 10%.
- (l) That the upgrading of municipal services to accommodate the new demand and the cost thereof, be for the account of the applicant, and it must be designed to the satisfaction of the General Manager: Engineering Urban Development and Environmental Management.

185 / 2026

- (m) That a density of one dwelling house or dwelling unit per 20,000m² be assigned to the new portions that do not already accommodate staff quarters and the agricultural activities (chicken farm & horticultural gardens).
- (n) That the General Manager: Engineering, Urban Development and Environmental Management undertake an audit of septic tanks on the Swakopmund smallholdings, assess their impact on environment and determine mitigation measures in anticipation of future subdivisions.
- (o) That no building plans be approved until proof of payment of the compensation fee and completion of services for the newly created portions has been received by Council.
- (p) That the title deed conditions currently registered against Farm Hof Holstein No.232 should be retained for the newly created portions.
- (q) That the title deed conditions currently registered against Portion 64, of Farm 163, Swakopmund should be retained for the consolidated Portion "Z".
- (r) The Remainder (street) be free of conditions.

11.1.35

APPLICATION FOR THE RELAXATION OF LATERAL BUILDING LINE ON ERF 162, VOGELSTRAND

{C/M 2026/09/03 - VS162}

RESOLVED:

- (a) That the lateral building line on the western boundary of Erf 162, ~~Vogelstrand~~ be relaxed from three (3) metres to zero (0) metres.
- (b) That the comment and condition raised by the owner of Erf 159, ~~Vogelstrand~~, who granted consent to the proposed relaxation of the building line, be maintained and implemented as reflected on the submitted building plans. The shared boundary wall shall be increased to a height of 2.1 metres prior to the commencement of the proposed construction to ensure adequate privacy.
- (c) That the objector be informed of this decision and the rights to appeal to the Minister against Council's Resolution in terms of Clause 8 of the Swakopmund Town Planning Scheme within 28 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.

11.1.36

INVITATION TO PARTICIPATE IN THE WALVIS BAY MARITIME WEEK 2026

{C/M 2026/09/03 - 13/4/2}

RESOLVED:

- (a) That Council approves its participation in the Walvis Bay Maritime Week 2026 from 28 September - 03 October 2026.
- (b) That the General Manager: Finance avails funds for the lease of an exhibition stall at the cost of N\$3,500.00.

186 / 2026

- (c) That permission is granted for the following Municipal officials to represent Council throughout the duration of the Walvis Bay Maritime Week 2026:
- | | |
|--|---------------------|
| 1. Public Relations Officer, Office of the CEO | Mrs. Linda Mupupa |
| 2. Investment & Tourism Officer, EDS | Mr. Oscar Homatani |
| 3. Youth Development Officer, EDS | Mrs. Sabina Kathona |
| 4. 1x Student | |
- (d) That Council's minibus be availed to travel to and from Walvis Bay from 26 September to 03 October 2026.
- (e) That permission be granted for the procurement of professional exhibition stand set-up, break-down and decoration services, including the decoration of the stand with balloons, arts and crafts, as well as the provision of refreshments (water and peppermint sweets), with expenses to be defrayed from the Corporate Services Publicity Vote: 150515833000 where N\$200,000.00 is available.

11.1.37 **REQUEST FOR COUNCIL RECOGNITION AND SUPPORT - DRC YOUTH AGAINST CRIME GROUP**
{C/M 2026/09/03 - 3/15/1/1}

RESOLVED:

- (a) That Council takes note of the request from DRC Youth Against Crime group for safety equipment for its members.
- (b) That Council supports the sponsorship request from DRC Youth Against Crime Group to the amount of N\$11,933.30 (quotation attached), worth the below listed items:
- | | | |
|---|---|----------|
| (i) Reflective Vest Zip & R/Sleeve Lime | - | 15 units |
| (ii) Embroidery Front Left Chest | - | 15 units |
| (iii) Embroidery done on Back | - | 15 units |
| (iv) Pique Knit GOLF Shirt White | - | 6 units |
| (v) Embroidery Front Left Chest | - | 6 units |
| (vi) Combat Pants Navy | - | 10 units |
- (c) That the funds be defrayed from the Publicity Vote: 150515833000 where N\$182,217.00 is available.
- (d) That a formal partnership be established between Council and DRC Youth Against Crime to strengthen this initiative and expand its activities through educational community outreach, and capacity building programs to promote youth leadership and responsible citizens.
- (e) That the DRCYAC be represented at relevant Council Forums or Committees in DRC to facilitate youth engagement and create awareness.
- (f) That confirmation be made if the DRCYAC is also in collaboration with the neighbourhood watch network or operate similar activities in the fight against crime.

187 / 2026

11.1.38

REQUEST FOR SUPPORT TOWARDS ACCOMMODATION FOR A PEACE CORPS VOLUNTEER AND AN ERF FOR MEN ON THE SIDE OF THE ROAD PROJECT NAMIBIA

{C/M 2026/09/03 - 15/2/7/1/2, T628}

RESOLVED:

- (a) That Council takes note of the request received from Men on the Side of the Road Project Namibia (MSR) for discounted accommodation for its Peace Corps Volunteer at the Municipal Rest Camp, as well as the request for Erf 628, Tamariskia, or any other suitable municipal property for the establishment of a permanent operating center.
- (b) That Council approves the allocation of one Brandberg A unit at the Municipal Rest Camp to MSR for the accommodation of its Peace Corps Volunteer for a period of one year, subject to a 50% discounted rental rate.
- (c) That MSR be requested to make the relevant reservation with the Municipal Rest Camp for the approved Brandberg A unit for the MSR Peace Corps Volunteer.
- (d) That Council declines the request for the allocation of Erf 628, Tamariskia, for office premises, as the erf is not available for allocation.
- (e) That MSR be advised to liaise with the Property Section regarding the possible availability of suitable institutional land or premises should such property become available in future.
- (f) That MSR indemnifies Council against any claims arising from damage to property, bodily injury, or loss of life resulting from the occupation and use of the Municipal Rest Camp accommodation.

11.1.39

REQUEST FOR DONATION OF PLANTS FOR BEAUTIFICATION OF SCHOOL GROUND

{C/M 2026/09/03 - 3/15/1/1, 15/2/8/1/1}

RESOLVED:

- (a) That Council approves the request for donation of plants for beautification of school ground from ~~Eastus IGontoh~~ ~~Eastus IGontoh~~ Primary School to the value of N\$1,285.00.
- (b) That funds be defrayed from the Corporate Services Publicity Vote: 180515833000 where N\$200,000.00 is available.
- (c) That technical guidance and horticultural expertise support be offered to the school.

188 / 2026

11.1.40

REQUEST FOR ADDITIONAL FUNDS TO INSTALL A FIFA QUALITY ARTIFICIAL TURF AT THE MONDESA SPORT STADIUM

{C/M 2026/09/03 - 15/2/21/4}

RESOLVED:

- (a) That Council approves additional funding of N\$4,000,000.00 towards the procurement and installation of FIFA-quality artificial turf at the Mondesa Sport Stadium, subject to applicable procurement processes, technical compliance, confirmed project specifications, and appropriate implementation oversight.
- (b) That Council notes that the proposed upgrade is intended to improve playing safety, reduce long-term maintenance pressure, support community and youth sport, and enhance the Municipality's capacity to host future sporting activities.

11.1.41

APPLICATION TO HOST THE SWAKOP FOOD FESTIVAL AT THE TENNIS COURTS PARKING AREA

{C/M 2026/09/03 - 15/2/5/3}

RESOLVED:

That it be recorded that this item is replaced by item 11.1.53.

11.1.42

REQUEST FOR PERMISSION TO CONDUCT A COMPETITION AT THE WINDHOEK SHOW 2026

{C/M 2026/09/03 - 13/3/1/2, 3/15/1/1}

RESOLVED:

- (a) That Council grants permission for the Swakopmund Municipality to conduct a promotional competition for the duration of the Windhoek Show 2026, (from 29 September to 3 October 2026), whereby one winner will be selected through a lucky draw to receive a prize consisting of two (2) nights' accommodation in a Moon Valley Chalet (VIP Luxury Unit).
- (b) That the winner be selected from qualifying clients as per terms and conditions below:
 1. The competition will run for the duration of the Windhoek Show, from 29 September to 3 October 2026.
 2. Only clients who make a confirmed booking and full payment for accommodation at the Swakopmund ~~Restcamp~~ during the Windhoek Show will qualify to enter the competition.
 3. The reservation must be for a minimum stay of two (2) nights at the Municipal ~~Restcamp~~.
 4. Proof of payment and booking confirmation must be available before the client is entered into the lucky draw.
 5. Each qualifying booking will constitute one entry into the competition.
 6. The winner will be selected through a random lucky draw after the conclusion of the Windhoek Show.
 7. The draw will be conducted by designated Municipal officials and the process will be properly recorded for accountability and transparency purposes.
 8. The winner will be contacted using the contact details provided at the time of entering the competition.

189 / 2026

9. The winner will receive a voucher for two (2) nights' accommodation in a Moon Valley Chalet (VIP Luxury Unit).
 10. The prize voucher will be valid from 1 May 2027 until 30 September 2027, subject to the availability of the chalet.
 11. The prize is subject to prior reservation and availability and may not be exchanged for cash or any other monetary benefit.
 12. The prize is non-transferable unless otherwise approved by Council.
 13. Should the winner fail to respond within a reasonable period after being notified, the Municipality reserves the right to conduct a further draw.
 14. The competition prize is limited to accommodation for two (2) nights and does not include transport, meals, beverages, activities or any other expenses unless specifically stated.
 15. By participating in the competition, entrants agree to be bound by the competition rules and the decisions of the Swakopmund Municipality regarding the administration and outcome of the competition.
- (c) That additional prize vouchers and gift hampers be sought from local businesses to create further excitement and enhance the overall prize competition during the Windhoek Show.
- (d) That the expenditure relating to the competition prize be defrayed from the Corporate Services Publicity Vote 150515533000, where N\$200 000.00 is available

11.1.43

NAMIBIAN HERITAGE WEEK 2026: REQUEST FOR COLLABORATION AND FUNDING

{C/M 2026/09/03 - 3/15/1/1}

RESOLVED:

- (a) That the request for financial assistance towards the hosting of the Namibian Heritage Week 2026 from the Scientific Society Swakopmund scheduled to take place from 14-20 September 2026 at the Museum, in Swakopmund, be noted.
- (b) That Council approves the sponsorship amount of N\$10,000.00 be donated towards the graphic design, photography, videography, PR, consultation Services.
- (c) That this approval serves as a standing approval for future annual Namibian Heritage Week events.
- (d) That the national flags (Namibian and AU) be used at the official opening of the event.
- (e) That the funds be defrayed from the Corporate Services Publicity Vote 150515533000 where N\$170,283.70 is available.
- (f) That the videos, pictures and posters of the Namibian Heritage Week 2026 be posted on Council's social media platforms.
- (g) That the Mayor and Councillors be available to attend the official opening of the Namibian Heritage Week 2026.
- (h) That the General Manager Finance makes an annual budgetary provision of N\$10,000.00 towards the hosting of the Namibian Heritage Week for the next five (5) years i.e. 2026 -2030).

170 / 2026

11.1.44

INVITATION: THE 39th SWAKOPMUNDER KARNEVALSVEREIN (KÜSKA)

{C/M 2026/09/03 - 8 /2/3}

RESOLVED:

- (a) That the Swakopmund Municipality participates in the float procession at Küska on 3 October 2026 and that this approval serves as a standing approval for future annual participation, unless there are significant changes to the nature of the event or to Council's level of participation.
- (b) That the Crane truck, Isuzu 260 - N 8773 1, be decorated according to the annual theme used during the float procession.
- (c) That ten (10) municipal staff member volunteers to participate at the float procession and be provided with the refreshments and meal packs.
- (d) That the funds for the refreshments and decoration of the truck (according to the theme) be defrayed from the Corporate Service's Publicity Vote: 150818633000 where N\$160 283.70 is available.

11.1.45

REQUEST FOR PAYMENT - PARTNERSHIP INVESTMENT FOR THE PRODUCTION AND PRINTING OF 1 000 CONFERENCE BOOKLETS

{C/M 2026/09/03 - 3/15/1/1}

RESOLVED:

That Council declines the request for sponsorship of N\$40,000.00 towards the production and printing of 1 000 conference booklets for the 2nd Effective Communications Conference, held at the MTC Dome, Swakopmund, from 14-17 July 2026.

11.1.46

SUBMISSION OF OUTSTANDING DEBTS OWED BY PENSIONERS AND DESTITUTE PERSONS FOR CONSIDERATION OF WRITE-OFF

{C/M 2026/09/03 - 3/11/2/1/4}

During the discussion of this item, Councillor M Keditjia proposed that persons who had previously benefited from austerity measures be removed from the list. The proposal was not seconded and therefore did not become a substantive proposal before Council.

RESOLVED:

- (a) That Council takes note of the correspondence received from the Line Ministry requesting information on outstanding debts owed by Pensioners and Destitute Account Holders.
- (b) That Council endorses the attached (on file) updated schedule of outstanding debts relating to Pensioners and Physically Challenged persons as at 18 August 2026.
- (c) That Council gives consent to ensure that Notices be published for registration of potential Destitute Account Holders and be submitted to the Ministry.

191 / 2026

- (d) That an explanatory note should accompany the list in respect of residential properties or service accounts registered under close corporations (cc) that are owned by senior citizens.
- (e) That information pertaining to the last debts of pensioners written off by the Municipality be disclosed to the line ministry for record purposes.

11.1.47

**AUDIENCE: ONDJIRA OKUJENDA KOMURUNGU (PTY) LTD PRIVATE
TREATY APPLICATION TO ACQUIRE ERVEN 2428, 2429 AND 2430,
EXTENSION 11, MATUTURA**

{C/M 2026/09/03 - ERVEN 2428 M, 2429 M AND 2430, M}

RESOLVED:

- (a) That Council takes note of:
 - (i) the application dated 01 June 2026 received from ~~Ondjira Okujenda Komurungu (Pty) Ltd~~ to acquire by private treaty sale three erven, zoned "General Residential" located in Extension 11, ~~Matutura~~ (Erven 2428, 2429 and 2430);
 - (ii) the reply dated 11 June 2026 informing the applicant of Council standard operating procedure approved on 01 April 2025 under item 11.1.15 for private treaty applications, for among other erven zoned "General Residential";
 - (iii) as well as being informed that the erven located in Extension 11, ~~Matutura~~ was serviced with government funding and therefore the Ministerial directive dated 21 May 2026 prohibits the sale of these erven to private investors.
- (b) That Council takes note of the presentation by Mr ~~Ukapani~~ of ~~Ondjira Okujenda Komurungu (Pty) Ltd~~ and confirm the content of the reply dated 11 June 2026.
- (c) That a submission be made for all available erven zoned other than "Single Residential" for Council's consideration in line with the ministerial directive of 21 May 2026.

11.1.48

**APPROVAL FOR THE MUNICIPALITY OF SWAKOPMUND'S PARTICIPATION
IN THE NAMIBIA NATIONAL MAYORS FORUM, PAYMENT OF THE ANNUAL
MEMBERSHIP FEE, ATTENDANCE OF EXECUTIVE COMMITTEE MEETINGS,
AND SUBMISSION OF MUNICIPAL BEST PRACTICES**

{C/M 2026/09/03 - 12/5/5}

RESOLVED:

- (a) That Council approves the continued participation of the Municipality of Swakopmund in the Namibia National Mayors Forum.
- (b) That Council approves the amount of N\$30,000.00 as payment of the annual membership fee to the Namibia National Mayors Forum
- (c) That Council approves the submission of the Municipality's best practice initiatives to the Namibia National Mayors Forum for presentation and knowledge sharing.

192 / 2026

- (d) That Council approves the submission of the Municipality's best practice initiatives to the Namibia National Mayors Forum for presentation and knowledge sharing.
- (e) That Council approves the Mayor and the PA to the Mayor's participation in NNMF-related engagements during the year 2026/2027.
- (f) That Council Authorises the Chief Executive Officer to facilitate all administrative and financial arrangements necessary to enable the Municipality to fulfil its obligations and leadership responsibilities within the Namibia National Mayors Forum

11.1.49

REQUEST FOR APPROVAL FOR THE MAYOR AND CHAIRPERSON TO TRAVEL TO NEW YORK, USA - INTERNATIONAL FORUM ON AFRICAN-CARIBBEAN LEADERSHIP (IFAL 2026) 21 - 28 SEPTEMBER 2026

{C/M 2026/09/03 - 12/1/1}

RESOLVED:

- (a) That approval be granted for Her Worship Councillor Suamma Kautondelwa, Mayor of Swakopmund, and Councillor Shivute Alfous Angula, Chairperson of the Management Committee, to travel to New York, USA, from 21 to 28 September 2026 to attend the International Forum on African-Caribbean Leadership (IFAL 2026).
- (b) That the Mayor and Chairperson of the Management Committee be authorized to represent the Swakopmund Municipality during the forum and associated official engagements.
- (c) That approval be granted for the Municipality to consider contributing the amount of N\$80,000 towards the VIP sponsorship package of US\$14,700.00
- (d) That the amount of N\$96,000.00 be approved and defrayed from the Conference Vote where N\$286,155.30 is available.
- (e) That a report on the outcomes of the forum and engagements undertaken be submitted to Council / Management following the return of the delegation.
- (f) That Council seeks Ministerial approval for the travel authorization of the Mayor, where required.

11.1.50

PUBLIC HEALTH AND ENVIRONMENTAL CONCERNS ON ERF 1152 AND ERF 1183, INDEPENDENCE STREET

{C/M 2026/09/03 - M 1152, 1183}

RESOLVED:

- (a) That Council resolution of 08/08/2024 (b) and (c) be repealed.
- (b) That Erf 1152, Mondesa, zoned "Single Residential", be offered for sale to a Council staff member in accordance with the Municipality's policies and applicable legislation for residential development, in order to prevent the continued misuse of the property and eliminate

193 / 2026

the persistent unsanitary conditions that negatively affect surrounding residents, public health, and the environment.

- (c) That Erf 1183, Mondesa, zoned "Public Open Space", be closed as a "public open space" and subsequently rezoned from "Public Open Space" to "Residential" and be sold in accordance with the Municipality's policies and applicable legislation for residential development, in order to prevent the continued misuse of the property and eliminate the persistent unsanitary conditions that negatively affect surrounding residents, public health, and the environment.
- (d) That Council approve the erection of a perimeter fence around Erven 1152 and 1183, Mondesa, Independence Street in the interim until the disposal of the erven through sale, has been implemented, subject to the Municipality's applicable procurement processes, to secure the properties and prevent further illegal dumping, unauthorised occupation, vandalism, and other unlawful activities, and that an amount of N\$150 000.00 be availed for this purpose, as per the cost estimate received.
- (e) That Council authorises the Economic Development Services Department to relocate the Ujs/Kherixas buses currently operating from the parking area adjacent to Erf 1152, Mondesa to the designated taxi rank in order to improve traffic management, public safety and the orderly use of the area.
- (f) That Council authorises the Economic Development Services Department to relocate the informal vendors currently trading on the pavements surrounding Weermann Brock Mondesa to an appropriate designated trading area and ensure that the relocation site is provided with sufficient and suitable ablution (toilet) facilities, in order to promote orderly trading, improve environmental cleanliness, and enhance pedestrian safety.

11.1.51 **REQUEST FOR ADDITIONAL: INFORMATION COMMUNICATION TECHNOLOGY FUNDS**

{C/M 2026/09/03 . 6/1/4/2/1/13}

RESOLVED:

- (b) That Council avail funding ~~for the amount of~~ N\$1,000,000.00 as a new vote for the Development of Swakopmund Municipality App.
 - (c) That Council avail additional funding ~~for the amount of~~ N\$4,200,000.00 for Server Hardware replacement, to be loaded to Vote: 150531034900.
 - (d) That Council avail funding for the amount N\$500,000.00 for the Beard Pack Management System (Diligent), to be loaded under Vote: 150515504000 Software Licenses.
 - (d) That the relevant procurement processes be initiated in terms of the Public Procurement Act, Act 15 of 2025, as amended.
-

194 / 2026

11.1.52

**REQUEST FOR A PURCHASE PRICE REDUCTION OR PAYMENT PLAN OPTION
FOR THE SALE OF A REMAINDER/ ERF 9821, SWAKOPMUND, EXTENSION
38**

{C/M 2026/09/03 - E 9821}

RESOLVED:

- (a) That Council takes note of the applications of Deon ~~Hotto~~ Foundation dated 13 February 2026 and 03 July 2026 attached (Annexure "A1 and "A") to which a reply dated 17 February 2026 (was issued with regard to the prescriptions of the Property Policy.
- (b) That the applications by Deon ~~Hotto~~ Foundation for a further reduction in the purchase price in respect of the Remaining Portion of Erf 9821, Swakopmund, be approved.
- (c) That considering the importance attached to sport development and youth empowerment as one of the key focus areas under NDP6, the purchase price for the envisaged sport development infrastructure is therefore reduced and fixed at One Million, Five Hundred Thousand Namibian Dollars and Zero cents (N\$1,500,000.00).
- (d) That Council resolution dated 28 August 2025, under item 11.1.1 (g) be repealed.
- (e) That all other conditions under item 11.1.1 remains the same as resolved by Council on 28 August 2025.

11.1.53

**REQUEST FOR AUDIENCE BY MS DALENE STEPHANUS ON THE SWAKOP
FOOD FESTIVAL VENUE APPLICATION**

{C/M 2026/09/03 - 15/2/5/3}

RESOLVED:

- (a) That Council takes note of the request for audience from Ms Dalene Stephanus, Events Manager of the Swakop Food Festival, regarding the venue application for the Swakop Food Festival.
- (b) That the item be resubmitted with all applications received, evaluation process and procedure for Council's consideration.

12.

DRAFT REGULATIONS AND TARIFFS, IF ANY

None.

The meeting adjourned: **20:18.**

Minutes to be confirmed on **24 September 2026.**

Mr A Benjamin
CHIEF EXECUTIVE OFFICER

Councillor E Salomon
DEPUTY MAYOR

10. (A) **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 10 SEPTEMBER 2026**

2. **CONFIRMATION OF MINUTES**

(M/C 2026/09/10 - 5/2/1/1/2)

2.1 **MINUTES OF MANAGEMENT COMMITTEE MEETING HELD ON 19 AUGUST 2026**

On the proposal of Councillor B H Naweses and seconded by Councillor H U Weiman, it was:

RESOLVED:

That the Minutes of Management Committee meetings held on 19 August 2026 be confirmed as correct.

2.2 **MINUTES OF MANAGEMENT COMMITTEE MEETING HELD ON 27 AUGUST 2026**

On the proposal of Councillor B H Naweses and seconded by Councillor H U Weiman, it was:

RESOLVED:

That the Minutes of Management Committee meetings held on 27 August 2026 be confirmed as correct.

2.3 **MATTERS ARISING FROM THE PREVIOUS MINUTES**

None.

8.18 **REQUEST FOR APPROVAL OF SUBSISTENCE & TRAVEL (S&T) FOR COUNCILLORS AND ONE MANAGEMENT REPRESENTATIVE ACCOMPANYING THE DELEGATION TO THE SAIMSA GAMES: KINGDOM OF ESWATINI**

(M/C 2026/09/10 - 1/2/3)

RESOLVED: (For Condonation By Council)

(a) **That Councillors and one Management representative who accompany the delegation to the SAIMSA Games 2026 (20 - 25 September 2026), in Eswatini be paid Subsistence & Travel (S&T) allowances in accordance with the Council's approved Travel Policy and applicable rates.**

(b) **That the DSA expenditure be defrayed from their respective departmental votes.**

9. **PERSONAL MATTERS**9.1 **INVITATION: HATS & ROSES SWAKOPMUND**
(M/C 2026/09/10 - 3/15/1/1)**RESOLVED:**

- (a) That the Management Committee approves the invitation from the Cancer Association Namibia (CAN) - Erongo Centre.
 - (b) That this approval serves as a standing approval for future annual Hat & Roses events and that the General Manager: Finance makes an annual budgetary provision of N\$7,000.00 towards the event for the next five (5) years i.e. 2026 -2030).
 - (c) That Council supports the Hats & Roses breakfast event that will be hosted on 17 October 2026 at the Swakopmund Town Hall, Tamariskia in Swakopmund by purchasing ten (10x) tickets valued at N\$6,500.00.
 - (d) That the five female Councillors, the General Manager: Health Services & Waste Management and four (4) female staff members who served Council for more than twenty (20) years be nominated to attend the Hats & Roses Breakfast event.
 - (e) That the funds be defrayed from the Corporate Service's Publicity Vote: 150515533000, where N\$198 717.00 is available.
-

11.1.1

RESUBMISSION: REZONING OF ERF 4665, SWAKOPMUND EXTENSION 9 FROM SINGLE RESIDENTIAL WITH THE DENSITY OF 1:600M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:300M²

(C/M 2026/10/01 - E 4665)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 7.1 page 03 refers.

A. This item was submitted to the Management Committee for consideration:**1. Purpose**

The purpose of this resubmission is for Council to consider the request for the amendment of the Council Resolution of the 4th November 2025 under Item Number 11.1.31 and the substitution with a new resolution.

2. Introduction and Background

A rezoning application was received by the Town Planning Department from Stewart Planning Town and Regional Planners on behalf of the registered owner Mr. Lionel John Matthews. The application served at the Council meeting of the 04 November 2025 and Council resolved under item number 11.1.31 as follows:

- (a) That the rezoning of Erf 4665, Swakopmund Extension 9, from "Single Residential" with a density of 1:600m² to "General Residential" with a density of 1:300m² be approved.
- (b) That the applicant provides proof that the rezoning of Erf 4665, Swakopmund, Extension 9, has been approved by the Minister and promulgated before any submission of building plans, inclusive of relaxation of building lines and aesthetics approval to the Engineering and Planning Services Department for approval.
- (c) That the rezoning of Erf 4665, Swakopmund, Extension 9, from "Single Residential" with a density of 1:600m² to "General Residential" with a density of 1:300m² be subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.
- (d) That no building plans, inclusive of relaxation of building lines or aesthetics application, be approved until proof of payment of the compensation fee for the rezoning has been received by Council.
- (e) That all additional infrastructures required because of the proposed development shall be for the account of the applicant or the owner and in accordance with the specifications and satisfaction of the General Manager: Engineering and Planning Services.
- (f) That onsite parking be provided as per the Swakopmund Zoning Scheme, and no street parking will be permitted.
- (g) That the objectors be informed of this decision and of their rights that they may appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act.

Following the submission of the application to the Urban and Regional Planning Board, the Board deferred its consideration and requested that the Council resolution be amended to address Comment No. 5 as indicated below:

"The Chief Executive Officer cover letter, the local authority recommendation letter and the Council resolution, the rezoning is to general residential, but in the application letter, special power of attorney, maps and application form it is to general residential 2, clarify and confirm".

The applicant has accordingly requested the issuance of a corrected Council Resolution, Local Authority approval letter, and Chief Executive Officer's covering letter to accurately reflect the zoning as "general residential 2" instead of "*General Residential*." Accordingly, the matter is resubmitted to Council for the alteration of its previous resolution to enable the application to be resubmitted to the Urban and Regional Planning Board.

3. **Conclusion**

In view of the above, it is recommended that Council approve the proposed amendment to its previous resolution to correctly reflect the zoning as "*General Residential 2*." The amendment is administrative in nature and is required to address the comments of the Urban and Regional Planning Board, thereby enabling the application to be resubmitted to the Urban and Regional Planning Board for final consideration.

B. After the matter was considered, the following was:-

RECOMMENDED:

That the Council Resolution of the 4th November 2025, under Item No. 11.1.31 be substituted by this resolution:

- (a) **That the rezoning of Erf 4665, Swakopmund Extension 9, from "*Single Residential*" with a density of 1:600m² to "*General Residential 2*" with a density of 1:300m² be approved.**
 - (b) **That the applicant provides proof that the rezoning of Erf 4665, Swakopmund, Extension 9, has been approved by the Minister and promulgated before any submission of building plans, inclusive of relaxation of building lines and aesthetics approval to the Engineering and Planning Services Department for approval.**
 - (c) **That the rezoning of Erf 4665, Swakopmund, Extension 9, from "*Single Residential*" with a density of 1:600m² to "*General Residential 2*" with a density of 1:300m² be subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.**
 - (d) **That no building plans, inclusive of relaxation of building lines or aesthetics application, be approved until proof of payment of the compensation fee for the rezoning has been received by Council.**
 - (e) **That all additional infrastructures required because of the proposed development shall be for the account of the applicant or the owner and in accordance with the specifications and satisfaction of the General Manager: Engineering and Planning Services.**
 - (f) **That onsite parking be provided as per the Swakopmund Zoning Scheme, and no street parking will be permitted.**
 - (g) **That the objectors be informed of this decision and of their rights that they may appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act.**
-

ANNEXURE A - APPLICATION FORM**STEWART PLANNING**
TOWN & REGIONAL PLANNERS

First Floor, On Main Building
122 Sam Nujoma Avenue
Walvis Bay

P.O. Box 2095
Tel: (064) 280 773
Email: melissa@sp.com.na

Reference: 4665 S

Date: 30 July 2026

Chief Executive Officer
Municipality of Swakopmund
PO Box 53
Swakopmund
13001
Namibia

Dear Mr Heita,

RE: REZONING OF ERF 4665 SWAKOPMUND EXTENSION 9 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:600m² TO GENERAL RESIDENTIAL 2 WITH A DENSITY OF 1:300m²

Reference is made to the above-mentioned application that was approved as per Council Resolution Item No 11.1.31 of the Ordinary Council Meeting dated 04 November 2025. The Council Resolution, Local Authority approval letter, and Chief Executive Cover letter is attached as **Annexure A** for reference.

After receipt of the Local Authority approval letter, the application was submitted to the Ministry of Urban and Rural Development for final approval consideration by the Urban and Regional Planning Board (the Board). The application was deferred back by the Board to attend to the comments raised as per the Ministerial letter attached as **Annexure B**. To address comment no. 5, it is the intent of this letter to request the resubmission of the application to obtain a corrected Council Resolution, Local Authority approval letter, and Chief Executive Cover letter that refers to "General Residential 2" instead of "General Residential".

Please do not hesitate to contact me should you need any additional information or documentation.

Yours sincerely,

Melissa Kroon
Town Planning Officer

**STEWART PLANNING**
TOWN & REGIONAL PLANNERSTel: +264 64 280 770 | Email: melissa@sp.com.na

206 / 2025

11.1.30

INVITATION TO THE PUBLIC AND ENVIRONMENTAL HEALTH PROFESSIONALS STRATEGIC ANNUAL PLANNING MEETING

(C/M 2025/11/04 - 9/2/25)

RESOLVED:

- (a) That Council takes note of the invitation received from the Ministry of Health and Social Services.
- (b) That Council grants approval to Environmental Health Practitioner, Mr Moses Ndara to attend the Public and Environmental Health Professionals Strategic Annual Planning Meeting to be held in Otjiwarongo, Otjozondjupa Region, from 29 September 2025 to 03 October 2025 as per the invitation by the Ministry of Health and Social Services.
- (c) That special leave be granted to Mr Moses Ndara for the period.
- (d) That subsistence and travelling allowances are paid in terms of Council Policy on Travelling, Accommodation & Subsistence, be defrayed from Vote: 300015505500 (Conference Expenses), where N\$55 800.00 is available.

11.1.31

REZONING OF ERF 4665, SWAKOPMUND, EXTENSION 9 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:600M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:300M²

(C/M 2025/11/04 - E 4665)

RESOLVED:

- (a) That the rezoning of Erf 4665, Swakopmund Extension 9, from "Single Residential" with a density of 1:600m² to "General Residential" with a density of 1:300m² be approved.
- (b) That the applicant provides proof that the rezoning of Erf 4665, Swakopmund, Extension 9, has been approved by the Minister and promulgated before any submission of building plans, inclusive of relaxation of building lines and aesthetics approval to the Engineering and Planning Services Department for approval.
- (c) That the rezoning of Erf 4665, Swakopmund, Extension 9, from "Single Residential" with a density of 1:600m² to "General Residential" with a density of 1:300m² be subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.
- (d) That no building plans, inclusive of relaxation of building lines or aesthetics application, be approved until proof of payment of the compensation fee for the rezoning has been received by Council.
- (e) That all additional infrastructures required because of the proposed development shall be for the account of the applicant or the owner and in accordance with the specifications and satisfaction of the General Manager: Engineering and Planning Services.
- (f) That onsite parking be provided as per the Swakopmund Zoning Scheme, and no street parking will be permitted.
- (g) That the objectors be informed of this decision and of their rights that they may appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act.



+264 64 410 4111 | swk@swkmun.com.na | P O Box 53, Swakopmund, Namibia

Ref: E 4665

Enquiries: JT Heita

01 December 2025

Stewart Planning
P O Box 2095
WALVIS BAY
13013
Namibia

bruce@sp.com.na

Dear Sir,

REZONING OF ERF 4665, SWAKOPMUND, EXTENSION 9 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:600M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:300M²

(C/M 2025/11/04 E 4665)

Kindly be informed that the Municipal Council of Swakopmund has on 4th November 2025 resolved as follows:

RESOLVED:

- (a) That the rezoning of Erf 4665, Swakopmund Extension 9, from "Single Residential" with a density of 1:600m² to "General Residential" with a density of 1:300m² be approved.
- (b) That the applicant provides proof that the rezoning of Erf 4665, Swakopmund, Extension 9, has been approved by the Minister and promulgated before any submission of building plans, inclusive of relaxation of building lines and aesthetics approval to the Engineering and Planning Services Department for approval.
- (c) That the rezoning of Erf 4665, Swakopmund, Extension 9, from "Single Residential" with a density of 1:600m² to "General Residential" with a density of 1:300m² be subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.

68





+264 64 410 4111 | swk@swkmun.com.na | P.O. Box 53, Swakopmund, Namibia

Ref: E 4665

Enquiries: A Benjamin

05 February 2026

The Secretary
Urban and Regional Planning Board
Ministry of Urban and Rural Development
Private Bag 13289
WINDHOEK
10005
Namibia

Attention: Mr. Tobias Newaya

Dear Sir,

REZONING OF ERF 4665, SWAKOPMUND, EXTENSION 9 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:600M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:300M²

The Council has considered the above application and recommended it to the Urban and Regional Planning Board in terms of Section 109(2)(a) for consideration by the Board and approval by the Minister. Council hereby confirms that 1 objection was received and decided not to hold a hearing meeting in terms of Section 108(1).

Attached please find:

- i. The application with its accompanying documents (Maps, Title Deed, Power of Attorney, etc.);
- ii. Proof of Notice referred to in Section 107(1);
- iii. Council's recommendation (supported by full Council Resolution)





Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: N. Khon
Tel: (+264+61) 297-5221
Fax: (+264+61) 297-5305
Email: nkhon@murd.gov.na

Government Office Park
Luther Street

Private Bag 13289
Windhoek, 10001
Namibia

Our Ref: 17/3/5/S2 Ext 9
Your Ref:

Stewart Planning
Town & Regional Planners
P O Box 2095
Walvis Bay
NAMIBIA

Attention: Ms. Melissa Kroon,

SUBJECT: ITEM 94/2026: SWAKOPMUND EXTENSION 9: REZONING OF ERF 4665

1. Your application letter dated 05 March 2026 has reference.
2. Kindly be informed that the Urban and Regional Planning Board has during its meeting held on 22 April 2026, recommended that the application be deferred to a next meeting. The Board's recommendation to defer the item was accepted by the Honourable Minister on the 10th of July 2026.
3. Attached are the Urban and Regional Planning Board minutes of the above mentioned meeting, detailing the issues for your action.
4. Please reference Item Number 94/2026 when resubmitting the application.

Yours faithfully,


**SECRETARIAT
URBAN AND REGIONAL PLANNING BOARD**



All official correspondence must be addressed to the Executive Director

7. MATTERS SUBMITTED FOR RECOMMENDATION

Item	Date
94/2026	22 April 2026
17/3/5/S2 Ext 9	

SWAKOPMUND EXTENSION 9: REZONING OF ERF 4665 (MUNICIPAL COUNCIL OF SWAKOPMUND / STEWART PLANNING) (Sw.A/9-MG-6CA-V2,W2)

The Board recommended that the matter be deferred to a next meeting to enable the applicant to do the following:

1. Chief Executive Cover letter to indicate whether objections were received and a hearing was held in terms of Section 108 and note for all future applications and see objections received from Mr. M. Poulton of Erf 4637;
2. the Registrar of Deeds to recall the previous directive to all Conveyancing firms and the minimum building value to be included in the title deed;
3. submit full Council Resolution 3 x hard copies;
4. submit neighbour consultations for Erven 3342, 4274, 4273, 4636 and 4664 – comply with regulation 10; and
5. the Chief Executive Officer cover letter, the Local Authority recommendation letter and the Council Resolution the rezoning is to "general residential", but in the application letter, special power of attorney, maps and application form it is to "general residential 2" – clarify and confirm.



ANNEXURE B: PREVIOUS APPLICATION**STEWART PLANNING**
TOWN & REGIONAL PLANNERS

First Floor, 122 On Main
122 Sam Nujoma Avenue
Walvis Bay

P.O. Box 2095
Tel: (064) 280 770
Email: melissa@sp.com.na

Reference: 4665_S

25 July 2026

TOWN PLANNING APPLICATION**ERF 4665 SWAKOPMUND EXTENSION 9**

Rezoning from "Single Residential" with a density of 1:600m² to
"General Residential 2" with a density of 1:300m²

Submission to:

Chief Executive Officer
Municipal Council of Swakopmund
c/o Rakotoka Street and Daniel Kamho Avenue
P.O. Box 53
Swakopmund

Prepared for:

Lionel Matthews
P.O. Box 4423
Vineta
Swakopmund

Prepared by:

Stewart Planning
Town & Regional Planners
P.O. Box 2095
Walvis Bay

Attention: Mr J. Heita
Manager: Town Planning

Stewart Town Planning CC (CC/2020/00365)

1. INTRODUCTION

Application is made on behalf of Lionel Matthews as the owner of Erf 4665, Swakopmund Extension 9 (the site) for the rezoning of the site from Single Residential (1:600m²) to General Residential 2 (1:300m²). The owner intends to develop 4 dwelling units in the form of up-market townhouses on the site.

The purpose of this report is to apply in terms of:

1. Section 105(1)(a) of the Urban and Regional Planning Act, Act no. 5 of 2018, for the **REZONING** of Erf 4665, Swakopmund Extension 9, from Single Residential (1:600m²) to General Residential 2 (1:300m²).

2. PROPERTY DESCRIPTION

The property description is given in the table below:

Table 1: Erf 4665, Swakopmund Extension 9 – Property Description.

ERF 4665	
Local Authority	Swakopmund Municipal Council
Township	Swakopmund
Extension	Extension 9
Size	1420m ²
Owner / Applicant	Mr Lionel John Matthews The Power of Attorney form is attached as Annexure A and the Title Deed as Annexure B.
Zoning	Single Residential (1:600m ²) 
Site Analysis	The site is flat, vacant and undeveloped, which makes it ideal for housing development. The large extent of the site with its square shape, as well as its location on the corner of Dr. Eugene Muller Street (25m wide) and Acacia Street (20m wide), makes the site ideal to be developed as proposed. There are no physical or environmental features that restrict development. There is a fire hydrant in the road reserve of Dr. Eugene Muller Street which will be taken into consideration in the final layout and design plans. 

3. LOCALITY

The site is located in Swakopmund Extension 9, which is situated in the northern part of Swakopmund within the neighbourhood colloquially known as Ocean View. Ocean View is characterised as a middle to higher-income, mixed-density residential area with a variety of supporting community land uses like parks, churches, schools, a recently developed service station and other local businesses.

Erf 4665 Swakopmund Extension 9 is situated on the corner of Dr. Eugene Muller Street and Acacia Street. The site is considered highly accessible, and suitable access to and from the proposed dwelling units can be achieved.

Figure 1 below shows the locality of the site in Swakopmund and in relation to the direct surrounding area. The Locality Map is attached as Annexure C.



Figure 1: Locality of Erf 4665, Swakopmund Extension 9.

Ocean View is a mixed-density residential neighbourhood with a variety of Single Residential, General Residential 1 and General Residential 2 zoned properties. As a result, housing typologies include single detached dwelling units, flats, townhouses, and guest accommodation. The Swakopmund Retirement Village is also in close proximity to the site, as well as the new Engen Service Station.



4. PROPOSED REZONING

With the need to establish 4 dwelling units on-site in the form of up-market townhouses, it is necessary and possible to rezone Erf 4665 Swakopmund Extension 9 from Single Residential with a density of 1:600m² to General Residential 2 with a density of 1:300m². Figure 2 below shows the proposed change in zoning. The Zoning Plan is attached as Annexure C.

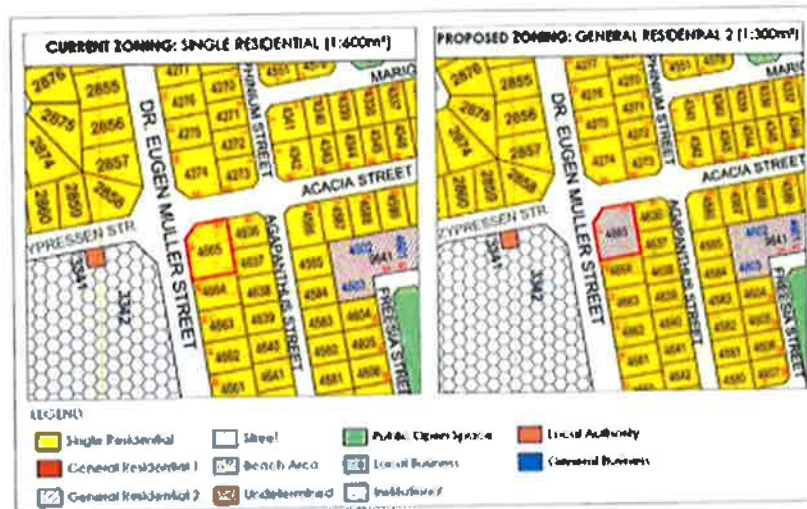


Figure 2: Proposed rezoning of Erf 4665, Swakopmund Ext 9 from Single Residential to General Residential 2.

With the site measuring 1420m², the rezoning of the site to General Residential 2 with a zoning density of 1:300m² (1 dwelling per 300m²), will allow a maximum of 4 townhouses on the site.

The site has been vacant and undeveloped since the establishment of Swakopmund Extension 9 prior to 2003. There are no important environmental, historical, cultural or similar features on-site that require retention or impose development constraints. The site is therefore considered suitable and ideal for the development of townhouses.

Figure 3 on the next page shows a draft conceptual plan for the layout of the proposed dwelling units, which is also attached as Annexure D. The design of the units as townhouses is still in process, but will be carefully considered as up-market townhouses are proposed. Furthermore, the townhouses will be designed to integrate into the existing residential character of Ocean View.

It is proposed to have the access point from Dr. Eugene Muller Street, as this is a wider road which is designed to accommodate increased traffic flows. It is proposed to have space for a dwelling unit, double garage, parking and a small yard for each proposed Townhouse.

Acacia Street (20m)

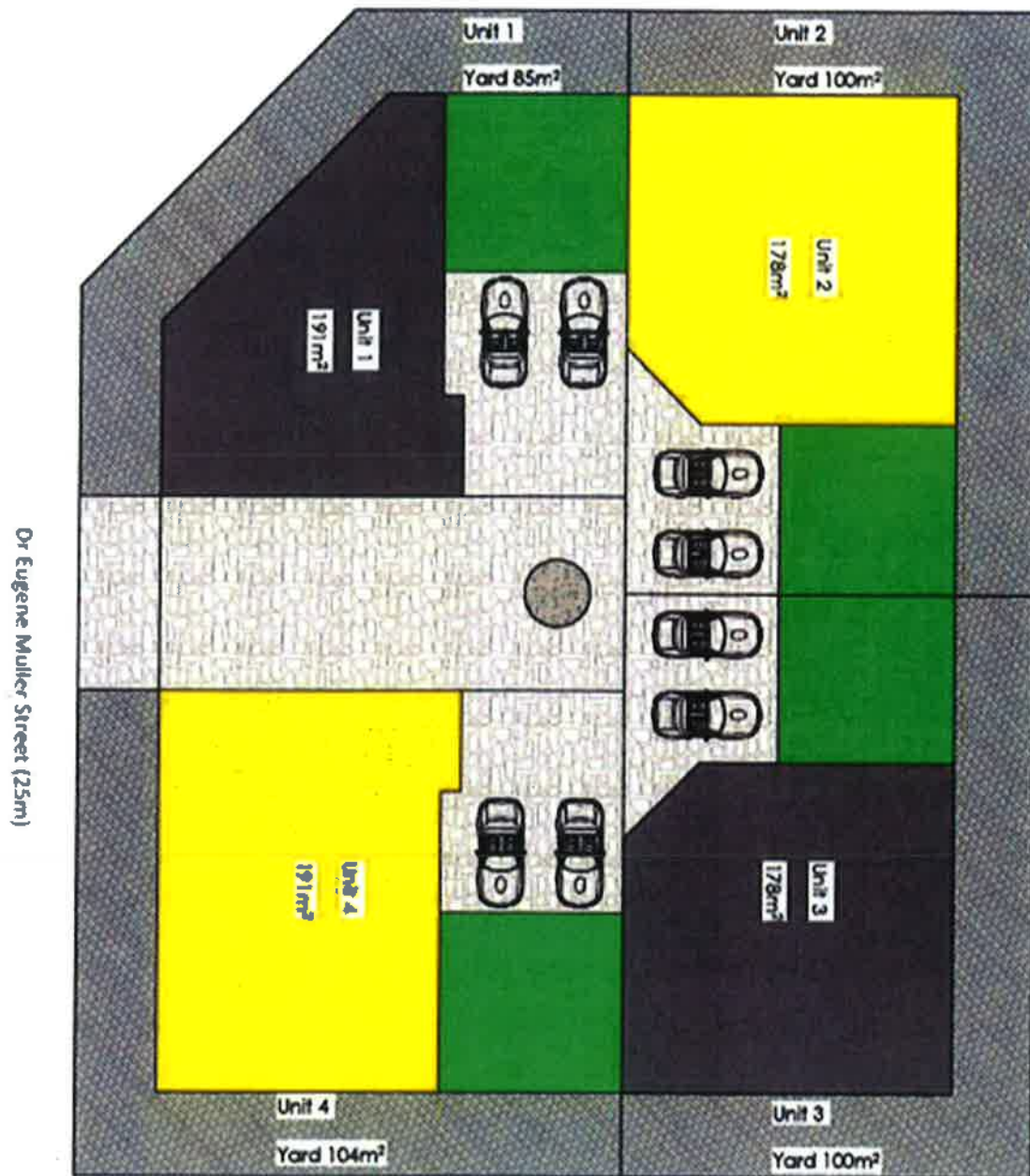


Figure 3: Draft Conceptual Layout of the proposed 4 dwelling units on the site, to be developed as townhouses.



❖ Access, Traffic and Parking

As mentioned in the Locality section of this report, Section 3 on Page 4, the site is located on the corner of 2 streets, Dr. Eugene Muller Street (25m) and Acacia Street (20m). It is proposed to have the access point from Dr. Eugene Muller Street, which would have also been allowed if the site remained Single Residential. The proposed development of 4 dwelling units will only result in a slight increase in traffic volume to and from the site along Dr Eugene Muller Street. However, this local access street is 25m wide, whereas the average road reserve of local access streets is $\pm 13\text{m}$ to $\pm 16\text{m}$ wide. Therefore, Dr Eugene Muller Street, with its wide road reserve, is more than capable of handling this minor increase.

Each townhouse will have a double garage for parking purposes. Therefore, it can be concluded that safe and suitable access and parking will be achieved without causing traffic congestion or negatively affecting the future amenity of the area, as the site is ideally located for the intended purposes.

❖ Impact on Services

Existing bulk and internal municipal sewerage, water and electricity connections are available on site, and extensions of these connections can be made to the townhouses. Rezoning the site from Single Residential to General Residential 2 will result in a slight increase in service provision on the site. The increase in the use of services will be compensated through the payment of betterment fees by the owner to the Local Authority, who is responsible for allocating the fees to the maintenance and upgrading of services in Walvis Bay. Furthermore, with the proposed rezoning the site will still be used for residential purposes, which is a less intensive land use with a lower impact on service provision when compared to other land use zones in town.

❖ Impact on Neighbourhood

With the development of the site for 4 townhouses under the General Residential 2 land use zone provisions, there remains a sufficient amount of vacant Single Residential zoned land within this neighbourhood to accommodate the ongoing and future need for freehold title detached dwelling units. It should also be noted that the other higher-density residential erven within the neighbourhood have a zoning density of $1:250\text{m}^2$. The proposed development only requires a zoning density of $1:300\text{m}^2$, which is less than the average density zone for higher density residential areas in the neighbourhood.

It is evident that the proposed utilisation of the site for 4 townhouses is more in demand than the utilisation of the site for a larger dwelling unit since the site has been vacant and undeveloped since the establishment of the township prior to 2003 (20 years ago). Even though the site was zoned Single Residential with the initial layout of Swakopmund Extension 9, it should be taken into consideration that layout planning is not an exact science, but rather a dynamic process of systems and methods to ensure improved environments for human habitation over time. Standards and Guidelines cannot be cast in stone and should be subject to the constant needs of individuals.

The careful design of the proposed townhouses to integrate into the existing residential character of Ocean View will also strengthen and promote the creation of sustainable neighbourhoods. A sustainable neighbourhood is a place that is safe, well-planned and built to last, where people want to live now, and in the future. It is a neighbourhood that is socially, environmentally and economically healthy.



5. DEMAND, NEED AND DESIRABILITY

The site is situated in Swakopmund Extension 9 in the neighbourhood colloquially known as Ocean View. This area is already characterised by mixed-density residential developments which include dwelling units, flats, townhouses and guest accommodation. The provision of different housing opportunities promotes spatial resilience and flexibility, which makes the community less likely to suffer from the impacts of economic and environmental shocks. Furthermore, the provision of different housing typologies not only creates vibrant communities but also allows more people access to homeownership. There will always be a market demand for townhouses or similar residential developments, as this is more affordable than a larger dwelling unit in most cases.

The proposed rezoning will also provide temporary employment during the construction phase. The construction of townhouses will also generate sales in local wholesale and retail outlets, especially for building materials, furniture and goods. In so doing, the local economy will be positively stimulated. The proposed development will also generate an increase in monthly payments of service charges by each owner of the townhouses.

In conclusion, the rezoning will address the demand, need and desirability for townhouses in Swakopmund Extension 9.

6. STATUTORY/POLICY SUPPORT

6.1. Swakopmund Zoning Scheme

The proposed rezoning of the site from Single Residential (1:600m²) to General Residential 2 (1:300m²) in order to establish townhouses is in line with the land use requirements for General Residential 2 (GR2) zoned properties as indicated in the table below:

Table 2: Land Use requirements for General Residential 2 zones in the Swakopmund Zoning Scheme.

GR2 Requirements	Compliance
Primary Uses Dwelling House/s, Block of Flats and Townhouses.	Complies : The housing development will consist of a maximum of 4 up-market townhouses.
Definition "Townhouse" means a dwelling unit which forms part of a town housing scheme.	Complies : The houses will be developed as dwelling units within a town housing scheme.
Minimum erf size The minimum prescribed erf size for townhouses are 900m ² .	Complies : The site measures 1420m ² .
Density Density zone of 1:300m ² (1 dwelling unit per 300m ²).	Complies : With the site measuring 1420m ² , the proposed development of 4 townhouses is within the density zone of 1:300m ² , which is allowed as per Table C1, Clause 2.4 (a).
Parking As determined by Council	Complies : Each townhouse will have a garage for the provision of parking space.
Betterment 20% Betterment fee when rezoning from Single Residential to General Residential.	Complies : 20% of the increase in property value, as determined by Council will be paid by the owner.

Any development on site will be subject to the provisions and restrictions of the Swakopmund Zoning Scheme, such as coverage, density, bulk, height, building lines, and parking in terms of the General Residential 2 land use zone. Compliance and/or the need for relaxation will be



evaluated and considered with the submission of building plans.

6.2. Swakopmund Structure Plan 2020-2040

A Structure Plan is an informative local strategic plan/document that guides the local authority on natural environment issues, local economic development, infrastructure and services. The Structure Plan ensures that the Swakopmund Municipality follows an integrated and holistic future-orientated planning approach that promotes sustainability and maximises the development potential of Swakopmund. It is a spatial planning tool which can be used as a guideline to inform and direct future planning within a town.

Chapter 2 is focused on the Demographics of Swakopmund, and when evaluating population growth and population projections for Swakopmund, it was found that the demand for erven (according to an annual growth rate of 5.3%) is 765 erven per annum. Swakopmund has a current housing backlog of 12,000, resulting in a backlog of 40 extensions that should be created. This will require 609 ha of land to meet for 350m² erven, inclusive of 45% non-residential land reservations. It is further mentioned in this Chapter that overall, Swakopmund is characterised as a low-density urban settlement with very large open spaces in between and that these "left-over" spaces pose a great opportunity for residential, business and institutional densification and infill development. Existing areas should therefore, where possible, be densified to promote proactive planning in the provision of housing rather than reactive planning.

Erf 4665 Swakopmund Extension 9 has been vacant and undeveloped since the establishment of the township prior to 2003 (20 years ago). It can therefore be concluded that the proposed utilisation of Erf 4665 Swakopmund Extension 9 for the provision of 4 townhouses is supported by the Swakopmund Structure Plan as it aims to address the increasing housing need by means of infill development on land that is suitable and has merit for higher density residential development.

6.3. MURD Town Planning Standards and Urban Design Guidelines

The table below shows how the proposed development is in accordance with the Ministerial Town Planning Standards and Urban Design Guidelines of 2013.

Table 3: Evaluation of the rezoning in terms of the Ministerial Town Planning Standards and Urban Design Guidelines.

Minimum erf sizes	The Ministerial standards make reference to a minimum erf size of 300m ² for Single Residential subdivisions and/or township establishments. This minimum Erf size requirement is not applicable to the rezoning application for townhouses. However, it should be noted that a zoning density of 1:300m ² is proposed.
General street layout and width	The site is situated on the corner of Dr Eugene Muller Street (25m) on the western boundary and Acadia Street (20m) on the northern boundary, which makes the site highly accessible. The adjacent streets are more than wide enough to accommodate space for pedestrians, landscaping, street furniture, parking and municipal services (water, sewerage, electricity, communication and street lighting).
Open Spaces	No new public open spaces are created with the proposed development, and no existing public open spaces are affected by the rezoning.
Main roads/Bypass roads	No access is taken from a Main or Bypass road. Therefore no building restrictions in this regard applies.
Stormwater & Environmental Management	The properties are not situated inside a natural watercourse, and the site is level with adjacent streets. All stormwater drainage, if it rains at the coast, will form part of the street network. No environmental clearance certificate is required in terms of the Environmental Management Act (No. 7 of 2007).
Legislative Procedures	Application for rezoning is made in terms of Section 105(1)(a) of the Urban and Regional Planning Act, Act no. 5 of 2018, and all legislative procedures in terms of this Act will be followed.



Local Economic Development	The proposed development will have a direct and indirect positive impact on economic growth and employment creation, which are much needed in light of the current economic recession. The development will contribute to the overall improvement of the residential suburb.
Principles for town planning and design	The provision of higher residential densities promotes spatial flexibility in the provision of housing types, while still maintaining a cohesive and harmonious neighbourhood.

7. SUMMARY

There are feasible reasons which make the proposed rezoning favourable, as summarised below:

1. The site is flat, vacant and undeveloped, which makes it ideal for housing development;
2. The site is a large, square-shaped erf situated on the corner of Dr Eugene Muller Street and Acacia Street, which makes the site highly accessible and desirable for higher-density residential development;
3. The adjacent streets have wide road reserves (25m and 20m) to accommodate the minor traffic increase resulting from the higher density residential land use;
4. The site is situated in a neighbourhood already characterised by mixed-density residential erven with a variety of supporting community land uses;
5. The provision of different housing typologies not only creates vibrant communities but also allows more people access to homeownership;
6. The proposed development only requires a zoning density of 1:300m², which is less than the average density zone for higher density residential areas in the neighbourhood, which is 1:250m²;
7. The utilisation of the site for 4 townhouses is more in demand than the utilisation of the site for a larger dwelling unit and there remains sufficient vacant Single Residential zoned erven to accommodate this need in future;
8. The site is ideal for providing townhouses and will strengthen the existing residential character of Ocean View, especially since the size and design of the proposed up-market townhouses will be constructed to fit in and beautify the neighbourhood;
9. The proposed development will have a direct and indirect positive impact on economic growth and employment creation which is much needed in light of the current economic environment;
10. The proposed rezoning complies with the guidelines and recommendations of the Swakopmund Zoning Scheme, Swakopmund Structure Plan 2020-2040, and the Ministerial Town Planning Standards and Urban Design Guidelines.

8. PUBLIC CONSULTATION

The public was notified of the application in accordance with the Urban and Regional Planning Act, 2018 as follows:

- Regulation 10(1): Notice in the Gazette (30.05.2025)
- Regulation 10(2): Notices in 2x Newspapers for 2 Weeks (23.05.2025 & 30.05.2025)
- Regulation 12(a): Notice(s) on Site (02.06.2025 – 20.06.2025)
- Regulation 12(b): Notice at the Local Authority (02.06.2025 – 20.06.2025)
- Regulation 10(4): Notice to neighbouring landowners. (03.06.2025)

The proof of consultation is attached as Annexure E.



The public participation period started on Tuesday, 03 June 2025 and the cut-off date to submit comments and/or objections was Friday, 20 June 2025. The public was given 14 working days to provide comments and/or objections. One objection was received from Mr Mark Poulton, owner of adjacent Erf 4637 Swakopmund Extension 9. The objection and our response on behalf of the owner are given in the table below.

Table 4: Response to objection.

Neighbour	Comment	Response
Mark Poulton	<i>(Received via email on 12 June 2025)</i> 1) The applicant should have notified his immediate neighbours by means of modern communication, as I received the notice by means of the site notice; 2) I purchased my property with the intention of staying in a single residential area away from townhouses, therefore purchasers should acquaint themselves with the zoning of erven; 3) The rezoning will increase noise pollution as occupants will increase from 26 to 124; 4) There will be more vehicles moving in and out of the property; 5) The townhouses will lower immediate neighbours' property values, which will devalue the area; 6) The sewerage system is currently under pressure and we experience blockage in the area;	1) Notification of the application was sent to the objector (gbbpoulton@gmail.com) on 3 June 2025 via email as per the owner's information received from the Municipality. When this was communicated to the objector, he confirmed that he would update his details at Council. Proof of correspondence attached as Annexure E. 2) Property rights are not a lifelong guarantee, and is subject to the constant changing needs of individuals and communities as socio-economic changes take place over time. The site has been vacant and undeveloped since the establishment of the township prior to 2003 (more than 20 years ago). The proposed development will not drastically change the neighbourhood or have a negative impact on surrounding neighbours as it will still be used for residential purposes. 3) This is a very preconceived opinion that is not based on reason or actual experience. Any given residential property can have residents that are a nuisance to surrounding neighbours. An application cannot be unfavourably considered based on assumptions. 4) The proposed development of 4 dwelling units will only result in a slight increase in traffic volume to and from the site along Dr Eugene Muller Street. However, this local access street is 25m wide whereas the average road reserve of local access streets is 13m to 16m wide. Therefore Dr Eugene Muller Street with its wide road reserve is more than capable to handle this minor increase. 5) With regards to the issue of valuation, it should be noted that the proposed rezoning is subject to the payment of betterment fees. In terms of Section 34 of the Town Planning Ordinance 1954, [Ordinance 16 of 1954], as amended, a Local Authority may recover from a person whose property has increased in value due to rezoning, an amount not exceeding 75%. In this case, the proposed rezoning from Single Residential to General Residential amounts to a 20% betterment fee to be paid as a result of the increased value of the property due to rezoning. The building value of the property is also secured by the condition set out in the Conditions of Establishment of Swakopmund Extension 9. Furthermore, the townhouses will have a modern design as the intention is to establish up-market townhouses, which will actually strengthen the neighbourhood character. 6) The proposed development of 4 dwelling units will only result in a slight increase in use of services, which is compensated for by the payment of betterment fees as well as monthly rates, tax and service charges.



	7] The existing undeveloped and available General Residential erven in the area should be developed for townhouses.	It is also unlikely that the sewerage system is under pressure as Swakopmund Extension 9 is not yet developed to its full capacity, with large vacant, undeveloped land still available. 7] The 3 remaining vacant General Residential zoned erven in Swakopmund Extension 9 are not only too large (±4500m), but also do not offer the location advantage Erf 4665 has. It should be emphasised that the focus of the proposed development is on quality, and not quantity, which is also why the developer wants to proceed with a density of 1:300m² to allow 4 dwelling units, and not a density of 1:250m² which will allow an additional dwelling unit.
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9. RECOMMENDATION

Given the need and desirability of the rezoning proposal, we hereby recommend the favourable consideration of the following:

REZONING of Erf 4665, Swakopmund Extension 9, from Single Residential (1:600m²) to General Residential 2 (1:300m²), in terms of Section 105(1)(a) of the Urban and Regional Planning Act, Act no. 5 of 2018

Should you require any additional information, then please do not hesitate to contact me.

Yours faithfully,


Melissa Kroon
Town Planner

 **STEWART PLANNING**
TOWN & REGIONAL PLANNERS
Tel: +264 64 280 770 | Email: melissa@sp.com.na


Bruce Stewart
Town Planner

 **STEWART PLANNING**
TOWN & REGIONAL PLANNERS
Tel: +264 64 280 770 | Email: bruce@sp.com.na

SPECIAL POWER OF ATTORNEY

I, the undersigned,

Lionel John Matthews [ID No. 64071000716]

in my capacity as the **OWNER OF ERF 4665, SWAKOPMUND EXTENSION 9**

do hereby nominate, constitute and appoint

STEWART PLANNING – TOWN AND REGIONAL PLANNERS
P.O. BOX 2095, WALVIS BAY, NAMIBIA

with full power of substitution, to be my true and lawful Attorney and Agent for me and in my name, place and stead, to make the necessary application to the Municipality of Swakopmund, and/or Urban and Regional Planning Board for the:

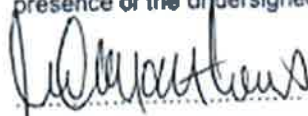
REZONING OF ERF 4665, SWAKOPMUND EXTENSION 9 FROM SINGLE RESIDENTIAL (1:600m²) TO GENERAL RESIDENTIAL 2 (1:300m²).

at the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes I might or could do if personally present and acting herein – hereby ratifying, allowing and confirm all and whatsoever my said Agent and Attorney shall lawfully do, or cause to be done, by virtue of these presents.

CONSENT

In terms of Section 4 and 7 of the Married Persons Equality Act, 1996 (Act 1 of 1996), I, Johanna Matthews, the undersigned, in my capacity as the spouse of Lionel John Matthews, hereby grant consent to the application made by him/her to the relevant authorities.

thus done and signed at Swakopmund this 23rd day of JUNE 2025 in the presence of the undersigned witnesses:


 Lionel John Matthews


 Johanna Matthews

Witness 1

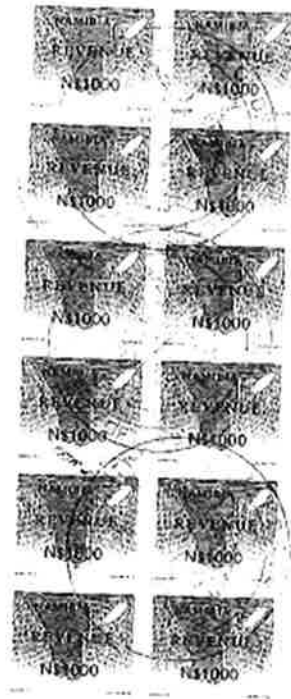
Name: KHOKWANI NDIELA

Signature: 

Witness 2

Name: Shanelle Joseph

Signature: 



Prepared by me


 CONVEYANCER
 BASSON, CA

CARICIA BASSON LEGAL PRACTITIONERS
 Legal Practitioner, Conveyancer & Notary Public
 5 Seltz Street, Windhoek
 P O Box 97254 Maerua Park
 Windhoek

3277 2025

DEED OF TRANSFER

BE IT HEREBY MADE KNOWN:

THAT CARICIA ANNETTE BASSON

appeared before me the Deputy Registrar of Deeds, at Windhoek, she, the said Appearer, being duly authorised thereto by a Power of Attorney granted to her by

LEONHARD HICO KURZ
 Identity Number 710917 0019 2
 Married out of community of property

(hereinafter styled the TRANSFEROR)

dated the 13th day of May 2025 and signed at Windhoek




AND THE SAID APPEARER DECLARED THAT her said principal on the 28th of April 2025 had truly and legally sold, and that she, in her capacity aforesaid, did, by these presents, cede and transfer, in full and free property, to and on behalf of

LIONEL JOHN MATTHEWS

Identity number 640710 0071 6

Married to Johanna Matthews, which marriage is governed by the laws of the Republic of South Africa

(hereinafter styled the TRANSFEREE)

His Heirs, Executors, Administrators or Assigns.

CERTAIN Erf No. 4665 (A portion of Erf No. 1534) Swakopmund (Extension No. 9)

SITUATE In the Municipality of Swakopmund
Registration Division "G"
Erongo Region

EXTENT 1420 (One Four Two Nil) Square metres

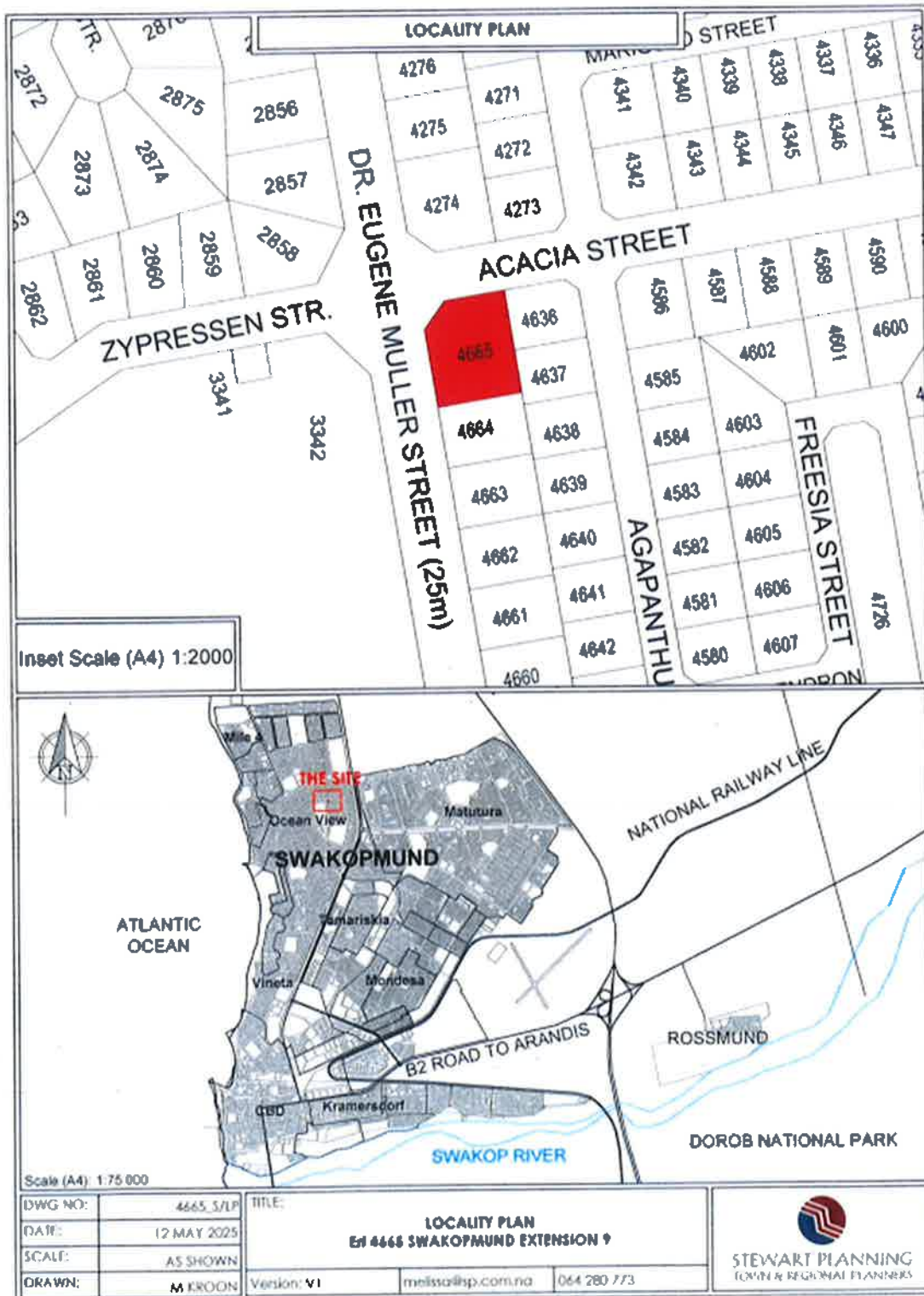
FIRST transferred by Deed of Transfer No. T4600/2010 with General Plan S.G. No. A491/2004 relating thereto and held by Deed of Transfer No. T4161/2011

SUBJECT to the following conditions imposed in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) namely:-

IN FAVOUR OF THE LOCAL AUTHORITY

The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).







In terms of the Urban and Regional Planning Act, 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

Take note that –

- (a) The plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the corner of Rakotoka Street and Daniel Kameho Avenue.
- (b) Any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Swakopmund Municipality and the applicant within 14 days of the last publication of this notice.

Be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act, 2018. Such written objection or comment must therefore be submitted by no later than 17h00 on 14 June 2025.

Applicant: Van Der Westhuizen Town Planning & Properties cc
P. O. Box 1598, Swakopmund
Contact Persons: A. van der Westhuizen
Cell: 0811224661
Email: andrew@vrdwtp.com

No. 326

2025

REZONING OF ERF 4665, SWAKOPMUND EXTENSION 9

Stewart Planning - Town and Regional Planners intends to apply to the Municipality of Swakopmund, and the Ministry of Urban and Rural Development for the following:

- Erf 4665, Swakopmund Extension 9 (corner of Dr. Eugen Muller and Acacia Streets); and
- Rezoning from single residential with a density of 1:600 to general residential 2 with a density of 1:300.

The aforementioned application is submitted in terms of the Swakopmund Zoning Scheme (as amended), and the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018). It is necessary and possible to rezone Erf 4665, Swakopmund Extension 9 (measuring ±1420m²) to establish four up-market townhouses.

Take note that –

- (a) The Background Information Document lies open for inspection at the Town Planning Department of the Municipality of Swakopmund, corner of Rakotoka and Daniel Kameho Streets, Swakopmund. An electronic copy can be requested from Mrs. Melissa Kroon: melissa@sp.com.na;
- (b) Written comments, representations, input and/or objections to the planning application together with the grounds thereof can be submitted to the Chief Executive Officer of the Municipality of Swakopmund and Stewart Planning within 14 days of the last publication of this notice; and
- (c) Written objections must be submitted before or on 17h00, Friday, 20 June 2025.

Pensioenaris Weier om te Gaan Lê

Marshalline Brakes

Meneer Hannes Voges, 'n 66-jarige pensioenaris, sit op die plotselings die Swakopriver buite Swakopmund woon, in die woorde van sy buurman.

Die pensioenaris is reeds vir meer as agt jaar lank op sy swakopriverse geboude skryfwerk aan te word en 'n klein dollar of twee te verdien, om eers die hantse maandelikse pensioenstaatssteun te rek. Hy maak en verkoop ook kwaliteits aas-tuile wat lank in 'n vinnige tempo aan hul via op alomte en mak en mak te kry.

Volgens meneer Voges drom hy dit om hy en sy vrou te huur te betel, ook om ander uit-gewens te dek aangesien hul gesamentlike pensioengeld nie voldoende is nie. Tydens 'n telefoniese onderhoud met Namib Times het hy gesê dat hy met hierdie inisiatief begin het nadat hy albei sy bene bekeer het en hulle tydens die Covid-pandemie byna alles verloor het, insluitend hul voorhuis. Hy vertel ook dat hulle al talle stulle afgesig het met besighe- de aan wie hy sy tafels verskaf het, asook sosiale media swendelaars. Aldus meneer Voges het hy voorheen aan besighe- de sy tafels gegee om vir hom te verkoop, maar verkope was swak aangesien hierdie besighe- de 100% wins van hul eie op die produkte geit het. Hy en sy vrou is ook al twee keer deur aanlyn-swendelaars ingelooi, nadat hulle betalings vir tuurting gedoen het maar nooit die tuurting ontvang het nie. Hulle is glo op twee geleenthede deur hierdie skelm met N\$1 300 ingelooi.

"Maar jy weet, ek het besluit dat al hierdie dinge my nie gaan onderkry nie, ek gaan nie loop lê nie," het die pensioenaris in 'n vas-betade stemtoon ge- sê. Hy plaas al sy vertroue op die Here. Hy droom dat hy op die oomblik so klein betjie sukkel aangesien hy 'n reuter-der en bankstaf be- nodig om hierdie kwaliteits produkte van hom goed op standaard te bring en speek die hoop uit dat 'n Dier- hartige Samaritaan hom aan die hand sal vat. Of so nie, soek hy net goeie onder- stuning vanaf die publiek en moontlik besighe- de wat sy tafels direk van hom kan koop, dan kan hy sommer in 'n jupit- self die tuurting aan- koop. Sy begeerte is om ook enkel- en dub- belbeddens te maak en dit is juis hiervoor dat die reuterder en bank- staf noodsaaklik is. Enigemand wie meneer Voges wil onder- steun kan hom kry by die Swakopriver plot- te, Sophia Dale Base Camp no.4, of hom kontak by 081 648-5033.

Peter van der



NOTICE OF THE CONSENT APPLICATION IN TERMS OF THE WALVIS BAY TOWN PLANNING SCHEME

CONSENT: Accommodation Establishment (Self-Catering) ON ERF NO: 417 (Unit 6) TOWNSHIP/AREA: Langstrand STREET NAME & NO: Longshore/Orange Street

In terms of the Walvis Bay Town Planning Scheme, notice is hereby given that I, the undersigned, have applied to the Municipality of Walvis Bay for permission to erect/establish on the site above: Accommodation Establishment (Self-Catering).

Plans may be inspected or particulars of this application may be obtained at Town Planning, First Floor, Rooms 101 & 102, Civic Centre.

Any person having any objection to the approval of this application, must lodge such objection, together with grounds thereof, with the General Manager: Roads and Building Control, (Town Planning), Private Bag 5017, Walvis Bay and the applicant, in writing, not later than 13 June 2025.

NAME AND ADDRESS OF APPLICANT: Hilma Stones, PO Box 633, Tsumeb email: hilma.stones@yahoo.co.uk

REZONING OF ERF 7159 MONDESA EXTENSION 26

Stewart Planning - Town & Regional Planners intends to apply to the Municipality of Swakopmund, and the Ministry of Urban and Rural Development for the following:

Erf 7159 Mondesa Extension 26 (corner of Samuel Maharero, Immanuel Shikongo and Grootfontein Streets): Rezoning from General Residential 2 with a density of 1:250m² to General Business with a bulk of 2:1.

It is necessary and possible to rezone (1) 7159 Mondesa Extension 26 to establish a shopping centre with retail and related land uses for the provision of goods and services to the surrounding community.

The aforementioned application is submitted in terms of the Swakopmund Zoning Scheme (as amended), and the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018). The rezoning of land zoned "residential" to "business" is a listed activity, and an application for an Environmental Clearance Certificate will be made in terms of the Environmental Management Act, 2007 (Act No. 7 of 2007).

Take note that - (a) the Background Information Document (BID) is open for inspection at the Town Planning Department of the Municipality of Swakopmund, corner of Rakotoka and Daniel Kamebo Street, Swakopmund. An electronic copy can be requested from Mrs Melissa Kruon: melissakruon@gmail.com;

(b) interested and/or affected parties can register with Stewart Planning and submit their written comments, representations, input and/or objections to the planning application together with the grounds thereof to the Chief Executive Officer of the Municipality of Swakopmund and with Stewart Planning within 14 days of the last publication of this notice;

(c) Written objections must be submitted before or on 17:00 Tuesday, 17 June 2025.

Applicant: Melissa Kruon, Stewart Planning, Town & Regional Planners, PO Box 2045 Walvis Bay, 064 410 4403. Local Authority: Chief Executive Officer, Municipality of Swakopmund, PO Box 13 Swakopmund, 064 410 4403.



NOTICE

CONSENT USES, ERECTION OF BUILDING AND USE OF LAND IN TERMS OF SWAKOPMUND ZONING SCHEME REGULATIONS

Notice is hereby given in terms of Clause 6 of the Swakopmund Zoning Scheme Regulations that the Town Council considers the following consent uses, erection of buildings and use of land, details of which are obtainable from the General Manager: Engineering and Planning Services.

The owner of Erf 1320, (13 Tobias Hanyaho Street, 2 Heuschneider Street), Swakopmund Proper, intends to apply to the Municipality of Swakopmund for special consent for Building Height Reduction from 10m to 14.2m.

Any person having any objections to the proposed steps may lodge such objections, duly motivated in writing, with the Chief Executive Officer until 16 June 2025.

Contact persons: Mr C. Pousell (Architect) Tel: 081 124 0771 or Mr C. Mudi Tel: 064-420 720 and/or Mr J. Hoba (Manager: Town Planning) Tel: 204 (064) 410 4403.

NOTICE IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT AND ENVIRONMENTAL MANAGEMENT ACT

Stewart Planning - Town & Regional Planners intends to apply on behalf of the registered owners, to the Walvis Bay Municipality and the Ministry of Urban and Rural Development for consent for the following application:

Portion 8 and 9 of Port 41, Walvis Bay Tsevelom (Langstrand)

Subdivision of Portion 9, Farm 41 into Portion 1 (1000m²) and the Remainder;

Cloning of Portion 1 as Public Open Space;

Rezoning of Portion 1 from Public Open Space to General Business;

Consolidation of Portion 1 with Portion 8, Farm 41 into Portion X.

The purpose of the application is to utilize the commodified site (Portion X) for the establishment of the Ocean Keys Hotel.

The aforementioned application is submitted in terms of the Walvis Bay Zoning Scheme (as amended), and the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018). The permanent closure application is submitted in terms of the Local Authorities Act, 1992 (Act No. 23 of 1992). The rezoning of land zoned Public Open Space to any other land use is a listed activity and will be dealt with in terms of the Environmental Management Act, 2007 (Act No. 7 of 2007) by Excel Dynamic Solutions.

Take note that -

(a) the Background Information Document is available for inspection, during normal office hours, at Room 101, Town Planning Section of Walvis Bay Municipality, Civic Centre. An electronic copy can also be requested from Mrs Melissa Kruon: melissakruon@gmail.com;

(b) interested and/or affected parties can register with Stewart Planning and submit their written comments, representations, input and/or objections to the proposed application together with the grounds thereof, to the Chief Executive Officer of the Walvis Bay Municipality and to Stewart Planning within 14 days of the last publication of this notice;

(c) public meetings will be held on Tuesday, 10 June 2025 at the Long Beach Lodge (10000) and the Namibia Community Hall (10000). All correspondence regarding the public meetings can be sent to: ALE@ale.co.za or Excel Dynamic Solutions: public@exceldynamic.co.za;

(d) the deadline to register as an interested and/or affected party and to submit written comments, representations, input and/or objections will be on or before 17:00 Tuesday, 17 June 2025.

Applicant: Melissa Kruon, Stewart Planning Town & Regional Planners, PO Box 2045 Walvis Bay, 064 410 4403. Local Authority: Chief Executive Officer, Walvis Bay Municipality, Private Bag 5017, Walvis Bay, 064 410 4403.

NOTICES

LIQUOR ACT, 1996 NOTICE OF APPLICATION TO A COMMITTEE IN TERMS OF THE LIQUOR ACT, 1996

Regulation 11 (a) & (b)

Notice is given that an application in terms of the Liquor Act, 1996, particulars of which appear below, will be made to the Regional Liquor Licensing Committee, Regional Office.

1. Name and postal address of applicant: Co Beating and Investments, Namibia CC, P.O. Box 2379, Walvis Bay.

2. Name of licensed business to which application relates: CBB.

3. Address/location of licensed premises to which application relates: Erf 1300, Carol Reuter, Goring and Waterberg Street, Extension 9, Swakopmund, Namibia.

4. Nature and details of application: New Special Liquor Licence.

5. Where application will be lodged: Swakopmund, Magistrate Office, Clerk of Court.

6. Date on which application will be lodged: 20 May 2025.

7. Date of meeting of Committee at which application will be heard: 9 July 2025.

Any objection or written submission in terms of section 29 of the Act in relation to the application must be sent or delivered to the Secretary of the Committee to reach the Secretary not less than 21 days before the date of the meeting of the Committee at which the application will be heard.

REZONING OF ERF 4665 SWAKOPMUND EXTENSION 9

Stewart Planning - Town & Regional Planners intends to apply to the Municipality of Swakopmund, and the Ministry of Urban and Rural Development for the following:

Erf 4665 Swakopmund Extension 9 (corner of Dr Eugen Müller and Amalia Street): Rezoning from Single Residential with a density of 1:600m² to General Residential 2 with a density of 1:100m².

The aforementioned application is submitted in terms of the Swakopmund Zoning Scheme (as amended), and the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018). It is necessary and possible to rezone Erf 4665 Swakopmund Extension 9 (measuring 1:420m²) to establish four up-market townhouses.

Take note that -

(a) the Background Information Document (BID) is open for inspection at the Town Planning Department of the Municipality of Swakopmund, corner of Rakotoka and Daniel Kamebo Street, Swakopmund. An electronic copy can be requested from Mrs Melissa Kruon: melissakruon@gmail.com;

(b) written comments, representations, input and/or objections to the planning application together with the grounds thereof can be submitted to the Chief Executive Officer of the Municipality of Swakopmund and Stewart Planning within 14 days of the last publication of this notice;

(c) Written objections must be submitted before or on 17:00 Friday, 20 June 2025.

Applicant: Melissa Kruon, Stewart Planning, Town & Regional Planners, PO Box 2045 Walvis Bay, 064 410 4403. Local Authority: Chief Executive Officer, Municipality of Swakopmund, PO Box 13 Swakopmund, 064 410 4403.

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This book is printed on acid-free paper.

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Wed 08/20/25 12:46 PM

Melissa Otto

Notice to neighbours - Erf 4665 SMK Ext 9

To:

For: info@zandvoort.net, kepe@vsnl.co.za, gijs@vsnl.co.za, petel@vsnl.co.za, ginger@vsnl.co.za, stephan@vsnl.co.za

This message was sent with High Importance



4089 3,100-416 (4 of 100)

Dear interested and affected party,

Stewart Planning - Town and Regional Planners intends to apply to the Municipality of Serephomund, and the Ministry of Urban and Rural Development for the following:

Erf 4665 Serephomund Extension 9 (corner of Dr Eugene Marler and Pecos Street) rezoning from Single Residential with a density of 1:600m² to General Residential 2 with a density of 1:300m².

The above-mentioned application is submitted in terms of the Serephomund Zoning Scheme (as amended), and the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018). If necessary and possible to rezone Erf 4665 Serephomund Extension 9 (measuring 11420m²) to establish low up-market townhouses.

Please note that -

- (a) the Background Information Document is attached for your information;
- (b) written comments, representations, input and/or objections to the planning application together with the grounds thereof can be submitted to the Chief Executive Officer of the Municipality of Serephomund and Stewart Planning within 14 days of the last publication of this notice;
- (c) Written objections must be submitted before or on 17:00 Friday, 20 June 2025.

Applicant:

Melissa Kroon
Stewart Planning Town&Regional Planner
PO Box 3255 6540 Day
064 280 773
Melissa@sp.co.za

Local Authority:

Chief Executive Officer
Municipality of Serephomund
PO Box 53 Serephomund
064 435 4083
info@serephomund.com.za

Kind regards,

Melissa Kroon
Town Planner

11.1.2 **RENEWAL OF THE MEMORANDUM OF UNDERSTANDING (MOU) WITH THE MINISTRY OF EDUCATION, INNOVATION, YOUTH, SPORTS, ARTS AND CULTURE**

(C/M 2026/10/01 - M 4358)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 7.2 page 31 refers.

A. This item was submitted to the Management Committee for consideration:

1. Introduction

This submission seeks Council's approval for the renewal of the Memorandum of Understanding (MoU) (**Annexure 'A'**) between the Municipality of Swakopmund (MoS) and the Ministry of Education, Innovation, Youth, Sports, Arts and Culture (MEIYSAC). The MoU highlights the roles and responsibilities between the MoS and MEIYSAC in the management of the Mondesa Community Library.

2. Background

Management Committee on **8 August 2026** while discussing the above matter, among others under item 10.6 resolved that:

- (a) *That the whole facility be officially handed over by Her Worship, the Mayor, during September 2019.*
- (b) *That the Community Development Services Department proceeds with the opening of the library, in order to allow learners to prepare for the examinations.*
- (c) *That the Centre Inauguration Committee comprising of the following commence with organizing the inauguration ceremony:*
 - *Community Development Services Department*
 - *Marketing and Communication section*
 - *Ministry of Sports, Youth and National Service*
 - *Ministry of Education, Arts and Culture*
 - *Ministry of Information and Communication Technology*
- (d) *That the Memorandum of Understanding between the Municipality of Swakopmund and the Ministry of Education, Arts and Culture be signed at the official inauguration of the Centre.*

Subsequent to the above resolution, the library was opened for community use, followed by the official inauguration of the Multipurpose Centre. The Centre was named after the late Regional Councillor for the Swakopmund Constituency, Honourable Germina Shitaleni while the hall was named after Alderwoman Rosina //Hoabes. During the same event, the Mondesa Community library was officially inaugurated, and a MoU was signed to formalise the partnership and clarify the respective roles and responsibilities of the parties in the management and operation of the library.

3. Roles and Responsibilities

Municipality of Swakopmund

The Municipality of Swakopmund being the owner of the Centre shall maintain the infrastructure. In addition, the Municipality shall bear costs in relation to:

- *Maintenance of the building, furniture & equipment*
- *Water and electricity consumptions*
- *Cleaning Services*
- *Alarm System, monitoring and response & Security services (guards)*

Ministry of Education, Innovation, Youth, Sport, Arts and Culture

The MEIYSAC being the custodian of all libraries shall manage the Mondesa community library. In addition, the Ministry shall bear costs and maintenance in relation to:

- *Library Personnel*
- *Security System (Entrance gate)*
- *Books*

4. Discussion

In order to ensure the effective, sustainable and accountable management and operation of the Mondesa Community Library, it is necessary to formalise the distribution of responsibilities between the Municipality of Swakopmund (MoS) and the Ministry of Education, Innovation, Youth, Sports, Arts and Culture (MEIYSAC) through a Memorandum of Understanding (MoU).

The initial MoU was signed during the inauguration of the Germina Shitaleni Multipurpose Centre on 22 November 2019 by the then Mayor of Swakopmund, Councillor Pauline Daphne Nashilundo. Although the MoU was signed on 22 November 2019, the agreement period commenced on 01 May 2019 and lapsed on 01 May 2024. The MoU was not renewed upon its expiry.

During the period of the agreement, all parties diligently carried out their respective roles and responsibilities. To date, no misunderstandings, disputes or challenges relating to the management of the Mondesa Community Library have been reported or recorded.

In light of the above, the Economic Development Services (EDS) proposes that the partnership between the MoS and MEIYSAC be renewed and formalised through a new MoU. Like the lapsed agreement, the renewed MoU will provide a clear framework for the respective roles and responsibilities of both parties and ensure that the management and operation of the library remain aligned with the Municipality's developmental objectives and responsive to the needs of the local community, particularly children, young people, learners, job seekers and the community at large.

Equally, the MoU will safeguard the interests of the Municipality by establishing agreed procedures for the use, care and maintenance of municipal property and assets, while clearly outlining the responsibilities of

each party in respect of operational costs, resources, programmes and facility management.

Therefore, entering into a renewed MoU is recommended to provide a clear, structured and sustainable framework for the management and operation of the Mondesa Community Library, while strengthening collaboration, accountability, resource mobilisation and service delivery to the community.

There is therefore a need to establish a permanent position that will provide consistent staffing support, ensure continuity of services, strengthen the implementation of library and community outreach programmes, and reduce the library's reliance on temporary internship placement.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council approves the renewal of the attached Memorandum of Understanding between the Municipality of Swakopmund and the Ministry of Education, Innovation, Youth, Sport, Arts and Culture on the management of Mondesa Community Library, for the period October 2026 to October 2031.
 - (b) That Council authorizes the Chief Executive Officer, Mr. Alfeus Benjamin and the Chairperson of the Management Committee, Cllr Shivute Angula, to sign the MoU on behalf of the Municipality of Swakopmund.
-

ANNEXURE "A"

Republic of Namibia

SWAKOPMUND MUNICIPALITY**PARTNERSHIP AGREEMENT**

MEMORANDUM OF AGREEMENT made and entered into by and between

THE MUNICIPAL COUNCIL OF SWAKOPMUND
(hereinafter referred to as the OWNER)

and herein represented by

ALFEUS BENJAMIN**And****ALFEUS SHIVUTE ANGULA AND MAURITIUS AMUSHILA**

(in their respective capacities as **CHIEF EXECUTIVE OFFICER** and **CHAIRPERSON OF THE MANAGEMENT COMMITTEE OR ALTERNATE CHAIRPERSON OF THE MANAGEMENT COMMITTEE** and acting by virtue of the powers granted by Section 31 (1) of the Local Authorities Act, No 23 of 1992 (as amended).

OF THE ONE PART

And

THE MINISTRY OF EDUCATION, INNOVATION, YOUTH, SPORT, ARTS AND CULTURE
(hereinafter referred to as the CUSTODIAN)

and herein represented by

HELENA ASINO

in his respective capacity as **ACTING REGIONAL DIRECTOR FOR THE ERONGO REGION**
MINISTRY OF EDUCATION, INNOVATION, YOUTH, SPORTS, ARTS AND CULTURE.

OF THE OTHER PART

The OWNER and the CUSTODIAN hereby entering into an agreement by sharing responsibilities of the

Community Library at the Germina Shitaleni Multipurpose Centre
Erf 4348, Mondesa, SWAKOPMUND

(Hereinafter referred to as the MONDESA COMMUNITY LIBRARY)

DEFINITION

The Memorandum of Understanding (MoU) is a formal agreement between two parties, establishing official partnership. This MoU carries a degree of seriousness and mutual respect, stronger than a gentlemen's agreement.

In this regard the Municipality of Swakopmund and the Ministry of Education, Arts and Culture hereby mutually agree to share responsibilities towards the community library at the Mondesa Multipurpose Centre. The Mondesa Community library is a public facility established by the Swakopmund Municipality and supported by the Ministry of Education, Arts and Culture in order to promote a reading culture in the Swakopmund town.

PURPOSE

This Memorandum of Understanding constitutes an agreement between the Municipality of Swakopmund and the Ministry of Education, Arts and Culture; to provide resources and services to meet the needs of the community for education, information and personal development including recreation and leisure. access to knowledge, information to all members of the community.

GOALS AND OBJECTIVES

- Provide access to information resources, regardless of location
- Educate the public in identification and effective use of information resources
- Provide access to library resources and servers via web pages and online resources

ROLES AND RESPONSIBILITIES

The two parties will assume and share full responsibilities towards the library as described below:

Swakopmund Municipality

The Municipality of Swakopmund being the owner of the Centre shall maintain the infrastructure. In addition, the Municipality shall bear costs in relation to:

- Maintenance of the building
- Water and electricity consumptions
- Cleaning Services
- Alarm System, monitoring and response
- Security services (guards)

Meanwhile the following items were covered by the Municipality of Swakopmund

- Lockable cabinets for staff
- Chairs
- Circulation Desk
- Tables
- Computer tables
- Office furniture
- Shelving

Ministry of Education, Arts and Culture

The Ministry of Education, Arts and Culture being the custodian of all libraries shall manage the Mondesa community library. In addition, the Ministry shall bear costs in relation to:

- Library Personnel
- Security System (Entrance gate)
- Books

DURATION OF AGREEMENT

The agreement shall be for a period of five (5) years from **01/10/2026** to **31/05/2029**, subject to a review and evaluation of the agreement.

IMPROVEMENTS AND COLLABORATION

Both parties undertake to collaborate in areas of research and projects implementation as might be identified from time to time. Any improvements or changes, or any other work on the library shall be mutually agreed upon by the two parties.

JURISDICTION

Disputes arising under this Agreement or related to the performances of obligations under this Agreement shall be resolved in the following manner; Either party shall give notice to the other party of its determination that the other party has failed to comply with its obligations under this Agreement. This notice will then ultimately lead to a mutual agreed solution.

Should the parties not find an amicable solution based on the point above, the parties agree to first find an arbitrator to mediate before approach the court of law.

This Agreement shall be governed by the rule of law of the State of Namibia, and the parties hereto agree to the jurisdiction of the Magistrate's Court of the district of Swakopmund for any claim or legal dispute arising from this agreement.

ENDORSEMENT

THUS DONE AND SIGNED at SWAKOPMUND this day of 20 in the presence of the subscribing witnesses.

AS WITNESSES;**ON BEHALF OF THE OWNER**

1.

CHAIRPERSON OF THE
MANAGEMENT COMMITTEE

2.

CHIEF EXECUTIVE OFFICER

THUS DONE AND SIGNED at SWAKOPMUND this day of 20 ... in the presence of the subscribing witnesses.

AS WITNESSES:**ON BEHALF OF THE CUSTODIAN**

1.

2.

ERONGO REGIONAL DIRECTOR

11.1.3 **REQUEST TO RESERVE A CORNER IN THE SWAKOPMUND CEMETERY**
(C/M 2026/10/01 - 15/2/6/2/1)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 7.3 page 37 refers.

A. This item was submitted to the Management Committee for consideration:

1. INTRODUCTION:

This submission seeks the consideration of the Management Committee regarding a request received from the Local Spiritual Assembly of the Bahá'ís (hereto referred to as LSAB) of Swakopmund for the reservation of a designated corner within the Swakopmund Cemetery for the burial of members of the Bahá'í Faith (***Annexure A***). The submission further seeks to facilitate engagement between the Committee and the Assembly's delegation, which has confirmed its attendance at the Management Committee meeting scheduled for **10 September 2026** to present and discuss the request.

2. BACKGROUND:

The Local Spiritual Assembly of the Bahá'ís of Swakopmund submitted a request to the Municipality of Swakopmund for the reservation of a dedicated section within the Swakopmund Cemetery for use by members of the Bahá'í community. Council on **05 March 2026** under item **15/2/6/2/1** resolved as follows:

- (a) *That the local spiritual assembly of the Bahá'í community be advised to book for the desired space.*
- (b) *That Council does not approve segregation of burial sites on grounds of religion.*

Following consideration of the matter, the Municipality communicated with the Assembly regarding its request through correspondence dated **22 May 2026**.

In a letter dated **19 August 2026**, the LSAB expressed appreciation for the constructive consultations that had taken place regarding their request. The LSAB also requested to present their proposal to the to provide further information and engage with members of the Committee on the matter.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) **That Council takes note of the presentation by the Local Spiritual Assembly of the Bahá'ís, regarding the request to reserve a corner in the Swakopmund Cemetery.**
- (b) **That approval be granted to reserve 50 spaces in the Swakopmund Cemetery for the local spiritual assembly of the Bahá'ís.**

ANNEXURE A**LOCAL SPIRITUAL ASSEMBLY OF THE BAHÁ'IS OF SWAKOPMUND**P.O. Box 8515, Swakopmund, Namibia; Email: swakopmundisa@gmail.com

Municipality of Swakopmund
The Chief Executive Officer
P O Box 53
Swakopmund

(through personal assistant)

Cc: Annalize Swart (PA to CEO)

aswart@swkmun.com.na

M. Uwites

muwites@swkmun.com.na

T. Shiningombwa

tshiningombwa@swkmun.com.na

19 August 2026

SUBJECT: REQUEST TO RESERVE A CORNER IN THE SWAKOPMUND CEMETERY

Dear Mr. Benjamin,

The Local Spiritual Assembly of the Bahá'ís of Swakopmund was pleased to hear of the constructive consultation held regarding its request to reserve a corner in the Swakopmund Cemetery. The Assembly is grateful for the careful consideration being given to this matter.

With reference to Mrs. Uwites' letter dated 22 May 2026, the Assembly hereby reconfirms that a delegation will attend the Management Committee meeting on 10 September 2026.

We would be grateful if your Office could advise at what time the delegation should present itself before the Management Committee.

Sincerely,



Jean-Pierre Mongellaz, Chairperson

Members: Martin Amedick, Nouroddin Azadeh, Shahin Azadeh, Sincere Ghiassi-Razavi, Olia Lopez-Ghiassi-Razavi, Yasmine Hanah Lothi, Petrus Mashika, Bahiyyih Mongellaz, Jean-Pierre Mongellaz

11.1.4

PLACEMENT OF STORAGE CONTAINERS AT DANIEL KAMHO HAWKERS SITE
(C/M 2026/10/01 - 14/1/3/1)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 7.4 page 39 refers.

A. This item was submitted to the Management Committee for consideration:

Introduction

This submission seeks Council's approval to repeal the Council Resolution of 25 November 2021, under item 11.1.26, which approved the placement of storage containers at Daniel Kamho Market site.

Background

Council on 25 November 2021, while discussing the related matter under item 11.1.26 resolved as follows:

- (a) *That Council approves the placement of 16m x 3m storage containers at Daniel Kamho Hawkers site at the tenant costs.*
- (b) *That these storage facilities may not be used for any purposes other than for the storage of goods for sale at market site.*
- (c) *That Economic Development Services Department ensures that such storage facilities do not become an eye sore to members of the public and are placed in a manner that does not obstruct the view of motorists utilizing the parking area.*
- (d) *That Council reserves the right to cancel this approval upon receiving complaints regarding the improper and unbecoming behaviours or business activities at these storage facilities.*

Following Council resolution, the Economic Development Services (EDS) informed the respective applicants of the Council's decision and conditions attached hereto through written letters (**Annexure "A"**). The decision followed several requests from applicants seeking permission to place storage facilities at the market site for the storage and sale of firewood and fruit trees. Subsequently, three (3) storage containers were placed at the hawkers trading site along the Daniel Kamho Avenue.

Proposal

There are three (3) storage containers placed at the hawkers trading site along Daniel Kamho Avenue. The containers have been abandoned and have become dilapidated and utilised as a makeshift accommodation by homeless people as evidenced by the pictures attached (**Annexure "B"**).

Following an investigation, EDS established that the approved tenants are no longer utilising the containers for their intended purpose and have in fact abandoned them. As a result, the containers, thus attracted the homeless people who use them as accommodation, which is contrary to the conditions of the Council resolution and applicable municipal regulations.

In view of a current situation, it is proposed that the owners be required to remove the containers from the site. Furthermore, any future application for the sale of

firewood and charcoal should only be approved on the condition that such goods are not stored on the site after the end of the business day.

Discussion

The tenants have failed to comply with the conditions of the Council resolution despite several engagement and site visits by EDS, followed by written correspondence addressed to them (**Annexure "C"**). To date, the containers remain abandoned, rusty and occupied by homeless people seeking shelter.

The current state demonstrates that the conditions attached to the Council resolution have not been adhered to. The containers are no longer serving their intended purpose and have instead become an eye sore, while also creating an environment that may attract undesirable activities at the market site.

EDS has made several efforts to engage the tenants and encourage them to either remove their containers or to utilise them for their approved purposes. However, these efforts have not yielded the desired results. The continued presence of the abandoned containers is therefore detrimental to the appearance, safety and proper management of the trading site.

EDS has thus submitted this item to Council to consider repealing the resolution of 25 November 2021 under item 11.1.16, which approved the placement of 16m x 3m storage containers at the Daniel Kamho market site for the storage of wood.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council consider repealing the Council resolution of 25 November 2021 under item 11.1.26 which approved the placement of 16m x 3m storage containers at Daniel Kamho Hawkers site for the storage of wood.**
 - (b) That Council approves the discontinuation of placing storage containers at the Daniel Kamho Hawkers site for trading purposes to avoid the repeating the same mistake.**
 - (c) That the sale of charcoal and firewood be approved only on conditions that it will not be kept/stored at the market site at the end of each business day.**
 - (d) That the Economic Development Services Department make sure that no firewood or charcoal are kept on the Daniel Kamho Hawkers Trading Site.**
-

**MUNICIPALITY OF SWAKOPMUND**

Ref No: 14/1/3/1

Enquiries: SA. Shikesho

(064) 410 4610
088 651 9135
63 Swakopmund
NAMIBIA
www.swkmun.com.na
sshikesho@swkmun.com.na

08 December 2021

Anejay Construction & Renovation CC
P O Box 90380
Swakopmund

Attention Mr. Diergaardt

PLACEMENT OF STORAGE CONTAINERS AT DANIEL KAMHO HAWKERS SITE FOR THE PURPOSE OF STORING CHARCOAL AND WOOD

The above subject matter bears reference.

It is our pleasure to inform you that, Council on 25 November 2021, under item 11.1.16, resolved the following:

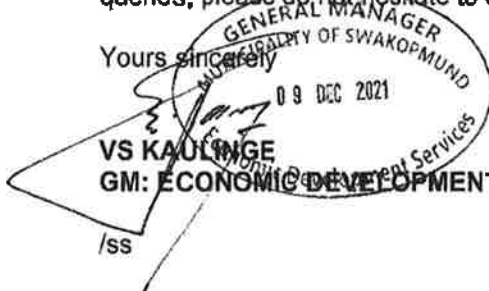
- (a) That Council approves the placement of 6m x 3m storage containers at Daniel Kamho Hawkers site at the tenants own costs.
- (b) That these storage facilities may not be used for any purposes other than for the storage of goods for sale at market site.
- (c) That the Economic Development Services Department ensures that such storage facilities do not become an eye sore to members of the public and are placed in a manner that does not obstruct the view of motorists utilizing the parking area.
- (d) That Council reserves the right to cancel this approval upon receiving complaints regarding the improper and unbecoming behaviours or business activities at these storage facilities.

We hope that you will find the above to be in order and should you have any queries, please do not hesitate to contact us at the above listed contact details.

Yours sincerely

VS KAULINGE
GM: ECONOMIC DEVELOPMENT SERVICES

/ss



ANNEXURE "B"




SWAKOPMUND
The Centre of Adventure

Ref No: +264 64 410 4111 | swakmun@swakmun.com.na | P O Box 53, Swakopmund, Namibia

Enquiries: SA. Shikaho **13 Jun 2025**

Ms. Katrina Tjipo
 P O Box 501
 Swakopmund
 Dear Madam

PLACEMENT OF STORAGE CONTAINERS AT DANIEL KAMHO HAWKERS SITE

It has come to our attention that you have not been utilizing the site allocated to you at the above mentioned market and that you have left your storage container unattended for some times. This is a contravention with the Council Resolution, C/M2021/11/23 Item Number 11.1.16, which resolved as follows:

- (a) That the Economic Development Services Department ensures that such storage facilities do not become an eye sore to members of the public and are placed in a manner that does not obstruct the view of motorists utilizing the parking area.
- (b) That Council reserves the right to cancel this approval upon receiving complaints regarding the improper and unbecoming behaviours or business activities at these storage facilities.

We have unfortunately noticed that the container is under a deplorable condition and that it is now used as a shelter by homeless people.

As per point (b) above, we therefore have to instruct you to remove the facility from the site as a matter of urgency to avoid further actions from the Council.

Your cooperation in this regard will be highly appreciated.

Yours sincerely

VS KAUEINGE
GM: ECONOMIC DEVELOPMENT SERVICES





11.1.5

HW INVESTMENT (PTY) LTD REQUEST FOR AN EXTENSION OF TIME TO DEVELOP ERF 4679, MONDESA

(C/M 2026/10/01 - M 4679)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **7.5** page **44** refers.

A. This item was submitted to the Management Committee for consideration:**1. Introduction**

The purpose of this submission is to obtain Council's approval to extend the period for the commencement of the development of Erf 4679, Extension 13, Mondesa until such time as Council has completed the provision of municipal services to Extension 13.

Council received the attached email (**Annexure "A"**) from Ms Carolina Woermann of HW Investments (Pty) Ltd, requesting an extension of the period within which to commence development of Erf 4679, Extension 13, Mondesa. The request is based on the fact that Council has not yet provided the necessary municipal services to Extension 13, Mondesa hampering or delaying the purchaser from making the required internal service connections and proceeding with the development.

2. Background

On **23 February 2017**, Council approved the application of HW Investment (Pty) Ltd (previous known as Woermann Brock & Co (Swakopmund) (Pty) Ltd) for the purchasing of a portion of Block 23, Mondesa (now registered as part of Extension 13, Mondesa). Based on the approved Surveyor General plan for Extension 13, Erf 4679, Mondesa measures 11 343m².

Erf 4679, Mondesa is not serviced although Council approved the sale to HW Investment (Pty) Ltd (hereinafter referred to as "HWI") for them to develop a shopping centre and a Day Care Centre. On **27 September 2020**, the Honourable Minister of Urban and Rural Development granted approval for Council to proceed with the sale of the property. The purchaser subsequently paid the full purchase price of N\$ 4,537,200.00 (excluding 15% VAT), and ownership of the property was transferred to HWI on **9 August 2021**.

Provision from the deed of sale:

"Clause 6.6.5 of the Deed of Sale stipulates that: The purchaser is required to complete the development of the property within twenty-four (24) months from the date of transfer. The Purchaser shall not be regarded as having completed the development of the Property, unless and until each of the Seller and Erongo Red have issued a compliance certificate under the hand of the General Manager: Engineering Services (in the case of the Seller) and the incumbent official of Erongo Red, certifying that the development of the Property has been completed to their satisfaction".

The contractual period for the development of Erf 4679, Mondesa expired on **8 August 2023**.

On several occasions, HWI was reminded of its contractual obligation to commence development within the prescribed period. However, on

28 January 2026, Mr Woermann, representing HWI, met with the Manager: Corporate Services to discuss the delay in commencing the development.

During the meeting, Mr Woermann explained that they required municipal infrastructure has not yet been installed in Extension 13, Mondesa. As a result, they are unable to make the necessary service connections to their erf, which has prevented the commencement of the development. As per **Annexure "B"**, the Engineering Services, Urban Development and Environmental Management was requested to apply for budgetary provision to service Extension 13, Mondesa.

HWI is currently paying rates and taxes since 2021 when they acquired ownership. No request has been received from them for the exemption of paying rates and taxes. Attached **Annexure "C"** the account statement of June 2026 indicating that their account is paid to date.

3. Discussion

In 2017, Council sold Erf 4679, Mondesa, Extension 13 zoned "General Business" to HWI. The sale was subject to the condition that the purchaser commence and complete the development within **24 months** from the date of transfer of the property.

To date, Council has not yet provided the required municipal services to Extension 13, Mondesa. Consequently, HWI has been unable to make the necessary service connections to the erf and commence with the development.

HWI has now submitted an application requesting Council to grant an extension of time to commence the development until Council has completed the installation of the bulk municipal services to Extension 13 in which Erf 4679, Mondesa is located.

The servicing of Extension 13 will facilitate the development of Erf 4679 and enable Council to proceed with the sale and development of the remaining business erven within the extension.

On **30 July 2020**, under Item **11.1.1.4**, Council resolved that the remaining business erven in Extension 13, Mondesa would be sold by closed bid sale once the extension had been serviced. The relevant resolution is quoted below:

"(a) That Council takes note of the applications received for erven located in Extension 13, Mondesa; listed under point 2 in the submission.

(b) That preference be given to the following applicants for developments because they were kept in abeyance:

- Omukumo Development Group Pty Ltd (Mr Sonny L Ndalumbumo)
- Mafikeng Investments (Mr Ernest Lisho)
- Dolphin Development Group (Mr L Kisting)
- PS HSE Consulting (Precious Gowases)¹ *¹Council Resolution 25 March 2021, item 11.1.4 (point d)

¹ Council Resolution 25 March 2021, item 11.1.4

- (c) That Council approves the sale of the newly created erven by public closed bid sale once Extension 13, Mondesa is serviced and an upset price can be determined.

Once serviced, the sale of these erven will generate much needed revenue and create sought after business erven for this area which will create job opportunities and support local economic development. The GM: EUDEM was requested by Corporate Services, HC & ICT as per memo attached **Annexure "B"** to make provisional budget for the installation of services to enable the sale of business erven. To date no budgetary provisional has been made for bulk services of Extension 13.

Accordingly, the need to service Extension 13 has now raised by the purchaser of Erf 4679, Mondesa hence is therefore proposed the installation of services for Extension 13 be included in the budget of 2027/2028.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council makes budgetary in the 2027/2028 financial year for the installation of services to the Extension 13, Mondesa.
- (b) That HW Investments (PTY) Ltd be granted extension of time of 24 months to commence and complete the development of Erf 4679, Mondesa from the date of completion of the services to Extension 13, Mondesa.
- (c) That an addendum to the agreement be compiled to affect the amendments above.
-

(d) That Council approves the sale of Erven 8440 and 8441, Extension 31 to PS HSE Consulting and Trading Enterprises CC in exchange for relinquishing the claim for an erf in Extension 13, Mondesa (Council resolution passed on 30 July 2020 under item 11.1.4).

ANNEXURE "A"

Margaret Sheehama

From: Carolina Woermann <carolina@wbswakop.com>
Sent: Friday, 13 February 2026 12:29
To: Andre Plaatjie
Cc: Margaret Sheehama
Subject: Follow-up on Meeting Reference M4679

You don't often get email from carolina@wbswakop.com. [Learn why this is important](#)

Dear Mr. Plaatjies,

Thank you for meeting with us this morning in discussion of the letter with reference number M4679.

As discussed, our current commitment and focus remain with ERF 7067 and ERF 7068. With regard to ERF 4679, we note that there are presently no services available. In light of this, we kindly request to be exempt from our current obligations and to push back the associated timeline until such services are provided.

We would appreciate being informed should services be added to ERF 4679, so that we may consider shifting our focus accordingly.

Thank you for your understanding and cooperation.

Best regards,
Carolina

Kind Regards,

Carolina Woermann

Properties



carolina@wbswakop.com

www.yourwoermann.com



Caroline M. @wbswakop.com

Margaret Sheehama

From: Margaret Sheehama
Sent: Wednesday, 28 January 2026 14:47
To: 'iwoermann@wbswakop.com'; 'wbproperties@wbswakop.com'
Cc: Stephny Bruwer; Andre Plaatjie; Emilia Nakale; Mahne Kruger
Subject: RE: Development of Erf 4679, Mondesa
Attachments: 27- Reminder HW Investments -Development of Erf 4679. Extension 13 Mondesa.pdf

Good afternoon Mr Ingo,

Please find attached our letter for your attention. Kindly acknowledge receipt of this letter. The hard copy of this letter is posted.

Kind regards,
 Margaret Sheehama | Property Officer | Corporate Services, Human Capital & ICT | +264 64 410 4213

From: Margaret Sheehama
Sent: Wednesday, 22 March 2023 10:49 AM
To: iwoermann@wbswakop.com; wbproperties@wbswakop.com
Cc: Stephny Bruwer <sbruwer@swkmun.com.na>; Andre Plaatjie <aplaatjie@swkmun.com.na>; Emilia Nakale <enakale@swkmun.com.na>
Subject: FW: Development of Erf 4679, Mondesa

Dear Mr Ingo

We would like to make a follow up on the development of Erf 4679, Mondesa.

As per our letter attached you we requested to provide a timeline but until now nothing was received from you.

Please take note that in terms of the sale agreement signed between you and Council, the erf must be developed by 08 August 2023 failing Council will enforce the condition of the agreement.

Kindly share with this office to when you will commence with the development.

Thank you and Regards

Margaret

From: Margaret Sheehama <msheehama@swkmun.com.na>
Sent: Thursday, 28 July 2022 04:43 PM
To: iwoermann@wbswakop.com; wbproperties@wbswakop.com
Cc: Stephny Bruwer <sbruwer@swkmun.com.na>
Subject: Development of Erf 4679, Mondesa

Dear Mr Ingo

Attached a letter for your attention.



+264 64 410 4111 | swakmun@swakmun.com.na | P O Box 53, Swakopmund, Namibia

Ref No: **M 4679**
Enquiries: **Ms M Sheehama**

21 April 2026

HW Investments (Pty) Ltd
P O Box 12
SWAKOPMUND
13001

wproperties@wbswakop.com / woermann@wbswakop.com

Dear Sir

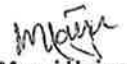
DEVELOPMENT OF ERF 4679, EXTENSION 13, MONDESA

I acknowledge receipt of your e-mail dated **13 February 2026**; the content whereof is noted.

Your application will be submitted to Council for consideration. You will be informed accordingly once a decision has been taken.

Should you have any further enquiries, please do not hesitate to contact Ms M Sheehama at ☎ 064-4104213.

Yours faithfully,


Mpsai Haingura

GM: Corporate Services, HC & ICT

/ms

Copy: GM: Engineering Services



ANNEXURE "B"



Municipality of Swakopmund

P.O. Box 53, Swakopmund
Tel (064) 410 4111 Fax (088) 651 9141
ACCOUNT ENQUIRIES FAX: 0886528144 / E-MAIL: enquiries@swkmun.com.na

HW INVESTMENTS (PTY) LTD
P O BOX 12
SWAKOPMUND
13001

TAX Invoice

VAT No. 0887546-01-5
Statement Date 2026/07/23
Account Number 70467900019
Reference 20260724-27578
Deposit

Details/Meter Readings			Date	Description	Vat %	Vat charge	Amount (VAT excl)	Amount (VAT incl)
Previous	Present	Consumption						
			06/23	BALANCE R/PWD		0.00	3442.98	3442.98
			07/23	000018 RECEIPT		0.00	3442.98	3442.98
			07/23	VA WATER GENERAL	M&S	0.00	2657.49	2657.49
			07/23	SE AVAILABILITY BUS	15%	33.85	233.52	267.15
			07/23	SE AVAILABILITY BUS	15%	15.95	112.99	127.94
			07/23	SD FIRE BRIGADE SERV - BUS	15%	3.04	20.36	23.40
			07/23	DISPOSAL FEES BUS	15%	36.44	245.42	281.46
			07/23	SD CLEANING SERVICE BUS	15%	2.36	15.64	18.00
			07/23	WA AVAILABILITY BUS	15%	14.66	97.88	112.54
Meter Readings Dates								
Previous		Current						
			Total			107.95	3377.40	3485.35

Arranged	Handed Over	90 Days Plus	60 Days	30 Days	Current	Amount Due
0.00	0.00	0.00	0.00	0.00	3485.30	3485.30

MESSAGE

PLEASE NOTE: THE ACCOUNTS ARE PAYABLE ON OR BEFORE 07 AUGUST 2026 TO AVOID THE DISCONNECTION OF WATER SUPPLY.

Property Information				Details of Property Assessment	
Stand No.	00004679	Ward	t	Valuation	
Township	001 070 MONDESA			Land	Improvements
Street Address				2042000.00	
Portion	00000			Building Clause	
Area	11343			Valuation	Date
Unit	001/070/00004679/00000/00000000			Annual Levy	

KINDLY TEAR OFF AND RETURN WITH PAYMENT



Swakopmund Municipality
P.O. Box 53
Swakopmund

Name	Due Date	2026/08/07
HW INVESTMENTS (PTY)	Account No.	70467900019
REMITTANCE ADVICE	Amount	3485.30

Bank Details: FNB, Swakopmund
Account Number: 62249603300 * Branch Code: 280 472
Fax No for confirmation: 0886519140
E-Mail for confirmation: payments@swkmun.com.na



+264 61 410 4200

info@swakmun.com.na

P.O. Box 53, Swakopmund, Namibia

Internal Memorandum

TO : GM: Engineering & Planning Services
FROM : GM: Corporate Service & Human Capital (Acting)
COPY : GM: Finance
DATE : 03 November 2025
Erf 4520, S; Erf Re 5360, Swk; Erf 1023, S; Mondesa Ref File: 17/14/2/1/14 ; 17/14/2/1/11 (small holdings)
Matutura Extension 2: 520, 523, 524, 525, 526, 527, 528, 529, 530, 531 & 532
Matutura Extension 1: 476, 499, 500, 501, 502, 503
REF NO : Matutura Extension 6: 1444 & 1445
Matutura Extension 13: Erven 2747 and 2748
Erf 10955, S (Swakop River Plots)
Erf 10964, S (Swakop River plots)
SUBJECT : LISTING FOR BUDGETARY CONSIDERATION FOR 2026/27

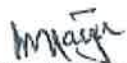
The abovementioned and our e-mails dated 09 May 2024 and 31 January 2025 and interoffice memorandum dated 03 August 2025, refer.

Listed below are various erven and or portions of land which are not yet serviced or connected to services or subdivided, please consider including such in your 2026/27 budget application:

1	Subdivision and Services Installation to Erf 4520, Swakopmund	Annexure "A"
2	Services Installation to the erven created by the Subdivision of the Remainder of Erf 5360, Swakopmund	Annexure "B"
3	Extension 13, Mondesa - Services Installation (various business erven)	Annexure "C"
4	Re-Design of Erven zoned "Business" located in Extension 2, Matutura	Annexure "D"
5	Provision of Services to 6 Erven zoned "Single Residential" located in Extension 1, Matutura	Annexure "E"
6	Installation of Internal Services to the subdivisions of Erven 1444 and 1445, Matutura (allocation to savings groups vs closed bid sale at profit)	Annexure "F"
7	Services Installation to Extension 13, Matutura (township development for 40/40 builders)	Annexure "G"
8	Unused Parking located on the corner of Theo-Ben Gurirab and Moses //Garoeb Streets (Remainder of Erf 1023, Swakopmund)	Annexure "H"
9	Services Installation to Remaining Small Holdings	Annexure "I"
10	Scheunemann Erven / River Plots	Annexure "J"

For ease of reference, Council resolutions, maps and comments are included in the annexures.

For any enquiries, please contact Ms S Bruwer at the Property Section.


Mpsai Haingura
General Manager: Corporate Services & HC

/s/



Annexure "C"

3. Extension 13, Mondesa**3.1 Comments**

- Council sold Erf 4679 to HW Investment (WB&Co) and the development is not yet commenced with.
- On **06 February 2025** Council sold 4 erven zoned "business" located on the eastern boundary of Extension 13, Mondesa.
- Council sold 3 erven zoned "local business" located in Extension 6, Matutura on **29 August 2025**. Although previous erven zoned "local business" sold in Extension 6, Matutura are not yet developed, 44 bidders registered for the 3 erven on offer.

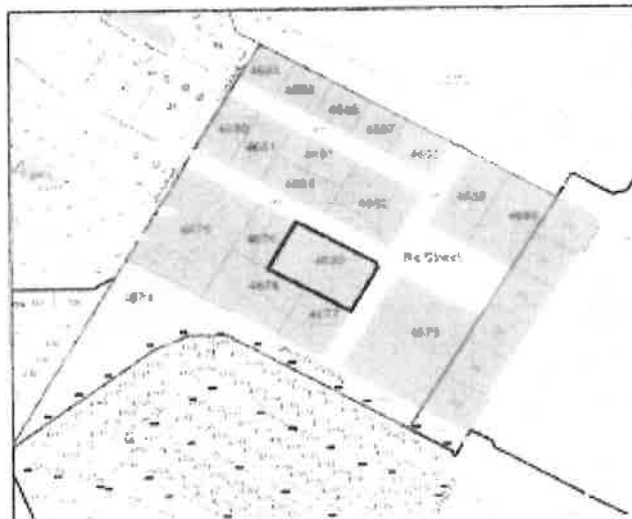
3.2 Council Resolutions**11.1.4 EXTENSION 13, MONDESA: FUTURE SALE OF ERVEN**

(C/M 2020/07/30)

M 4674, M 4675, M 4676, M 4677, M 4678, M 4679, M 4680, M 4681, M 4682, M 4683, M 4684, M 4685, M 4686, M 4687, M 4688, M 4689, M 4690, M 4691

RESOLVED:

- (a) That Council takes note of the applications received for erven located in Extension 13, Mondesa; listed under point 2 in the submission.
- (b) That preference be given to the following applicants for developments because they were kept in abeyance:
- Omukumo Development Group Pty Ltd (Mr Sonny L Ndakumbano)
 - Mafikeng Investments (Mr Ernest Lisho)
 - Dolphin Development Group (Mr L Kisting)
 - PS HSE Consulting (Precious Gowases) (RELINQUISHED - CNL OF 25 MARCH 2021, ITEM 11.1.4 (d)).
- (c) That Council approves the sale of the newly created erven by public closed bid sale ~~2025~~ Extension 13, Mondesa is serviced and an upset price can be determined.

3.3 Map

**M 4674, M 4675, M 4676, M 4677, M 4678, M 4679, M 4680, M 4681, M 4682,
M 4683, M 4684, M 4685, M 4686, M 4687, M 4688, M 4689**

**Feedback from Engineering & Planning Services
regarding progress of installation of Services**

From: Clarence McClune <cmcclune@swkmun.com.na>

Sent: Monday, May 13, 2024 9:00 AM

To: Stephny Bruwer <sbruwer@swkmun.com.na>

Cc: Andre Plaatjie <aplaatjie@swkmun.com.na>

Subject: RE: Progress in Services Installation to Extension 13, Mondesa (previously known as Block 23)

Dear Stephny,

There is no progress as every time that I raise the need to service this extension that the response is there is no need to service this extension.

Regards,

Clarence McClune | General Manager: Engineering & Planning Services | Engineering & Planning Services | +264 64 410 4401

Ms N Gustaf (Property Officer)

Please be reminded that once this item is resubmitted (item 11.1.4 of 30 July 2020) – PS HSE relinquished their application in favour of two other erven located in extension 31, Swakopmund – Council decision of 25 March 2021 under item 11.1.14:

"(d) That Council approves the sale of Erven 8440 and 8441, Extension 31 to PS HSE Consulting and Trading Enterprises CC in exchange for relinquishing the claim for an erf in Extension 13, Mondesa (Council resolution passed on 30 July 2020 under item 11.1.4)."

**M 4674, M 4675, M 4676, M 4677, M 4678, M 4679, M 4680, M 4681, M 4682,
M 4683, M 4684, M 4685, M 4686, M 4687, M 4688, M 4689**

Enquiry on Progress on Installation of Services to Extension 13, Mondesa

From: Stephny Bruwer

Sent: Thursday, May 9, 2024 1:38 PM

To: Clarence McClune <cmccune@swkmun.com.na>

Cc: Andre Plaatjie <aplaatjie@swkmun.com.na>

Subject: Progress in Services Installation to Extension 13, Mondesa (previously known as Block 23)

Good Morning Mr C McClune

In order to plan the future sale of the business erven located in Extension 13, Mondesa, please confirm the status / progress of the installation of services. The information is required to resubmit the item below:

11.1.4

EXTENSION 13, MONDESA: FUTURE SALE OF ERVEN

(C/M 2020/07/30 - M 4674, M 4675, M 4676, M 4677, M 4678, M 4679, M 4680, M 4681, M 4682, M 4683, M 4684, M 4685, M 4686, M 4687, M 4688, M 4689, H 4/6/13)

RESOLVED:

- (a) That Council takes note of the applications received for erven located in Extension 13, Mondesa; listed under point 2 in the submission.
- (b) That preference be given to the following applicants for developments because they were kept in abeyance:
 - Omukumo Development Group Pty Ltd (Mr Sonny L Ndolumbumo)
 - Mafikeng Investments (Mr Ernest Lisha)
 - Dolphin Development Group (Mr L Kisting)
 - PS HSE Consulting (Precious Gwases)
- (c) That Council approves the sale of the newly created erven by public closed bid sale once Extension 13, Mondesa is serviced and an upset price can be determined.

Map for ease of reference:



Thank you

ANNEXURE "D"

DRC Property Group (Pty) Ltd

**HW Investment (Pty) Ltd**

11.1.6 **NOTIFICATION OF APPROVED BUDGET FOR THE 2026 / 2027 FINANCIAL YEAR**

(C/M 2026/10/01 - 3/1/1/1/1; 3/1/1/2/1)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 7.6 page 56 refers.

A. This item was submitted to the Management Committee for consideration:

1. PURPOSE

The purpose of this submission is to formally inform Council of the approval of the 2026 / 2027 Budget, as communicated in the official letter from the Ministry of Urban and Rural Development, attached for ease of reference. **(Annexure 1)**

Resultantly, the communique highlights the approved amounts, statutory references, and all key conditions and requirements set by the Ministry.

2. BACKGROUND

Budget was approved subject to the below conditions and requirements.

- 2.1. **Personnel Costs:** Must be restricted to 40% of total operating costs.
- 2.2. **Capital Projects:** Only projects with secured or approved funding may be implemented.
- 2.3. No expenditure should be incurred on projects without confirmed funding.
- 2.4. **Salary Increases and Bonuses:** The proposed 0.5% and 4.5% increases and bonuses for staff are not approved for 2026 / 2027. Any requests in the future must meet strict financial sustainability criteria.
- 2.5. **Motor Vehicle Allowances:** The proposed 5% increase for Management is not approved.
- 2.6. **Grants, Donations, and Bursaries:** Require prior written approval from the Minister as per Section 30(1)(z)(ii) of the Act.
- 2.7. **Cost Control:** Entertainment, travel, and related expenses must be minimized due to reduced economic activity and income.
- 2.8. **Statutory Levy:** The 5% levy of rates and taxes must be paid to the Erongo Regional Council as per Section 77(1) of the Act.
- 2.9. **Capital Project Implementation:** All approved capital projects must be implemented within the budgeted period, with quarterly reports submitted to the Ministry. Any delays must be reported with explanations.

Council is urged to ensure strict compliance with all the above conditions to maintain financial sustainability and accountability.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council takes note of the approved Budget and the following attached conditions and mandates for the administration to implement the Budget in strict accordance with the Ministry's Directives:
- (i) **Personnel Costs:** Must be restricted to 40% of total operating costs.
 - (ii) **Capital Projects:** Only projects with secured or approved funding may be implemented.
 - (iii) **No expenditure should be incurred on projects without confirmed funding.**
 - (iv) **Salary Increases and Bonuses:** The proposed 0.5% and 4.5% increases and bonuses for staff are not approved for 2026 / 2027. Any requests in the future must meet strict financial sustainability criteria.
 - (v) **Motor Vehicle Allowances:** The proposed 5% increase for Management is not approved.
 - (vi) **Grants, Donations, and Bursaries:** Require prior written approval from the Minister as per Section 30(1)(z)(ii) of the Act.
 - (vii) **Cost Control:** Entertainment, travel, and related expenses must be minimized due to reduced economic activity and income.
 - (viii) **Statutory Levy:** The 5% levy of rates and taxes must be paid to the Erongo Regional Council as per Section 77(1) of the Act.
 - (ix) **Capital Project Implementation:** All approved capital projects must be implemented within the budgeted period, with quarterly reports submitted to the Ministry. Any delays must be reported with explanations.
- (b) That point (a)(iv) and (v) of the ministerial approval conditions related to salary increases, bonuses and motor vehicle allowances be noted.
- (c) That approval for benefits related to conditions of service for employees for Part I Municipalities are within the mandate of Council, after consultation with the Minister in terms of section 27(1)(c)(ii)(bb) of the Local Authority Act, Act 23 of 1992, as amended.
-



Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: Mr. J Tjue
Tel: (+264-61) 297-5021
Fax: (+264-61) 297-5305
E-mail: jtjue@murd.gov.na

Government Office Park
Luther Street

Private Bag 13289
Windhoek, Namibia

Our Ref: 14/1/82
Your Ref:

Mr. Alfeus Benjamin
Chief Executive Officer
Municipality of Swakopmund
P O Box 53
SWAKOPMUND
13001

Dear Mr. Benjamin,

SUBJECT: MUNICIPALITY OF SWAKOPMUND BUDGET FOR THE FISCAL YEAR 1 JULY 2026 TO 30 JUNE 2027

This letter serves to inform you that your budget is **approved** in terms of Section 83 (1) and 84 (4) of the Local Authorities Act, 1992 (Act No. 23 of 1992) as amended, and in accordance with the Council Resolution C/M 2026/05/07 taken under item (3/1/1/1/1; 3/1/1/2/1) for the fiscal year 1st July 2026 to 30th June 2027 estimated at **NS707,145,100.00**, subject to the following conditions:

1.1. The Municipality is once again urged to restrict Personnel costs to 40% of the total Operating costs to be sustainable as per the guideline threshold from the Ministry.

1.2. The Operational Budget is increased with an amount of NS2,878,100.00 which is the difference between the amount budgeted and the amounts allocated by the Road Fund Administration (RFA) for road maintenance and for traffic law enforcement as per the letters dated 10th April 2026.

1.3. The approved amount of the Capital budget is limited to NS104,000,000.00 and the Municipal Council is urged not to incur expenditure or to only implement projects with secured and/or approved funding or where actual funding is received or guaranteed and internal funds are made available to avoid litigation and public exposure resulting from non-payment of contracts where there is no secured funding.

1.4. Salary increases including bonuses of 0.5% and 4.5% across the board for staff members for the 2026/2027 Financial Year in accordance with Council's remuneration policy approved on 29th October 2020 are **not approved** in terms of the provisions of Section 27 (1) (c) (ii) (bb) of the Local Authorities Act, 1992 (Act No. 23 of 1992) as amended. Requests for consultations on salary increases for staff members should be made after a thorough consideration of the hardships which have made it difficult for most residents not being able to pay for basic goods and services, including municipal services. The residents are not in a financial position to bear and sustain such additional costs and the Council should meet the following criteria which ensures financial sustainability and justifies the salary increases, that:

All official correspondence must be addressed to the Executive Director

- a) Council demonstrates sound debt management, including honouring debts owed for utilities to Erongo RFD and Namibia Water Corporation Ltd (NamWater) alongside efficient revenue collection currently at 80% year-to-date while approximately 51% of Councils year-to-date actual collections of N\$439,882,299.00 was spend on Salaries, wages and allowances which had a year-to-date actual expenditure of N\$224,927,985.00 for the 2025/2026 financial year;
- b) Council is able to implement the salary adjustments without increasing the tariffs (rates) for your customers. The Municipal Council has increased service related tariffs with 5% for the 2026/2027 Financial Year due to prevailing economic circumstances; and
- c) Council is able to adjust salaries without compromising Capital projects which improves service delivery.

1.5. Increases of 5% in the motor vehicle allowances for the Management Cadre is **not approved** for the 2026/2027 Financial Year in terms of Section 27 (1) (c) (ii) (bb) of the Local Authorities Act, 1992 (Act No. 23 of 1992) as amended.

1.6. The Municipal Council is urged to comply with Section 30 (1) (z) (ii) of the Local Authorities Act, (Act No. 23 of 1992) as amended, which requires the prior written approval of the Minister in every particular case and subject to such conditions as he may determine if it intends to make grants and donations which include bursaries.

1.7. The Council is once again urged to avoid by all means uneconomical entertainment and traveling exercises and implement drastic measures to manage and control the limited resources of the Local Authority in order to pay for the basic services such as water and electricity as well as other development initiatives. The amounts budgeted for subsistence and traveling allowances, entertainment & refreshments, lunch for the elderly and corporate gifts must be limited with due consideration of the overall reduction in economic activities and a subsequent reduction in income of the Municipal Council.

1.8. The Council is urged to comply with the provisions of Section 77 (1) of the Local Authorities Act, (Act No. 23 of 1992) as amended by paying the 5% levy of Rates and Taxes to the Erongo Regional Council.

1.9. The Council is advised to ensure that all approved Capital projects are implemented within the budgeted period and to submit quarterly reports to the Ministry to track implementation and accountability on public funds. Should Council experience project implementation challenges, an explanation of factors causing such delays should be brought to the attention of the Ministry for us to collectively seek responsive interventions in good time.

Yours Sincerely,


DR. WILHELMINE SHIVUTE
EXECUTIVE DIRECTOR



11.1.7

APPROVAL OF A 5% INCREASE ON THE CURRENT GENERAL VALUATION ROLL (2020-2025) FOR THE DETERMINATION OF PROPERTY RATES FOR THE 2026 / 2027 FINANCIAL YEAR

(C/M 2026/10/01 - 3/6/3)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 7.7 page 60 refers.

A. This item was submitted to the Management Committee for consideration:

1. PURPOSE

The purpose of this submission is to seek Council approval for a 5% increase on the existing General Valuation Roll (2020-2025) for the determination of property rates and taxes payable by ratable properties within the Swakopmund Municipal area for the 2026 / 2027 Financial Year. That is, pending the correction, finalization and issuance of the approved General Valuation Roll for the period 2026-2030.

2. BACKGROUND

Council approved the appointment of a Valuer to undertake the general valuation of all ratable properties within the Swakopmund Municipal area for the period 2026-2030.

The General Valuation Roll was subsequently prepared, subjected to the required public inspection and objection processes, and ultimately considered and approved by the Valuation Court on **06 July 2026**.

Following a detailed review of the approved Valuation Roll by the Municipality's Administration, significant discrepancies were identified in the property ownership information when compared with the existing General Valuation Roll (2020-2025) and the Municipality's internal property records. The identified discrepancies have been formally communicated to the Valuer for verification and correction.

At the time of compiling this submission, the Municipality was awaiting the issuance of the revised and corrected General Valuation Roll for the period 2026-2030.

The valuation roll serves as the basis for the equitable levying of property rates. It is therefore essential that the valuation roll be accurate, complete and reliable before it is implemented for billing purposes.

Implementing the 2026-2030 General Valuation Roll before the identified discrepancies are corrected may result in the following:

- *Incorrect billing of property owners;*
- *Potential disputes and appeals from affected ratepayers;*
- *Administrative challenges in implementing and maintaining the valuation roll;*
- *Possible reputational and financial risks to the Municipality; and*
- *Questions regarding the fairness and credibility of the rating system.*

B. After the matter was considered, the following was:-

RECOMMENDED:

That Council approves the 5% increase in property rates and taxes Tariffs for the 2026 / 2027 Financial Year, to be applied to the existing approved General Valuation Roll (2020-2025) as an interim billing basis, pending the correction, finalization and implementation of the General Valuation Roll for the period 2026-2030:

Rates and Taxes - 2026 / 2027				
			2025 / 2026	2026 / 2027
1.1	Swakopmund Town	Site value	0.015617	0.016398
		Improvement value	0.007209	0.007569
1.2	Agricultural - Building Clause	Site Value	0.004363	0.004581
		Improvement Value	0.001768	0.001856
1.3	Agricultural - Building Clause 2	Site Value	0.004363	0.004581
		Improvement Value	0.003536	0.003713
1.4	Residential - Building Clause	Site Value	0.015617	0.016398
		Improvement Value	0.007209	0.007569
1.5	Residential - Building Clause 2	Site Value	0.015617	0.016398
		Improvement Value	0.014418	0.015139
1.6	Small Holdings	Site value	0.043704	0.045889
		Improvement value	0.008795	0.009235
1.7	Agriculture	Site value	0.004363	0.004581
		Improvement value	0.001768	0.001856

11.1.8

PRESENTATION TO SUBMIT A STRATEGIC PARTNERSHIP PROPOSAL WITH THE MUNICIPALITY

(C/M 2026/10/01 - 15/2/11/1)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 8.1 page 03 refers.

A. This item was submitted to the Management Committee for consideration:**1. Introduction**

Messrs SIDNEY HALUPE FOUNDATION seeks audience with Council to access suitable land for an establishment of a youth development and boxing centre.

2. Background

Messrs Sidney Halupe Foundation, in partnership with former WBO World Boxing Champion Harry Simon, request to establish a long-term strategic partnership. In collaboration with former WBO World Boxing Champion Harry Simon, the Foundation proposes the phased establishment of a permanent community youth development and boxing centre within Swakopmund.

3. Request

The primary objective of this submission is to request a formal audience with the Chief Executive Officer, the Mayor, the Municipal Council, and relevant technical departments to present their comprehensive concept plan and discuss a lawful, structured framework for collaboration.

The Foundation wishes to explicitly state that this request is not a petition for municipal funding or construction financing. They recognize that the Municipality carries vast public responsibilities alongside strictly limited resources. The Foundation is fully prepared to mobilize non-municipal investment—including corporate sponsorships, private donations, international grants, fundraising proceeds, and our own institutional resources—to progressively develop and operate the proposed facility.

Messrs Sidney Halupe Foundation has been invited to present at the Management Committee meeting on 10 September 2026.

B. After the matter was considered, the following was:-**RECOMMENDED:**

- (a) That the Management Committee takes note of the presentation done by Sidney Halupe Foundation.**
- (b) That the Acting General Manager for Economic Development Services should identify a suitable site / space for consideration by Council.**



PROPOSAL FOR A STRATEGIC PARTNERSHIP

AND THE ESTABLISHMENT OF THE SIDNEY HALUPE COMMUNITY YOUTH DEVELOPMENT AND BOXING CENTRE

Submitted to

The Chief Executive Officer, Mayor and Municipal Council
Municipality of Swakopmund



Sidney Halupe with Harry Simon, Youth Boxing Development Partner

BUILDING CHAMPIONS. BUILDING COMMUNITIES. BUILDING THE FUTURE.

Community Charity Boxing Festival: Saturday, 28 November 2026

Contact: foundationhalupe@gmail.com | Swakopmund, Namibia

FORMAL REQUEST FOR AN AUDIENCE

To: The Chief Executive Officer, Mayor and Honourable Members of Council
Municipality of Swakopmund
Swakopmund, Namibia

Subject: Request for an audience and a long-term strategic partnership for a community youth development and boxing centre

Dear Chief Executive Officer, Mayor and Honourable Councillors,

The Sidney Halupe Foundation respectfully requests a formal audience with the Chief Executive Officer, the Mayor, the Municipal Council and the relevant municipal departments to present this proposal and discuss a practical, long-term partnership for the establishment of the Sidney Halupe Community Youth Development and Boxing Centre in Swakopmund.

Our central request is not for municipal funding. We recognise that the Municipality has many essential responsibilities and limited resources. We therefore seek an enabling partnership: guidance on the lawful municipal land process; the opportunity to be considered for suitable land when land is publicly advertised for lease or sale; and technical cooperation on zoning, planning, servicing and approvals.

The Foundation is prepared to mobilise sponsorships, donations, grants, fundraising proceeds and its own resources to develop the facility progressively. A secure site would allow the Foundation to invest in a lasting community asset instead of repeatedly paying for temporary facilities that are costly and difficult to access.

The Foundation currently provides free coaching and mentorship to 30 registered amateur boxers from DRC, Mondesa and Tulinawa. This work continues through volunteer commitment, fundraising and direct contributions by the Foundation. A permanent home will enable us to protect, expand and professionalise these services for the wider community.

As an immediate public demonstration of this vision, the Foundation intends to host a free Community Charity Boxing Festival on Saturday, 28 November 2026. The programme will combine professional and amateur boxing, fundraising for athlete development, a free soup kitchen and community food support, and a platform for Swakopmund residents to witness local talent in person.

We respectfully ask that an audience be scheduled at the earliest practical opportunity and that relevant officials guide us on the appropriate land and partnership processes. We are ready to present the programme, discuss possible pathways and work within Council policy and the applicable public procedures. Yours faithfully,

Sidney Halupe

Founder
Sidney Halupe Foundation
foundationhalupe@gmail.com

CONTENTS

1. **Executive Summary**
2. **About the Foundation**
3. **Current Programme and Track Record**
4. **Why This Matters to Swakopmund**
5. **The Main Challenge: No Permanent Home**
6. **Our Direct Request to the Municipality**
7. **Proposed Community Youth Development and Boxing Centre**
8. **Programme Model and Community Access**
9. **Community Charity Boxing Festival - 28 November 2026**
10. **Partnership Framework**
11. **Sustainability, Governance and Safeguarding**
12. **Implementation Roadmap**
13. **Expected Community Impact**
14. **Formal Decisions Requested**
15. **Conclusion and Contact Details**

Appendix A: Research and Policy Alignment

Appendix B: Preliminary Information for Discussion

This proposal is designed as a partnership and concept document. Detailed architectural drawings, land dimensions, construction costs, event budgets and sanctioning requirements will be completed after consultation with the Municipality and qualified professionals.

1. EXECUTIVE SUMMARY

The Sidney Halupe Foundation, in partnership with former WBO World Boxing Champion Harry Simon, proposes the phased establishment of a permanent community youth development and boxing centre in Swakopmund. The centre will use boxing as the flagship activity while delivering mentorship, fitness, leadership, education support, community outreach and athlete-development programmes.

Current reach	30 registered amateur boxers: 15 from DRC, 10 from Mondesa and 5 from Tulinawa.
Current support	Free boxing coaching, mentorship, fitness development, life-skills guidance and positive role modelling.
Present limitation	Training takes place in modest temporary conditions, without a dedicated facility.
Primary request	A formal audience and a lawful pathway to access suitable land through an advertised lease or sale process, or another arrangement permitted by
	Council policy.
Financial position	The Foundation is not requesting municipal construction funding. It will mobilise sponsors, grants, donations, fundraising and its own resources.
Immediate milestone	A free Community Charity Boxing Festival on Saturday, 28 November 2026, combining professional and amateur boxing, athlete fundraising and a community soup kitchen.

The Partnership Proposition

The Municipality enables and guides. The Foundation raises resources, builds progressively, operates the programmes and reports on community impact. Together, the partners create a

permanent community asset without placing an avoidable financial burden on the Municipality.

Five-Year Vision

- Increase participation from 30 registered athletes to more than 200 active youth participants.
- Establish a safe, properly equipped and professionally managed training centre. □
Develop local coaches, volunteers, officials and youth leaders.
- Deliver regular life-skills, education, health-awareness and leadership activities.
- Host annual amateur development tournaments and responsible professional-amateur charity events.
- Create pathways to regional, national and international competition while promoting education and responsible citizenship.

2. ABOUT THE FOUNDATION

Who We Are

The Sidney Halupe Foundation is a Namibian non-profit organisation committed to empowering communities through youth development, education, entrepreneurship, mentorship, health awareness, sport and community service.

Mission

To create sustainable opportunities that improve lives, strengthen communities and inspire positive social change.

Vision

A Namibia where every young person can access opportunities that allow them to realise their full potential, regardless of background or circumstances.

Core Values

Service	Putting young people and community benefit at the centre of our work.
Discipline	Building consistency, respect, self-control and responsibility.
Integrity	Managing programmes, partnerships and resources transparently.
Inclusion	Creating opportunities across communities and backgrounds.
Partnership	Working with local government, schools, sport bodies, businesses, families and volunteers.
Sustainability	Building systems and infrastructure that can serve future generations.

Partnership with Harry Simon

Harry Simon is a former WBO World Boxing Champion and one of Namibia's respected sporting figures. Through his partnership with the Foundation, he contributes experience, technical knowledge, mentorship and credibility to the development of the next generation of boxers. His involvement reinforces that the programme is not only about competition: it is about developing confident, disciplined and responsible young people.

3. CURRENT PROGRAMME AND TRACK RECORD

Current Impact

Registered amateur boxers	30
DRC	15 athletes

Mondesa	10 athletes
Tulinawa	5 athletes
Cost to registered youth	Free coaching and mentorship
Current training base	A modest garage-based setting in Mondesa

What the Foundation Provides

- Boxing coaching and structured physical fitness
- Mentorship and positive role models
- Discipline, respect and personal accountability
- Basic life-skills development
- Opportunities to train, gain experience and pursue competition
- Community engagement and fundraising support for athlete needs

How the Work Is Sustained

The Foundation actively seeks donors and sponsors, but it also invests its own funds to keep the programme operating. Costs include equipment, transport, refreshments and nutrition, athlete welfare, event participation, communication, medical and safety needs, and venue-related expenses. Because the youth programme is free, these costs cannot simply be transferred to athletes or families.

The Proof of Commitment

The programme has continued despite limited resources and the absence of a dedicated facility. The commitment of volunteer coaches, the Foundation and the young athletes demonstrates both demand and readiness for a structured long-term programme.

4. WHY THIS MATTERS TO SWAKOPMUND

Young People Need Safe and Structured Opportunities

Young people benefit from safe spaces, trusted mentors, healthy routines and meaningful participation. In Namibia, official child-development sources highlight continuing concerns relating to poverty, unequal access to opportunity, school dropout and repetition, limited life skills, violence and vulnerability. A community-based sport and mentorship centre cannot solve these challenges alone, but it can become a practical part of a wider local response.

Why Boxing Works as a Development Platform

- It rewards discipline, consistency and respect for rules.
- It develops fitness, resilience, confidence and self-control.
- It gives coaches regular contact with young people and creates space for mentorship.
- It provides measurable progression through training, registration and competition.
- It can connect talented athletes to regional, national and professional pathways.
- It can bring families and neighbourhoods together through safe, organised events.

Challenges Facing Amateur Boxers

- Limited access to dedicated training facilities and competition-standard equipment.
- High costs for venues, transport, nutrition, accommodation, medical services and competition participation.
- Insufficient opportunities to gain supervised ring experience and showcase talent.
- Dependence on volunteers and inconsistent funding, which disrupts long-term athlete planning.

- A need for trained coaches, officials, safeguarding procedures and structured athlete records.

Alignment with the Municipality

The proposal complements the Municipality's published objectives for youth participation, socioeconomic well-being, inclusive and resilient communities, community partnerships, resource mobilisation, and sport and recreation. The Foundation is proposing to become a delivery partner that contributes programmes, volunteer expertise, fundraising and long-term community infrastructure.

5. THE MAIN CHALLENGE: NO PERMANENT HOME

The absence of a permanent site is the programme's largest structural obstacle. Temporary and commercial facilities can charge rates that are difficult for a free community programme to sustain. Repeated rental costs absorb money that could otherwise support athletes, equipment, nutrition, coaching and infrastructure.

What a Permanent Site Changes

Continuity	Reliable weekly training without uncertainty over venue availability.
Affordability	More fundraising can support athletes and assets instead of recurring rent.
Safety	Purpose-designed training, storage, ablutions, medical and emergency arrangements.
Growth	Capacity to serve more young people and run workshops throughout the year.
Credibility	A visible base that improves accountability to sponsors, partners and families.
Sustainability	A community asset that can generate limited supporting income while keeping youth services free.

A Community Asset - Not a Private Benefit

The proposed site and facility are intended to serve a defined public purpose. Registered youth from disadvantaged backgrounds will continue to access coaching and mentorship free of charge. Community access, reporting obligations, development milestones and land-use conditions can be formally recorded in any future agreement.

6. OUR DIRECT REQUEST TO THE MUNICIPALITY

The Foundation respectfully asks the Municipality to support a lawful, transparent and practical route toward a permanent site. We acknowledge the Municipality's updated land procedures, under which land intended for lease or sale is publicly advertised and unsolicited land applications are not accepted. This proposal therefore requests an audience, policy guidance and partnership - not an exemption from Council procedures.

We Respectfully Request

1. A formal audience with the CEO, Mayor, Council and relevant technical departments.
2. Guidance on suitable current or future publicly advertised land opportunities that could accommodate a community youth development and boxing facility.
3. The opportunity to participate in the applicable public lease or sale process on equal and lawful terms.

4. Consideration of tenure options permitted by Council policy, which may include a long-term lease, lease-to-purchase arrangement, sale, or another secure arrangement.
5. Technical guidance on zoning, town planning, building control, servicing, safety, accessibility and phased development.
6. A joint working relationship on youth development, sport, community outreach and the 28 November 2026 charity event.

What We Are Not Requesting

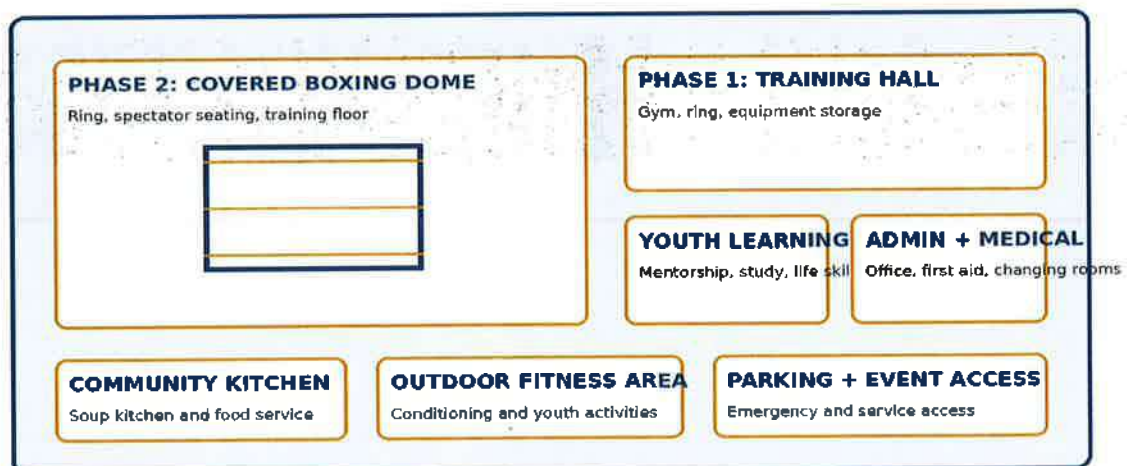
The Foundation is not requesting that the Municipality finance construction or carry the programme's operating costs.

We understand that municipal budgets must serve many competing priorities. Our request is for an enabling relationship that allows the Foundation to mobilise non-municipal investment and deliver measurable community benefit.

7. PROPOSED COMMUNITY YOUTH DEVELOPMENT AND BOXING CENTRE

The proposed centre will begin modestly and grow in phases as funding and approvals permit. Its final form will depend on the land made available, zoning, servicing, professional design and municipal requirements.

CONCEPTUAL FACILITY LAYOUT - NOT TO SCALE



Final design, land size, zoning, servicing and building approvals to be agreed with the Municipality and qualified professionals.

Conceptual layout only - final design subject to professional planning and municipal approval.

Phased Development

Phase	Indicative period	Infrastructure	Programme capacity
Phase 1	0-18 months	Secure site; fencing; basic training hall; ring; storage; ablutions; office; safe outdoor training.	Daily youth coaching, registration, fitness and mentorship.
Phase 2	18-36 months	Covered boxing dome; expanded gym; changing rooms; medical room; learning room; improved event services.	Larger youth intake, workshops, camps and regular amateur events.

Phase 3	3-5 years	Expanded academy and event capacity; administration; media; additional training and community spaces.	National camps, annual professional-amateur charity events and sustainable programmes.
8. PROGRAMME MODEL AND COMMUNITY ACCESS			
Free Amateur Boxing Development		Age-appropriate coaching, progression records, supervised sparring and competition pathways for registered youth.	
Mentorship and Life Skills		Leadership, financial literacy, health awareness, gender respect, career guidance and responsible citizenship.	
Education Support		Study support, motivational sessions, referrals and partnerships with schools and education professionals.	
Community Fitness		Sponsored or affordable fitness sessions for youth and community groups, subject to capacity.	
Coach and Official Development		Development opportunities for local coaches, volunteers, referees, judges and administrators.	
Athlete Welfare and Safeguarding		Registration, parental consent, codes of conduct, medical protocols, referral pathways and safeguarding standards.	
Events and Talent Showcases		Development tournaments and carefully managed professional-amateur charity events.	

Community Access Commitment

Registered youth athletes from disadvantaged backgrounds will continue to receive coaching and mentorship free of charge. Carefully managed supporting income - such as adult fitness programmes, venue hire, sponsorship, events and corporate wellness activities - may be used to subsidise free youth services and maintain the facility.

Inclusion

As the programme develops, the Foundation intends to broaden safe participation opportunities for girls and young women, youth with different ability levels, schools and community groups, subject to staffing, safeguarding and facility capacity.

9. COMMUNITY CHARITY BOXING FESTIVAL - 28 NOVEMBER 2026

Event	Sidney Halupe Foundation Community Charity Boxing Festival 2026
Date	Saturday, 28 November 2026
Access	Free entry for the Swakopmund community
Programme	Professional boxing, amateur development bouts, athlete showcase, community engagement and soup kitchen
Fundraising purpose	Support athlete equipment, nutrition, transport, welfare, training and competition opportunities
Venue	To be confirmed in consultation with the Municipality and relevant authorities

Purpose of the Event

- Showcase the boxing talent being developed in Swakopmund.
- Provide amateur athletes with safe, supervised experience and public recognition.
- Use professional boxing to increase attention, credibility and fundraising potential.
- Give the community a free, family-oriented day of sport and positive youth engagement.
- Operate a soup kitchen and provide free soup or meals to community members.
- Mobilise sponsors, donors and long-term supporters for the athletes and permanent centre.

How a Free Event Can Raise Funds

Community entry will remain free. Fundraising will instead rely on sponsorship packages, donations, corporate hospitality, partner contributions, pledge campaigns, approved vendor arrangements, merchandise and other lawful fundraising mechanisms. All event income and expenditure will be recorded and reported responsibly.

Municipal Cooperation Requested for the Event

- Planning coordination and guidance on permissions.
- Assistance in identifying a suitable venue or public space, subject to availability and policy.
- Coordination with relevant safety, sanitation, traffic and community-development services.
- Official participation and community mobilisation where appropriate.
- Consideration of reasonable in-kind cooperation, subject to Council policy, capacity and approval. A separate detailed event plan, professional fight card, sanctioning documentation, medical plan, security plan, insurance evidence and revised event budget will be submitted once the venue and partners are confirmed.

10. PARTNERSHIP FRAMEWORK

Proposed Role of the Municipality

- Provide procedural guidance and identify the correct land, planning and partnership channels.
- Allow the Foundation to participate in relevant advertised land opportunities in accordance with Council policy.
- Provide technical guidance on land use, zoning, servicing, building control and phased approvals.
- Nominate appropriate officials for coordination once Council supports further engagement.
- Collaborate on youth development, sport and community outreach within available mandates and resources.
- Monitor agreed community-purpose and development milestones under any future agreement.

Proposed Role of the Foundation

- Mobilise capital, sponsorship, donor and fundraising support.
- Prepare professional designs, budgets and implementation plans after a site pathway is identified.
- Develop, operate and maintain the facility responsibly.
- Deliver free youth boxing, mentorship and community programmes.
- Maintain athlete, programme, financial and asset records.
- Apply safeguarding, medical, health, safety and event-compliance standards.
- Provide regular progress and impact reports to partners.

Suggested Next Step: Joint Technical Engagement

Following the requested audience, the Foundation proposes a focused technical engagement with representatives from the CEO's office, land/property, town planning, building control, community development, sport and recreation, and the Foundation. The purpose would be to clarify the lawful pathway, identify requirements and establish realistic next actions.

11. SUSTAINABILITY, GOVERNANCE AND SAFEGUARDING**Sustainability Model**

- Corporate sponsorship and naming partnerships, subject to agreement.
- Event sponsorship and approved fundraising activities.
- Grants, donations and equipment partnerships.
- Paid adult fitness and conditioning programmes that subsidise youth access.
- Responsible venue hire and community event use.
- Volunteer, coaching and professional in-kind support.
- Phased construction that matches confirmed funding and avoids unsustainable commitments.

Governance and Accountability

- A written memorandum of understanding or development agreement.
- Clear land-use conditions, development milestones and reporting requirements.
- Transparent financial controls and sponsor reporting.
- An asset register and maintenance plan.
- Annual programme and impact reporting.
- Conflict-of-interest and procurement principles for major purchases.
- Compliance with relevant sport, event and municipal requirements.

Safeguarding and Athlete Welfare

- Age-appropriate coaching and supervision.
- Parental or guardian consent for minors.
- Codes of conduct for athletes, coaches, volunteers and visitors.
- Medical screening and ringside medical arrangements where required.
- Clear reporting and referral pathways for welfare concerns.
- Safe transport, nutrition and accommodation practices for competitions.

12. IMPLEMENTATION ROADMAP

Period	Priority actions	Expected result
August-September 2026	Submit proposal; request audience; engage relevant officials; begin event planning.	Shared understanding of the proposal and correct municipal processes.
October-November 2026	Complete event permissions, sponsorship mobilisation, safety planning and community outreach.	Compliant and properly supported charity event.
28 November 2026	Deliver free Community Charity Boxing Festival and soup kitchen.	Talent showcase, community service and athlete fundraising.
December 2026-June 2027	Follow the municipal land process; prepare concept, business and funding plans; respond to suitable advertisements.	A lawful pathway toward secure tenure and Phase 1 readiness.

2027-2028	Conclude relevant agreements and approvals; raise Phase 1 capital; commence basic development.	Permanent operating base and increased programme capacity.
2028-2031	Expand the centre, dome, learning spaces and events capacity as funding permits.	Sustainable youth development and boxing centre serving Swakopmund.

Budget Approach

A final construction budget cannot responsibly be produced before the site size, tenure, zoning, servicing requirements, professional design and phasing are confirmed. Likewise, the earlier event estimate is no longer final because the date and format have changed. The Foundation will prepare two separate budgets after consultation: (1) a detailed event budget for 28 November 2026, and (2) a phased capital and operating budget for the permanent centre.

13. EXPECTED COMMUNITY IMPACT

- More young people engaged in safe, structured and positive activities.
- Improved fitness, confidence, resilience, discipline and responsibility.
- More consistent mentorship and life-skills support.
- Reduced exposure to harmful influences through constructive routines and trusted adults.
- Pathways for talented athletes to advance in amateur and professional boxing.
- Skills development for coaches, officials, volunteers and event workers.
- Greater community pride and participation through local events and service.
- A platform for schools, businesses, sport bodies and community organisations to collaborate.
- A permanent community asset developed through shared effort and non-municipal investment.
- Promotion of Swakopmund as a centre for youth sport and boxing development.

What Success Looks Like in Five Years

Participation	More than 200 active young athletes and programme participants.
Facility	A secure, safe and functional permanent centre developed in phases.
People	A stronger network of trained local coaches, volunteers and officials.
Programmes	Regular boxing, mentorship, education, fitness and community-outreach activities.
Events	An annual amateur tournament and responsible professional-amateur charity showcase.
Partnerships	Active cooperation among the Municipality, schools, businesses, donors, sport bodies and communities.
Accountability	Reliable reporting on participation, finances, assets, safeguarding and community outcomes.

14. FORMAL DECISIONS REQUESTED

The Sidney Halupe Foundation respectfully requests that the Chief Executive Officer, Mayor and Municipal Council:

1. Grant the Foundation a formal audience to present this proposal.

2. Direct the relevant officials to brief the Foundation on the applicable land, planning and partnership processes.
3. Allow the Foundation to receive information about and participate in suitable publicly advertised municipal land opportunities in accordance with Council policy.
4. Consider a long-term strategic partnership for youth development, sport and community outreach that does not require the Municipality to finance construction.
5. Support technical engagement on the concept and phased requirements for the proposed centre.
6. Collaborate, within available mandates and resources, on the Community Charity Boxing Festival scheduled for Saturday, 28 November 2026.
7. Work toward an appropriate written partnership framework if the proposal is supported in principle.

The Foundation's Commitment

We will raise resources, develop in phases, protect the community purpose, deliver free youth services, maintain the facility and report transparently.

15. CONCLUSION

The Sidney Halupe Foundation is not asking the Municipality to carry this vision alone. We are asking for the opportunity to build it together through a respectful, lawful and long-term partnership.

A permanent site would convert temporary effort into a lasting institution. It would allow funds to build assets and support athletes instead of being consumed by repeated venue costs. It would provide young people with a reliable home for training, mentorship, learning and community service.

The charity event on 28 November 2026 will show the community what is already possible: local talent, professional and amateur boxing, fundraising for athletes, free public access and a soup kitchen that serves residents with dignity. The permanent centre will take that spirit of service and make it available throughout the year.

GREAT COMMUNITIES ARE BUILT BY THE OPPORTUNITIES THEY CREATE FOR THEIR YOUNG PEOPLE.

Together, let us build more than a boxing centre. Let us build a permanent home for discipline, hope, service, leadership and future champions.

Contact Details

Organisation	Sidney Halupe Foundation
Founder	Sidney Halupe
Youth Boxing Development Partner	Harry Simon
Email	foundationhalupe@gmail.com
Location	Swakopmund, Namibia

APPENDIX A: RESEARCH AND POLICY ALIGNMENT

The following public information was reviewed to strengthen the proposal. It does not replace municipal advice, formal land procedures or professional planning.

Municipality of Swakopmund - Youth Development Office

The office aims to improve socio-economic well-being, create an enabling environment for youth employment and increase youth participation in local economic development.

Municipality of Swakopmund - Community Development

The Municipality describes itself as a facilitator that builds relationships with local people and organisations to plan, implement and coordinate community programmes, promote inclusive and resilient communities, mobilise resources and support vulnerable groups.

Municipality of Swakopmund - Economic Development Services

The department aims to improve socio-economic services and residents' quality of life, and includes Community Development, Sport and Recreation, and Youth Development functions.

Municipality of Swakopmund - Updated Land Procedures, May 2025

Land intended for lease or sale is to be publicly advertised, and unsolicited land applications are not accepted. This proposal therefore seeks an audience, procedural guidance and the opportunity to participate in lawful advertised processes.

UNICEF Namibia - Education for Adolescents

UNICEF notes continuing dropout and repetition, unequal access, infrastructure and learning-material constraints, and the need for life skills, employability and empowerment.

UNICEF Namibia - Situation of Children

UNICEF highlights child poverty, vulnerability and the importance of equitable education, employment solutions, protection and life skills for adolescents and young adults.

UNICEF Namibia - Adolescent Development and Participation

UNICEF emphasises safe, supportive environments, skills, participation and multi-sectoral services for adolescents.

Public Web Sources

- https://swakopmun.com/index/youth_development
- https://swakopmun.com/index/community_development
- https://swakopmun.com/index/economic_development
- https://swakopmun.com/index/notices_item/16
- <https://www.unicef.org/namibia/education-adolescents>
- <https://www.unicef.org/namibia/situation-children-namibia>
- <https://www.unicef.org/namibia/our-programme-approach>

APPENDIX B: PRELIMINARY INFORMATION FOR DISCUSSION

The following items are deliberately left open for discussion and technical development. The proposal does not assume that land has been identified or approved.

Preferred area	An accessible location serving DRC, Mondesa, Tulinawa and surrounding communities.
Land size	To be determined after programme needs, zoning, parking, emergency access and phased expansion are assessed.
Tenure	Any lawful and secure option permitted by Council policy and the relevant advertised process.
Servicing	Water, sanitation, electricity, roads and stormwater requirements to be assessed with municipal officials and professionals.
Design	Concept only. Final architectural and engineering plans require professional preparation and approval.
Capital budget	To be prepared after site and design information is available.
Event budget	To be revised separately for the 28 November 2026 event after venue, fight card and compliance requirements are confirmed.

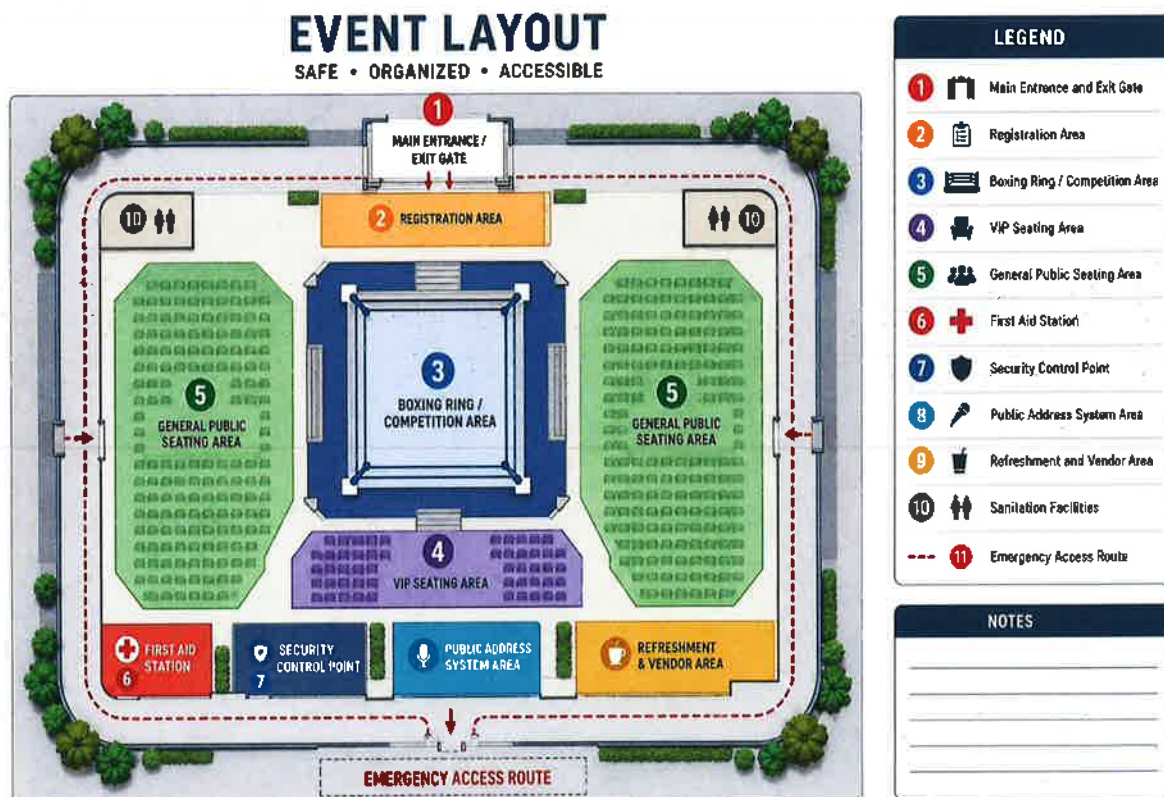
Sport approvals	Professional and amateur boxing sanctioning and technical requirements to be confirmed with the relevant authorities.
Safeguarding	Policies and procedures to be formalised before programme expansion.
Partnership agreement	Roles, reporting, access, land-use conditions, milestones and review mechanisms to be negotiated.

Prepared for submission to the Municipality of Swakopmund. Date of proposal: August 2026.

SIDNEY HALUPE FOUNDATION Strategic Partnership and Community Youth Development Proposal | Swakopmund | 2026

APPENDIX C: PRELIMINARY COMMUNITY CHARITY BOXING FESTIVAL EVENT LAYOUT

Conceptual layout for discussion purposes - final positioning, dimensions, capacity and safety arrangements are subject to venue confirmation, professional planning and approval by the relevant authorities.



Event planning note

The layout illustrates proposed functional zones including entrance/exit, registration, boxing ring, VIP and general seating, first aid, security, public address, refreshments/vendors, sanitation and emergency access. Final arrangements will be incorporated into the detailed event, medical, security and compliance plans once the venue and partners are confirmed.

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11.1.9 **ACKNOWLEDGEMENT OF LAND APPLICATION SUBMITTED BY SWAKOPMUND INBOORLINGE**
(C/M 2026/10/01 - 15/2/1/2)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.2** page **21** refers.

A. This item was submitted to the Management Committee for consideration:

1. **PURPOSE**

The purpose of this submission is to inform Council about the land application submitted by the Swakopmund Inboorlinge.

2. **INTRODUCTION AND BACKGROUND**

The Swakopmund Inboorlinge is a group of residents born in Swakopmund who have requested land from the Municipality, noting that many members are advanced in age and remain unassisted despite having previously applied for housing through the Municipality and the National Housing Enterprise (NHE).

The group submitted an initial list on **10 April 2026 (Annexure "A")** containing 160 members, followed by an amendment list on **21 April 2026** adding 36 members (**Annexure "B"**), establishing an initial count of 196 applicants. Both lists were submitted accompanied by supporting documents, including their group's application forms, ID copies, payslips, and voter registration cards.

3. **DISCUSSION**

The application forms and physical documents were captured by the Housing section. Following the removal of duplicate entries, a revised baseline of 195 applicants list was established, as attached in **Annexure "C"**.

The list was cross-referenced against the Master Waiting List, confirming that 67 applicants are currently on the waiting list, of the 67 applicants, some had applied under both the Municipality and NHE schemes, accounting for the duplicates appearing on the list attached as **Annexure "D"**. At present, Swakopmund Municipality does not have land available for allocation. Consequently, all available physical supporting documents will be transferred to the municipal archives to be properly filed for safe, permanent record-keeping.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council takes note of the land application submitted by the Swakopmund Inboorlinge (Annexure "A" and Annexure "B").
 - (b) That Council takes note that there is currently no land available for allocation for this request.
 - (c) That the physical application documents be transferred to archives for record-keeping purposes.
 - (d) That Council takes note of the 195 Swakopmund Inboorlinge applicants (Annexure "C") as the official baseline for this land application and that the same be loaded to NHIS when the facility is operational.
 - (e) That Council takes note of the 67 Swakopmund Inboorlinge members that appear on the Master Waiting list (Annexure "D").
-

ANNEXURE "A"



SWAKOPMUND INBOORLINGE
Erf 169
Cell: 081 550 1901

Received 10/4/2026
Mr. Takes K. H. H. H.

SWAKOPMUND INBOORLINGE

	NAME	SURNAME	ID NUMBER	CELLPHONE NUMBER	
1	Lazarus	Gombab	69032700375		RM
2	Ester	Gosgoes	94071500816		RM
3	Timotheus	Kamari	84091210201		RM
4	Thomas	Valao	98082500077		RM
5	Eunice	Goreses	99052600627		RM
6	Laurita	Uiras	98100900485		RM
7	Apotica	Ndahalale	05031700197		RM
8	Aili	Kamari	74061100483		RM
9	Frieda	Hangula	73050900180		RM
10	Jo-Anne	Masi	00010103422		RM
11	Werner	Selheh	87051900048		RM
12	Ashley	Stebel	96100501058		RM
13	Arday	Gosob	73090810317		RM
14	Elrico	Tjumatjo	05072600254		RM
15	Andreas	Mamwapo	05012200373		RM
16	Helan	Thomas	02012700965		RM
17	Filomon	Kandyungu	97071500029		RM
18	Michael	Milunadwa	93070400426		RM
19	Natella	Junja	68117000144		RM
20	Bastille	Kauja	88071500291		RM
21	Roberto	Bock	96092501228		RM
22	Palakona	Shikongo	72081800012		RM
23	Norman	Hainuca	91042801223		RM
24	Luenna	Goreses	84117910037		RM
25	Tuyeni M	Junja	96111900226		RM
26	Jacqueline	Mepoko	80122010124		RM
27	Sylvia	Khackas	72052100431		RM
28	Lukas	Kamwandi	85042610057		RM
29	Michael	Gaseb	88031500223		RM
30	Petrica	Mbundu	88079000297		RM
31	Simon	Nathaniel	72082600491		RM
32	Ruben	Kayele	73051210177		RM
33	Rosalia	Nghishoto	89017900147		RM
34	Elvi	Kandyungu	94030400930		RM
35	Festus	Hershona	86122300020		RM

36	Carthoon	Selbes	80120410192	RM
37	Edward	Mbari	83071910088	RM
38	Bruce	Mphahleli	81102310166	RM
39	Elizabeth	Rusberg	83031710282	RM
40	Elrike	Gases	78110400175	RM
41	Penehafo	Namakeho	69091201206	RM
42	Gervan	Ngutonus	91102900699	RM
43	Fako	Ndala	97012300014	RM
44	Fiona	Guriras	92080500759	RM
45	Africa	Brown	98021900137	RM
46	Ndinetso	Josma	82050110278	RM
47	Silvanus	Iyembo	96121201142	RM
48	Jennifer	Mutjoi	90122800446	RM
49	Martha	Nghadengwa	94122500494	RM
50	Daniel	Makshikeya	87101800467	RM
51	August	Phlander	77030810376	RM
52	Cornelia	Ipinge	93112900197	RM
53	Merceline	IGaoses	92082700623	RM
54	Rensla	Gogoses	86071800125	RM
55	Rauha A	Konstantin	84031510322	RM
56	Hench	Makambe	83122710129	RM
57	Erica	Makali	84042410917	RM
58	Liana	Mafenanye	91042500077	RM
59	Plater	Thamseb	98120600045	RM
60	Fabiola	Kapepu	85052010637	RM
61	Alma	Ellakim	72043000195	RM
62	Ndyawibe	Ipinge	65091700013	RM
63	Peneyambelo	Thomas	94050500388	RM
64	Mathias	Johannes	90121000494	RM
65	Vemuka	Kahere	80091200040	RM
66	Fabiola	Tjaveondja	87050401358	RM
67	Sostenes C N	Christian	84053010098	RM
68	Taopina	Sheehama	95050800730	RM
69	Samon	Kamara	74042000053	RM
70	Dina	Mutomo	94062300486	RM
71	Sledge	Tolvo	86082000682	RM
72	Matheus	Uugwanga	85081810053	RM
73	Sheldon	Katangolo	84030810394	RM
74	Marion	Tueuatha	70070700737	RM
75	Onesmus	Kambodi	89082500655	RM
76	Naomi	Meljav	80090310772	RM
77	Almarente	Goreses	78040510058	RM
78	Margot	Moas	76642800485	RM
79	Ndipando S	Ipinge	84070910069	RM
80	Johannes	Motinga	81030810230	RM
81	Jercline	Jonsiu	91050200810	RM
82	Elizabeth	Moses	91111501025	RM

83	Teopima	Sheehama	95050800730	RM
84	Immanuel	Gowaseb	68051000404	RM
85	Ingreth	Noabek	69010700275	RM
86	Lydon	Olmer	80061310735	RM
87	Otja	Olvier	91121500676	RM
88	Ronel	Manjara	98090500657	RM
89	Alperio	Ousab	4031100337	RM
90	Carmen	Eichas	95092600691	RM
91	Petronella	Eichas	79021100185	RM
92	Ngenokesho	Andreas	91120200172	RM
93	Magthalewa	Katambo	92022400488	RM
94	Mia	Abraham	04032100837	RM
95	Esra	Karina	74011310158	RM
96	Magneth	Seibes	67021200498	RM
97	Jonathan	Garoeb	03071100515	RM
98	Rachel	Seibes	00042200415	RM
99	Phillip	Jacobs	84012910167	RM
100	Tunaeiyambeko	Ndarapo	09510300482	RM
101	Aurora	Paulus	99063200214	RM
102	Regina	Doeses	79070200120	RM
103	Rigne	Gaweset	69082700270	RM
104	Mercia	Ousas	09406230047	RM
105	Josephine	Ikels	93032300282	RM
106	Sharaan	Kamundjendjere	82010111192	RM
107	George	Tsaraeb	71092700757	RM
108	Beta	Hikundwa	87060800131	RM
109	Emile	Kels	70062900064	RM
110	George	Gurirab	05041600497	RM
111	Bertha	Newaka	78081400028	RM
112	Kimberley	Mutumbukaa	05031700818	RM
113	Cyrilene	Haimbondi	96101600904	RM
114	Johannes	Kavendja	73040900072	RM
115	Jane	Murraganda	84052410769	RM
116	Ronel	Manjara	98090500657	RM
117	Frans	Bock	60112500226	RM
118	Thomas	Angala	91090801157	RM
119	Ladine	Awasas	64090900204	RM
120	Dwance	Awasas	86022700280	RM
121	Nicole	Beukes	92090700378	RM
122	Anonius	Bonifius	91110600569	RM
123	Petrina	Ekaser	91042900043	RM
124	Antonette	Gases	64070400060	RM
125	Rodney	Gases	85041810257	RM
126	Edlyn	Gases	97103100578	RM
127	Raymond	Goabab	98062800997	RM
128	Awna	Guriras	73011500428	RM
129	Douglas	Gurirab	01091701307	RM

130	Joice	Gartses	93032600227	RM
131	Clerencia	Gases	87041400352	RM
132	Ivonne	Garoos	82092710680	RM
133	Engreth	Gases	64041401321	RM
134	Gisela	Gases	52032200198	RM
135	Lusla	Hamakali	96050500916	RM
136	Veronika	Hamakali	75080500468	RM
137	Natango	Ipinge	86012700210	RM
138	Ignacia	Jansen	63090210111	RM
139	Kleophas	Ipinge	04092300212	RM
140	Faith	Jackson	94061600656	RM
150	Elizabeth	Kambari	92013100310	RM
151	Jewens	Kariseb	67042400283	RM
152	Urien	Knatz	80112600115	RM
153	Edwinella	Kansie	01101600551	RM
154	Ludwig	Kanguamba	68112100136	RM
155	Jimmy	Kaulinge	89060100034	RM
156	Ruben	Kavinamisa	73081300363	RM
157	Rocha	Kapepa	93101800252	RM
158	Meletsky	Desire	84051610284	RM
159	Angelus	Mpahleni	91120700124	RM
160	Lydia	Namases	66093010066	RM
161	David	Nisambu	66040500813	RM
162	Amias	Nghede	86071700159	RM
163	Edwin	Onob	87070400136	RM
164	Baby A	Shikongo	92040600035	RM
165	Tega	Shikongo	89092300039	RM
166	Augustine	Seibes	83100310225	RM
167	Calven	Seibeb	85050610095	RM
168	Harold	So-oabeh	85051110282	RM
169	Gottfriedine	Uiras	56112200414	RM
170				

161

A. H. A. B.

DOCUMENT CHECKLIST:

Membership list	☐
ID copies	☐
Voters Cards	☐
Pay slips	☐
Bank statements	☐

Received By:

Signature :

Date :

Only received list of the members, the documents still needs to be verified, to ensure complete claim of all members are received.

[Signature] 10/4/2026

10/10/2026

[Signature]



SWAKOPMUND INBOORLINGE
Erf 189
Cell 081 550 1901

**SWAKOPMUND INBOORLINGE****21 April 2026**

Swakopmund Municipality
Housing section
P O Box 53
Swakopmund

Dear Sir/Madam,

RE: AMENDMENT OF ORIGINAL SUBMISSION – UPDATED LIST OF MEMBERS

We refer to the original list of 161 members previously submitted to your office.

Kindly be informed that the original submission is hereby amended following the inclusion of an additional 36 members whose information was submitted late. The revised list therefore reflects a total of 197 members.

We kindly ask your office to accept the attached amended list as the updated submission, replacing the list we submitted earlier.

We sincerely apologize for any inconvenience caused and humbly request your understanding and consideration in this regard.

Sincerely Yours
Swakopmund-born Residents Group



SWAKOPMUND INBOORLINGE

	NAME	SURNAME	ID NUMBER	
1	Lazarus	Gaahah	69031700375	FWA
2	Esther	Gaigomas	94071500316	FWA
3	Timotheus	Kentali	84001210101	FWA
4	Thomas	Vaino	98081500077	FWA
5	Eunice	Gaigoma	99051600627	FWA
6	Leetitia	Uria	98100900489	FWA
7	Gaetia	Ndabalele	05031700197	FWA
8	Ali	Kentali	74061100483	FWA
9	Frieda	Hangula	73060900180	FWA
10	Ju-Anne	Matsi	00010103423	FWA
11	Werner	Seibels	87051900048	FWA
12	Ashley	Stiebel	96100501058	FWA
13	Jacky	Gaahah	73090810317	FWA
14	Erico	Tjipato	05071600254	FWA
15	Andreas	Hammann	05011200373	FWA
16	Melau	Thomas	02011700365	FWA
17	Filomon	Kenduneni	97071500029	FWA
18	Michael	Hilundwa	93070400428	FWA
19	Mutala	Junias	681117000144	FWA
20	Raetia	Kentali	68071500291	FWA
21	Roberto	Bock	96091501128	FWA
22	Pulassana	Shilongo	73081800013	RFR
23	Herman	Haguel	95041801123	FWA
24	Leetie	Gaigoma	84111910037	FWA
25	Tuani M	Junias	96111900128	FWA
26	Jacqueline	Muncha	80121010124	FWA
27	Sybra	Eluckas	73051100431	FWA
28	Lukas	Kammand	85041610057	FWA
29	Michael	Gaahah	88031500123	FWA
30	Patricia	Mbundu	88071000237	FWA
31	Simon	Nathanael	73081600491	FWA
32	Ruben	Kentali	73051210177	FWA
33	Rosalia	Ndikhoto	89011900147	FWA
34	Eli	Kenduneni	94030400930	FWA
35	Felixus	Hausmond	86121300020	FWA
36	Cathleen	Seibels	80120410197	FWA

37	Edward	Mphahlele	83071910088	RWA
38	Bruce	Mphahlele	81102310166	RWA
39	Elizabeth	Russeng	83031710787	RWA
40	Elize	Gases	78110400173	RWA
41	Pesacholo	Mphahlele	59091201208	RWA
42	Gerrin	Mphahlele	91101900604	RWA
43	Falco	Hdala	02011300064	RWA
44	Fiona	Guleke	02080600754	RWA
45	Alicia	Brown	08021900137	RWA
46	Mphahlele	Jusua	82050110270	RWA
47	Simone	Mphahlele	96121200142	RWA
48	Jennifer	Mphahlele	90121800448	RWA
49	Martha	Mphahlele	94121500404	RWA
50	Daniel	Mphahlele	87101800467	RWA
51	August	Pirlander	77030810376	RWA
52	Cornelia	Mphahlele	93111900197	RWA
53	Mphahlele	Mphahlele	02082700623	RWA
54	Mphahlele	Gaugues	88021800125	RWA
55	Kaisha A	Karsten	84031510323	RWA
56	Hemut	Mphahlele	83121710124	RWA
57	Enca	Mphahlele	84041410817	RWA
58	Liana	Mphahlele	91041500077	RWA
59	Patric	Mphahlele	08120600043	RWA
60	Fabrice	Mphahlele	85051010637	RWA
61	Ama	Elabem	72043000195	RWA
62	Mphahlele	Mphahlele	65091700013	RWA
63	Mphahlele	Thomas	94050500388	RWA
64	Mathias	Johannes	90121000494	RWA
65	Mphahlele	Mphahlele	82081200040	RWA
66	Fabrice	Mphahlele	87060401358	RWA
67	Suzanne C H	Christian	84051010008	RWA
68	Teopina	Mphahlele	05050800730	RWA
69	Simon	Kamara	74041000053	RWA
70	Dina	Mphahlele	94061300488	RWA
71	Sledge	Tono	88081000697	RWA
72	Matheus	Mphahlele	89081810053	RWA
73	Sheldon	Mphahlele	84030810394	RWA
74	Marin	Mphahlele	70070700737	RWA
75	Mphahlele	Mphahlele	89081500653	RWA
76	Naumi	Mphahlele	80090310777	RWA
77	Mphahlele	Mphahlele	78040510058	RWA
78	Margot	Mphahlele	76641800483	RWA
79	Mphahlele	Mphahlele	84070810068	RWA
80	Johannes	Mphahlele	81030810230	RWA
81	Mphahlele	Mphahlele	91060000810	RWA
82	Elizabeth	Koen	91111501023	RWA
83	Teopina	Mphahlele	05050800730	RWA



84	Immanuel	Gusmanu	68051000404	PAH
85	Isaac	Gusmanu	69010700773	PAH
86	Lydon	Chen	80061310733	PAH
87	Chen	Chen	91121500679	PAH
88	Kornel	Maunat	98000500657	PAH
89	Apurto	Maunat	4031100337	PAH
90	Carmen	Eichas	95021600603	PAH
91	Petronella	Eichas	79021100189	PAH
92	Neomickel	Andreas	91120000773	PAH
93	Maunat	Gusmanu	92021400488	PAH
94	Maunat	Abraham	04031100837	PAH
95	Eva	Kunika	74011310158	PAH
96	Maunat	Saita	67021200498	PAH
97	Maunat	Gusmanu	03071100519	PAH
98	Rachel	Saita	00041200413	PAH
99	Philip	Isaiah	84011910367	PAH
100	Maunat	Maunat	0910300487	PAH
101	Aurora	Paula	99061200214	PAH
102	Rogier	Gusmanu	79070200120	PAH
103	Karna	Gusmanu	69082700220	PAH
104	Mercia	Gusmanu	00406230047	PAH
105	Josephine	Maunat	93031300287	PAH
106	Sharon	Gusmanu	82010111197	PAH
107	George	Gusmanu	71091700757	PAH
108	Maunat	Maunat	87060800137	PAH
109	Enzo	Kira	70061900064	PAH
110	George	Gusmanu	05041600497	PAH
111	Maunat	Maunat	78081400028	PAH
112	Kimberly	Maunat	05031700137	PAH
113	Maunat	Maunat	95101600904	PAH
114	Johnnie	Gusmanu	73040800077	PAH
115	Jane	Maunat	84051410788	PAH
116	Kornel	Maunat	98090500657	PAH
117	Franz	Boch	60112500226	PAH
118	Thomas	Angela	95000801157	PAH
119	Ladine	Gusmanu	64000002104	PAH
120	Maunat	Gusmanu	85021700280	PAH
121	Maunat	Maunat	03000700378	PAH
122	Amelina	Gusmanu	91110600569	PAH
123	Petina	Gusmanu	98041900047	PAH
124	Amelina	Gusmanu	64070400060	PAH
125	Robbery	Gusmanu	85041810257	PAH
126	Edwin	Gusmanu	97103100578	PAH
127	Raymond	Gusmanu	98061800997	PAH
128	Anna	Gusmanu	73011500428	PAH
129	Douglas	Gusmanu	01091701107	PAH
130	Isaac	Gusmanu	93031600227	PAH

133	Quayle	Gavin	8704140070	PA
133	Hyman	Gavin	8206374268	PA
133	Quayle	Gavin	6404140017	PA
134	Gibbs	Gavin	5701230000	PA
135	Luna	Uganda	9226740011	PA
136	Veronica	Uganda	7400440040	PA
137	Uganda	Uganda	8601270011	PA
138	Uganda	Uganda	6300123011	PA
139	Uganda	Uganda	0402100011	PA
140	Ford	Jacobi	9405560054	PA
141	Elizabeth	Kenneth	9201110011	PA
142	James	Uganda	6704140000	PA
143	Uganda	Kenneth	8011400011	PA
144	Uganda	Kenneth	0110000000	PA
145	Uganda	Kenneth	6011110011	PA
146	James	Kenneth	8000110011	PA
147	Robert	Uganda	7400500000	PA
148	Robert	Uganda	0510000000	PA
149	Robert	Uganda	8400501000	PA
150	Robert	Uganda	8110100011	PA
151	Lydia	Uganda	6406100000	PA
152	David	Uganda	6600700011	PA
153	James	Uganda	8601270011	PA
154	Uganda	Uganda	8700000000	PA
155	Robert	Shirley	0700000000	PA
156	Tina	Shirley	8000200011	PA
157	Augustine	Uganda	8110110011	PA
158	Robert	Uganda	8700000000	PA
159	Harold	Uganda	8500111000	PA
160	Gavin	Uganda	5611000011	PA
161	Robert	Uganda	0500000000	PA
162	Stephen	Jacobi	8700270011	PA
163	Luna	Uganda	7400500000	PA
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300	Robert	Uganda	7600070000	PA

ANNEXURE "D"

NO	FIRST NAME	LAST NAME	ID NUMBER	APPLICATION DATE	REFERENCE NUMBER	
1	GOTTFRIEDINE	UIRAS	56112200414	24 OCTOBER 2013	MO	0073
	JOHANNA	SWARTZ	56112900114	17 DEC 2008	DRC	604
2	IGNATIA	JANSEN	63030210111	26 APRIL 2010	BT	356
	I	JANSEN	63030210111	2 JULY 2010		
3	ENGRETH	GOSES	64041401321	24 OCTOBER 2013	SR	0235
4	ANTONETTE	GASES	64070400060	27 APRIL 2010	BT	468
5	LANDINE	AWASES	64090900204	26 APRIL 2010	BT	383
6	DAVID	NIITEMBU	66040500913	17 NOV 2015		
7	LYDIA	NAMASES	66093010066	17 NOV 2017	SWK	2785
8	MAGRETH	SEIBES	67021200498	12 MARCH 2015		
9	JEWENS	KARISEB	67042400283	14 JUNE 2017		
10	PENEHAFO	NAMALEMO	68091201206	10 NOV 2017	SWK	3054
11	LUDWIG	KANGUMBA	68112100136	8 NOVEMBER 2017	SWK	1848
12	INGRETH	NOABES	69010700275	26 MAY 2010	BT	1983
13	LASARUS	GOABAB	69032700375	2 NOVEMBER 2013	MO	2127
14	RIANA	GAWESSES	69082700220	29 APRIL 2010	BT	1097
15	EMILIE	KIES	70062900064	22 NOV 2017	SWK	3902
16	LIESE	NUWUSES	70072900555	29 APRIL 2010	BT	1035
17	ELIZABETH	KAMBARI	72013100310	14 MAY 2010	BT	1716
18	ALMA	ELIAKIM	72043000195	5 MAY 2010	BT	1146
19	JULINDA	DAVID	73020300827	2 NOVEMBER 2013	MO	3116
	J	KAVENDJI	73040900072	2 JULY 2010		
20	JOHANNES	KAVENDJI	73040900072	8 NOVEMBER 2013	SR	0991
21	FRIEDA	HANGULA	73050900180	5 MAY 2010	BT	1178
	E	KANIME	74011310158	29 JUNE 2010		
22	ESRA	KANIME	74011310158	10 NOV 2017	SWK	3048
23	SIMON	KAMARA	74042000053	23 AUGUST 2009	DRC	636
24	A	KAMATI	74061100483	2 JULY 2010		
25	V	HAMAKALI	75080500468	2 JULY 2010		
26	STANLEY	HAMASEB	78013110125	10 NOV 2017	SWK	1299
27	R	ESAR	78031400016	2 JULY 2010		
28	ALFRED	TAUROB	78080710047	27 OCTOBER 2013	MO	0774
29	BERTHA	NEWAKA	78081400028	5 SEPTEMBER 2014		
	NUUSIKU	NEWAKA	78081400028	13 NOV 2017	SWK	3124
30	ELRIKA	GASES	78110400175	8 NOVEMBER 2017	SWK	1529
31	PETRONELLA	EICHAS	79021100185	30 NOV 2017	SWK	2419
32	REGINA	DOESSES	79070200120	5 NOVEMBER 2013	MO	2900
33	VEMUNA	KAHERE	80091200040	27 APRIL 2010	BT	656
	VEMUNA	KAHERE	80091200040	27 APRIL 2016		
34	CATHEEN	SEIBEB	80120410192	27 OCTOBER 2013	MO	0778
35	JACQUELLINE	MAPOHA	80122010124	23 OCTOBER 2013	MO	0450
36	DELIHOE	ENGELBRECHT	81032110015	14 MAY 2010	BT	1713
37	NDINELAO	JOSUA	82050110278	23 OCTOBER 2013	MO	0439
38	ELIZABETH	RUSBERG	83031710282	8 NOVEMBER 2017	SWK	1708
	ELIZABETH	RUSBERG	83031710282	20 JULY 2018		

39	AUGUSTINE	SEIBES	83100310225	16 NOV 2017	SWK	2844
40	PHILLIP	JACOBS	84012910167	25 OCTOBER 2013	MO	0753
41	REBECA	MBUNDU	84022910208	6 NOVEMBER 2017	SWK	257
42	RAUHA	KONSTANTIN	84031510322	6 NOVEMBER 2017	SWK	956
43	IYALOO	HAIKALI	84042410917	23 OCTOBER 2013	MO	0275
44	HELENA	MBUNDU	84061310798	30 OCTOBER 2013	MO	2610
45	LISETTE	GORESES	84112910037	15 NOV 2017	SWK	2571
46	LUKAS	KAMWANDI	85042610057	7 NOVEMBER 2017	SWK	847
47	HEROLD	SO-OABEB	85051110282	9 NOVEMBER 2017	SWK	1463
48	FABIOLA	KAPEPU	85052010637	10 NOV 2017	SWK	3303
49	RENSIA	GOAGOSSES	86021800125	26 MAY 2010	BT	1995
50	DWENCE	AWASES	86022700280	24 OCTOBER 2013	MO	0344
51	JUNIAS	NGHENDE	86071700159	5 NOVEMBER 2013	MO	3427
52	CLERENCIA	/GASES	87041400352	25 OCTOBER 2013	MO	0618
	CLERENCIA	/GASES	87041400352	13 MARCH 2015		
53	BISTA	HILUNDWA	87060800131	30 OCTOBER 2013	SR	0349
54	MICHAEL	GASEB	88031500223	27 OCTOBER 2013	MO	1035
55	BASIELIE	KEEJA	88071500291	5 MAY 2010	BT	1150
56	PETRICIA	MBUNDU	88073000237	5 MAY 2010	BT	1236
57	PETRINA	ELIASER	91042900043	21 OCTOBER 2014		
58	GERVIN	NGUTONUA	91102900699	20 JULY 2018		
59	ANGELUS	MPAHLENI	91120700124	21 NOV 2017	SWK	2969
60	BABY	SHIKONG	92040600035	22 JUNE 2018	SWK	4763
61	MERCELINE	IGAOSSES	92082700623	21 SEPT 2018		
62	FENNY	MATSI	92091200767	5 NOVEMBER 2013	SR	0484
	FENNY	MATSI	92091200767	29 AUGUST 2018		
63	JOSEPHINE	KEIS	93032300282	8 NOVEMBER 2017	SWK	889
64	CORNELIA	IPINGE	93112900197	6 NOVEMBER 2017	SWK	280
65	ISSOLDA	URI-KHOS	94032200025	9 NOVEMBER 2017	SWK	1218
66	ESTER	GOAGOSSES	94071500816	8 NOVEMBER 2019	SWK	4631
67	CYRILENE	HAIMBONDI	96101600904	22 JULY 2019	SWK	4462

11.1.10 **PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN THE MUNICIPALITY OF SWAKOPMUND AND KAMANJAB VILLAGE COUNCIL**
(C/M 2026/10/01 - 12/2/4/5)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 8.3 page 34 refers.

A. This item was submitted to the Management Committee for consideration:

1. Background

The Kamanjab Village Council has expressed interest in entering a Memorandum of Understanding with the Municipality of Swakopmund to establish a formal partnership aimed at promoting cooperation, knowledge sharing, and institutional development between the two local authorities.

The proposed partnership seeks to strengthen local government capacity through the exchange of expertise, technical support, and best practices in areas of mutual interest. Memorandum of Understandings provide municipalities with an opportunity to collaborate on common developmental challenges, improve service delivery, and build long-term institutional relationships for the benefit of their respective communities.

Following preliminary engagements, the Kamanjab Village Council has proposed that the partnership focus on practical areas of cooperation that will contribute to improved municipal operations and sustainable development.

2. Discussion

The Kamanjab Village Council has requested that the Memorandum of Understanding focus on the following areas of cooperation:

- *Skills and knowledge exchange in key operational areas such as waste management, environmental compliance, and municipal service delivery.*
- *Institutional capacity building through technical support, mentorship, and the sharing of best practices.*
- *Access to equipment and machinery support, where feasible and subject to the Municipality of Swakopmund's operational requirements and resource availability.*
- *Strengthening inter-local authority cooperation through collaboration, networking, and the exchange of experiences in line with established local government best practices.*

The proposed partnership aligns with the Municipality of Swakopmund's commitment to promoting good governance, institutional excellence, and continuous improvement in municipal service delivery.

The Memorandum of Understanding will provide opportunities for officials from both councils to participate in technical exchanges, benchmarking visits, workshops, and collaborative projects aimed at improving operational efficiency and strengthening institutional capacity.

Any technical assistance, equipment support, or joint initiatives undertaken as part of the agreement will be subject to the availability of municipal resources, Council approval where required, and applicable legislative and

policy requirements.

3. Financial Implications

The conclusion of the Memorandum of Understanding will not have immediate financial implications for the Municipality of Swakopmund. However, future activities arising from the implementation of the agreement, including official visits, workshops, training programmes, technical assistance, or the provision of equipment support, may require financial resources. Such activities will be considered within approved budget allocations and, where necessary, be submitted to Council for approval through the normal budgeting and procurement processes.

Where possible, both parties will seek external funding opportunities, partnerships, or donor support to facilitate joint programmes and projects.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That the Management Committee consider entering into a Memorandum of Understanding between the Municipality of Swakopmund and the Kamanjab Village Council.
 - (b) That the following proposed areas of cooperation, be considered:
 - *Skills and knowledge exchange in waste management, environmental compliance, and municipal service delivery;*
 - *Institutional capacity building through technical support and mentorship;*
 - *Equipment and machinery support, where feasible and subject to resource availability;*
 - *Strengthening inter-local authority cooperation through the sharing of best practices.*
 - (c) That the General Manager: Corporate Services, Human Capital and ICT facilitate the drafting of the Memorandum of Understanding in consultation with the Kamanjab Village Council.
 - (d) That the Mayor and the Chief Executive Officer of both councils sign the Memorandum of Understanding on behalf of their respective local authorities once all internal approval processes have been completed.
 - (e) That all memorandum of understandings entered into by Council and other institutions be submitted to Council including the specific areas of cooperation.
-



KAMANJAB VILLAGE COUNCIL

TEL: (+264 67)-330051
FAX: (+264 67)-330051
NAMIBIA

ERENS GURIRAB STR

P.O. BOX 81
KAMANJAB,



Enquiries: Ms. Elsie Gogoses

15 May 2026

To: **Mr. Alfeus Benjamin**
The Chief Executive Officer
P O Box 53
Swakopmund Town Council



Dear Mr. Alfeus Benjamin

SUBJECT: REQUEST FOR A TWINNING AGREEMENT BETWEEN KAMANJAB VILLAGE COUNCIL AND SWAKOPMUND TOWN COUNCIL

The Kamanjab Village Council hereby extends its compliments to your esteemed Local Authority and wishes to express its interest in establishing a twinning agreement and cooperative relationship with your Local Authority and to learn more from you.

The purpose of this proposed twinning agreement is to promote mutual cooperation, exchange of knowledge, institutional capacity building, and sustainable local development between our respective Local Authorities. The Council believes that through collaboration and the sharing of experiences, both institutions can benefit from improved service delivery and enhanced community development initiatives.

In this regard, the Council proposes cooperation in the following areas:

- Skills and knowledge exchange in key operational areas such as waste management, environmental compliance, and service delivery.
- Institutional capacity building through technical support and mentorship;
- Access to equipment and machinery support where required; and
- Strengthening inter-local authority cooperation in line with established best practices.

It is the Council's belief that the proposed partnership will create valuable opportunities for both Local Authorities to strengthen institutional relations and exchange best practices for the benefit of our communities.

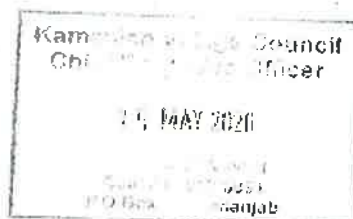
Should your Council be interested in this initiative, we kindly request a formal response so that further engagements and discussions may be arranged regarding the framework and implementation of the proposed twinning agreement.

We look forward to establishing a fruitful and long-lasting relationship with your Local Authority.

Kindly accept the assurances of our highest consideration.

Yours faithfully,

Ms. Serlane H Mukuta
Chief Executive Officer



11.1.11 **APPLICATION BY ITALIAN STYLE FOOD CC FOR OUTSIDE SEATING ON A PORTION OF SIDEWALK IN FRONT OF ERF 953, SWAKOPMUND**
(C/M 2026/10/01 - 4/1/1/8, Erf 953)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 8.4 page 37 refers.

A. This item was submitted to the Management Committee for consideration:

1. **Introduction**

The purpose of this submission is to consider an application dated **18 June 2026** by Italian Style Food cc for outside seating on the sidewalk in front of their business premises located on Erf 953, Swakopmund (**Annexure "A"**). Photos of the premises are attached to the application.

An assessment by the Engineering Services, Urban Development and Environmental Management Department dated **13 July 2026** is attached as **Annexure "B"**. The assessment includes traffic movement and visibility. The application is supported subject to the standard conditions applicable.

This is an outside seating application which is subject to the standard established conditions.

2. **Latest Outside Seating Approval by Council**

On **28 August 2025** under item 11.1.3 Council approved the renewal of the lease period for Jakaranda Investments Twenty-Six CC trading as BoJo's and the same conditions will apply to Italian Style Food. The decision is attached as **Annexure "C"** and recorded in the recommendation below.

3. **Discussion**

It is proposed to approve the application of Italian Style Food CC to use approximately 10m² of the sidewalk area located in front of their business premises on Erf 953, Swakopmund, subject to Council's standard conditions for outside seating applications.

Although the photos attached to the application depict the outside seating on the street, such must be accommodated on the upper section of the sidewalk area.

In order to ensure that the applicant can be operational during the Festive period, it is proposed that, similar to the lease application on Erf 313, Swakopmund (approved **28 November 2024** under item 11.1.8), the initial lease period be determined at 12 months for which the publication and approval to the line Ministry are not required, but that the lessee 6 months prior to the lapsing of the 12 month period submit their intention to take up the 5 year lease period, subject to compliance with the payment of the publication cost (at the time) and the requirements of the Local Authorities Act, Act 23 of 1992, as amended.

The lease amount for the current financial year from 1 July 2026 is N\$61.85/m² per month x ±10m² = N\$ 618.50 + N\$ 92.77 (15% VAT) = N\$711.27. This rental amount will increase as from 01 July 2027.

It is proposed that Council considers approving the application by Italian Style Food CC subject to the same conditions as approved by Council (**Annexure "C"**) and Council's standard lease conditions that may deem fit.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) **That Council approves the application by Italian Style Food CC to lease a portion of the sidewalk (upper portion) located in front of their business premises on Erf 953, Swakopmund.**
 - (b) **That the lease period for Italian Style Food CC be for an initial 1-year period, followed by the standard 5 years lease period:**
 - (i) *the initial 1 year lease period to commence from the date of signing the lease agreement;*
 - (ii) *the standard 5-year period will commence upon expiry of the initial lease period and is subject to successful publication in terms of the Local Authorities Act, Act 23 of 1992, as amended and approval granted by the Ministry of Urban and Rural Development.*
 - (c) **That the monthly rental be N\$ 61.85/m² per month x ±10m² = N\$ 618.50 + N\$ 92.77 (15% VAT) = N\$ 711.27, with an annual escalation of 7% starting 1 July 2027.**
 - (d) **That Council reserves the right to cancel the lease if valid objections from the public are received.**
 - (e) **That the lease be subject to the standard conditions and the following:**
 - (i) *That a deposit equal to 1 month's lease be paid and be adjusted in order to equal the current monthly rental amount over the lease period.*
 - (ii) *That a notice of termination period of three (3) months for both parties be applicable.*
 - (iii) *That the demarcated area be barricaded by way of a non-permanent fixture, such as a rope.*
 - (iv) *That the lessee does not operate later than 22:00.*
 - (v) *That no fixed structures be erected and that temporary structures be erected at the risk of the lessee and be removed at the cost of the lessee at the termination / lapsing of the lease period.*
 - (vi) *That all costs involved be for the applicant's account.*
 - (vii) *That should the lessee cease operating, they must inform Council in writing and reinstate the area to its original condition at their own cost.*
 - (viii) *That the applicant shall indemnify and keep Council indemnified during the full period of this agreement against possible claims, which may arise from the use of a portion of the sidewalk concerned by the lessee.*
-

ANNEXURE "A"**APPLICATION BY ITALIAN STYLE FOOD CC (KRIZIA AIETTI) FOR OUTSIDE SEATING****Rosalie Nangolo**

From: Krizia Aietti <kriziaaietti@gmail.com>
Sent: Tuesday, 7 July 2026 11:05 am
To: Rosalia Nangolo
Subject: Fwd: Request of permission for outside eating area
Attachments: Reference photos of other businesses.pdf; Current pavement.pdf; Layout plan.pdf

You don't often get email from kriziaaietti@gmail.com. [Learn why this is important](#)

Good morning,

This is the forwarded email that I sent to mr McClune. Please let me know what date and time the inspection will take place.

Kind regards,

Krizia Aietti

----- Forwarded message -----

From: Krizia Aietti <kriziaaietti@gmail.com>
Date: Thu, 18 Jun 2026 at 4:29 PM
Subject: Request of permission for outside eating area
To: <townengineer@swkmun.com.na>
Cc: Italian Style Food <italianstylefoodcc@gmail.com>, <enaris@swkmun.com.na>

Dear Mr. McClune,

I am writing on behalf of Italian Style Food, an Italian deli located at 28 Daniel Tjongarero Avenue (ERF 953), to formally request permission from the Municipality to place up to 5 tables, plus chairs and umbrellas, on the pavement directly in front of our premises.

The intention is to create a small, orderly outdoor seating area for customers, similar in nature to arrangements already in place at nearby businesses such as Bojo's, Bar Zonder Naam and the Trading Post. This would allow us to enhance the customer experience while remaining fully compliant with municipal regulations and public safety requirements.

Proposed arrangement

Use of pavement area directly adjacent to our storefront.

Approximate area: 10m².

Number of items: 5 tables, 20 chairs, 4 umbrellas.

Tables, chairs and umbrellas will be fully removable and stored indoors outside operating hours.

Proposed operating times: Weekdays 9:00-16:00 and Saturdays 9:00-14:00.

Pedestrian access and safety

We are fully aware of the importance of maintaining safe and unobstructed public walkways. We confirm that a clear and adequate pedestrian passageway will be maintained at all times. Bathroom facilities are available for customers. Access for emergency services will not be impeded. No permanent structures or fixtures will be installed. The area will be kept clean, orderly and supervised by staff at all times.

Business and community benefit

We would offer a unique product range, including freshly made focaccia and authentic Italian café-style food, providing something distinct to the area while enhancing the overall community experience and contributing to a more diverse, high-quality local food offering. This arrangement would support our business by allowing customers to enjoy our food on-site in a controlled, seated environment, while also contributing positively to the street's vibrancy and local economic activity. Similar setups in the area have proven successful without causing disruption to pedestrian flow or neighbouring businesses.

We have attached layout drawings and supporting images to clearly illustrate the proposed setup. We are happy to provide any additional documentation or to adjust the proposal in line with municipal requirements.

Thank you for considering our request. We look forward to your guidance on the next steps and any conditions that may apply.

Kind regards,
Krizia Aietti
Manager
Italian Style Food
+264 81 441 1054
italianstylefoodcc@gmail.com

FROM: KRIZIA AIETTI <KRIZIAAIETTI@GMAIL.COM>
SENT: WEDNESDAY, 29 JULY 2026 12:21 PM
TO: STEPHNY BRUWER <SBRUWER@SWKMUN.COM.NA>
CC: ITALIAN STYLE FOOD <ITALIANSTYLEFOODCC@GMAIL.COM>
SUBJECT: RE: ITALIAN STYLE FOOD PAVEMENT SEATING

GOOD AFTERNOON MS. BRUWER,

THANK YOU VERY MUCH FOR THE INFORMATION. I APPRECIATE YOU TAKING THE TIME TO PROVIDE A CLEAR OVERVIEW, IT IS VERY HELPFUL.

THE LEASE MUST BE UNDER "**ITALIAN STYLE FOOD**", THAT IS THE NAME OF THE COMPANY, IT IS REGISTERED AS A **CLOSE CORPORATION**.
P. O. BOX 91547, WINDHOEK

WE WILL WAIT FOR MORE INFO FROM YOU THE PROGRESS OF THE SUBMISSION.

KIND REGARDS,
KRIZIA AIETTI
ITALIAN STYLE FOOD









Bojo's Cafe



Bar Zonder Naam

ANNEXURE "B"

**ASSESSMENT BY ENGINEERING SERVICES, URBAN DEVELOPMENT AND
ENVIRONMENTAL MANAGEMENT**



+264 64 410 4111 | swkmun@swkmun.com.na | P.O. Box 53, Swakopmund, Namibia

Ref: 17/1/6/2/3

Enquiries: Mr. Clarence McClune

13 July 2026

Ms Krizia Aletti
Italian Style Food
Po Box 91547
15002
Windhoek

italianstylefoodcc@gmail.com

Dear Ms Aletti,

**APPLICATION TO PLACE TABLES, CHAIRS AND UMBRELLAS ON THE MUNICIPAL
SIDEWALK AT 28 DANIEL TJONGARERO AVENUE (ERF 953)**

Your correspondence requesting permission to use a portion of the municipal sidewalk for an outdoor seating area has been received and carefully considered.

The Municipality appreciates the comprehensive information provided in your application, together with the supporting layout drawings and images. Following an assessment of the proposal and a site inspection, it has been determined that the application may be considered, subject to the conditions set out below.

To ensure the continued safety and convenience of pedestrians, the outdoor seating area shall be confined to the upper section of the sidewalk, being the elevated portion immediately adjacent to your premises. This location is considered the most suitable from a public safety perspective.

Prior to the Municipality granting final approval, you will be required to install suitable barricades or similar demarcation measures to clearly define the seating area and prevent pedestrian movement between the tables and chairs. These measures are intended to direct pedestrian traffic along the lower section of the sidewalk, thereby maintaining a safe and unobstructed pedestrian route. The barricades need not be permanent fixtures but



must be of an appropriate standard, stable, aesthetically acceptable, and maintained in good condition at all times.

Please note that the required improvements must be completed and inspected by the Municipality before final approval for the use of the area will be issued.

In addition, as the proposed seating area will be on municipal property, you are required to engage with the Municipality's Properties Section to conclude the necessary lease agreement. Occupation of the municipal sidewalk may only commence once the lease agreement has been executed and all applicable municipal requirements have been fulfilled.

Should you have any further enquiries please do not hesitate to contact the General Manager: Engineering, Urban Development and Environmental Management, Mr. C McClune, at telephone number (064) 4104400 or via email cmccclune@swkmun.com.na.



ENGINEERING, URBAN DEVELOPMENT AND ENVIRONMENTAL MANAGEMENT
CCM/mn



COUNCIL'S DECISION OF 28 AUGUST 2025 UNDER ITEM 11.1.5

11.1.3

APPLICATION BY JAKARANDA INVESTMENTS TWENTY SIX CC FOR A FURTHER LEASE PERIOD FOR A PORTION OF SIDEWALK IN FRONT OF ERF 3745, SWAKOPMUND

(C/M 2025/08/28 - E 3745)

RESOLVED:

- (a) That Council takes note that the lease agreement entered into between Council and Jakaranda Investments Twenty Six CC trading as Bo Jo's for leasing a portion of the sidewalk, measuring $\pm 88 \text{ m}^2$ in front Erf 3745, Swakopmund lapses on 31 August 2025.
- (b) That Council approves a new lease period for Jakaranda Investments Twenty-Six CC trading as Bo Jo's for the 5 years which period commences on 01 September 2025 and terminates on 31 August 2030 for a portion of the sidewalk, measuring $\pm 88 \text{ m}^2$ in front Erf 3745, Swakopmund.
- (c) That the monthly rental be $\text{N\$ } 57.80/\text{m}^2 \times \pm 88 \text{ m}^2 = \text{N\$ } 5,086.52 + \text{N\$ } 762.98 \text{ (15\% VAT)} = \text{N\$ } 5,849.5$ with an annual escalation of 7% starting 1 July 2025.
- (d) That the lease be advertised in terms of Section 63 (2) of the Local Authorities Act, Act 23 of 1992, as amended at the cost to Jakaranda Investments Twenty Six CC and permission be obtained from the Minister of Urban and Rural Development as required in terms of the same Act.
- (e) That Council reserves the right to cancel the lease if valid objections from the public are received.
- (f) That the lease be subject to the standard conditions and the following:
 - (i) That a deposit equal to 1 months lease which was previously paid be adjusted in order to equal the current monthly rental amount.

Ordinary Council Meeting - 28 August 2025

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148 / 2025

- (ii) *That a notice of termination period of three (3) months for both parties be applicable.*
 - (iii) *That the demarcated area be barricaded by way of a non-permanent fixture, such as a rope.*
 - (iv) *That the lessee does not operate later than 22:00.*
 - (v) *That no fixed structures be erected and that temporary structures be erected at the risk of the lessee and be removed at the cost of the lessee at the termination / lapsing of the lease period.*
 - (vi) *That all costs involved be for the applicant's account.*
 - (vii) *That should the lessee cease operating, they must inform Council in writing and reinstate the area to its original condition at their own cost.*
 - (viii) *That the applicant shall indemnify and keep Council indemnified during the full period of this agreement against possible claims, which may arise from the use of a portion of the sidewalk concerned by the lessee.*
- (g) **That the lease be subject to the standard conditions and the following:**
- (i) *That a deposit equal to 1 months lease which was previously paid be adjusted in order to equal the current monthly rental amount.*
 - (ii) *That a notice of termination period of three (3) months for both parties be applicable.*
 - (iii) *That the demarcated area be barricaded by way of a non-permanent fixture, such as a rope.*
 - (iv) *That the lessee does not operate later than 22:00.*
 - (v) *That no fixed structures be erected and that temporary structures be erected at the risk of the lessee and be removed at the cost of the lessee at the termination / lapsing of the lease period.*
 - (vi) *That all costs involved be for the applicant's account.*
 - (vii) *That should the lessee cease operating, they must inform Council in writing and reinstate the area to its original condition at their own cost.*
 - (viii) *That the applicant shall indemnify and keep Council indemnified during the full period of this agreement against possible claims, which may arise from the use of a portion of the sidewalk concerned by the lessee.*

11.1.12 **OVERVIEW: FUTURE AVAILABILITY OF ERVEN FOR SALE BY PUBLIC CLOSED BID SALE**

(C/M 2026/10/01 - 17/1/4/2/1/1; 17/1/4/2/1/2; 17/1/4/2/1/7;
17/1/4/2/1/8; 17/1/4/2/1/11, 17/1/4/2/1/14)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 8.5 page 51 refers.

A. This item was submitted to the Management Committee for consideration:

1. **Introduction**

The purpose of this submission is to provide an overview of erven which will become available for sale by closed bid sales as stated in the Monthly Report of the Corporate Services, Human Capital and ICT Department.

2. **Status of Available Erven**

The Municipal townships are listed chronologically, stating the extensions number, township, availability of erven in the township and relevant Council resolutions for the future sale of these erven.

	Extension	Township	No of Erven	Comments
1	Swk Proper	Swk	2	Consolidation and Subdivision of erven located in the vicinity of Fruit and Veg (across the street to the west, adjacent to Villa Wiese): Erf 1023, Swk and Erf 3778, Swk and subsequent subdivision. The registration and servicing of the newly created erven is pending registration at the Deeds Registry Office. Lay-out attached as Annexure "A" .

	Extension	Township	No of Erven	Comments
2	Hage Geingob Square	Swk	116	New industrial township of which the lay-out includes the aerodrome erf. On 20 January 2025 it was confirmed that the relocation of the railway line will affect the Hage Geingob Square layout. On 28 January 2026 the above information was updated stating that the development of Hage Square Industrial Precinct has been delayed because of the relocation of the railway line. Several meetings have been held with TransNamib as well as with the Transport Directorate of the Ministry of Works and Transport. The most likely routes for the relocation of the railway will cut through the Hage Square industrial precinct and require a bridge at the B2. The relocation of the railway will depend on who will fund the whole project. At the start of this year, the go-ahead was given to commence with the infrastructure planning in order to commence with development, but at the Management Committee in January 2026 it was directed that we must meet TransNamib and the Ministry of Works and Transport to get a final decision on the relocation of the railway line. In the meantime, EUE Department will commence with the infrastructure planning, while awaiting the outcome of the engagement with the two stakeholders.
3	Ext 1	Myl 4	0	The last remaining erven were sold on the closed bid sale of 05 December 2025. A detailed report was submitted to Council on 05 March 2026 under item 11.1.6.
4	Ext 2	Myl 4	62	Council will acquire 33.3% of the serviced erven zoned "single residential" after the due date for completion of the installation of services by Swakopmund Ombundu Investments (Pty) Ltd, i.e by 25 September 2027.

	Extension	Township	No of Erven	Comments
5	Ext 9	Swk	3	- Subdivision and Services Installation to Erf 4520, Swakopmund (Annexure "B"). A memo dated 04 November 2025 was issued to the EUE Department requesting confirmation progress of the execution of Council's decision made on 24 September 2015 under item 11.1.18 and on 25 October 2018 under item 11.1.12 - Erf 4666, Swk is being subdivided in terms of a High Court Ruling; whereafter Council's decisions made on 24 November 2025 under item 11.1.12 and on 02 June 2026 under item 11.1.25 will be executed.
6	Ext 14	Swk	0	The last remaining erven were sold on the closed bid sale of 05 December 2025. A detailed report was submitted to Council on 05 March 2026 under item 11.1.6.
7	Ext 15	Swk	5	Lay-out attached as Annexure "C". Erf 5360 was subdivided into erven zoned "business" as follows: Erf 10034 sold at a closed bid on 28 July 2023. Erven 10948, 10949, 10950, 10951, 10952, E 10953, E 10954 and E 5360, Re = Street A memo dated 04 November 2025 was issued to EUE Department to budget for the installation of services.

	Extension	Township	No of Erven	Comments
8	Ext 1	Tam	1	Erf 626, Tamariskia At Council's meeting on 28 July 2022 under item 11.1.11 and the following was resolved: "(a) ... (b) ... (c) ... (d) That the Economic Development Services Department proposes a suitable community development for the Remainder of Erf 626, Tamariskia by Council; alternatively Corporate Services & Human Capital invites development proposals at a purchase price of N\$500.00/m² (7 522m² x N\$500.00 = N\$3 761 000.00), excluding 15% VAT for allocation based on the best proposal."
9	Ext 3	Tam	20	On 05 March 2026 under item 11.1.3 Council made a decision regarding the removal of the NamWater pipeline and the future sale of the portions of land adjacent to the existing residential erven. The matter will be resubmitted to Council in due course.

	Extension	Township	No of Erven	Comments
10	Ext 1	Matutura	8	Lay-out attached as Annexure "D". A detailed report on the remaining erven in Extension 1, Matutura was submitted to Council on 24 November 2025 under item 11.1.10. • <u>Erven 319 and 320</u> zoned "general residential" will be offered for sale by closed bid at a future sale. • 6 unserviced erven zoned "single residential" are available; 1 erf was allocated on 27 January 2022 under item 11.1.40 in exchange to a purchaser who bought an erf from Council without sufficient access. A memo dated 04 November 2025 was sent to EUE Department to budget for services installation to these erven. • Erf 499 allocated to Mr Hango in exchange for Erf 476 not having proper access • Erven 500, 501, 502, 503 and 504 not serviced. • separate submission will be tabled to consider reserving 3 of the 5 remaining erven zoned "single residential" for allocation to <u>qualifying employees</u>.
11	Ext 2	Maturura	14	Lay-out attached as Annexure "E". A detailed report on the remaining erven in Extension 2, Matutura was submitted to Council on 24 November 2025 under item 11.1.10. • <u>Erven 514, 515 and 516</u> zoned "general residential" will be offered for sale by closed bid at a future sale. • A number of erven zoned "local business" are available for sale. Council passed a decision on 04 April 2023 under item 11.1.15 for the site to be redesign (Erven 520, 523, 524, 525, 526, 527, 528, 529, 530, 531 & 532). A memo was sent to the EUE Department on 19 March, 04 August and 04 November 2025, reminding of the Council decision

	Extension	Township	No of Erven	Comments
12	Ext 3	Matutura	84	<u>Tapaya Investment Holding (Pty) Ltd</u> Site hand over was officiated on 23 March 2026. Developer was informed in writing on the same date of the next due date to comply with. A separate submission is tabled to the Management Committee of September 2026 regarding the minimum and maximum house prices. With regard to the future sale of the vacant erven, Council made the following decision under <u>Item 11.1.16 on 23 May 2019</u>: "(a) ... (b) ... that Council on 30 August 2018 under item 11.1.5 (d) resolved that the erven being returned to Council by the private developers be sold by closed bid sale."
13	Ext 4	Matutura	62	Three proposals were received on the closing date for the invitation of development proposal, i.e. 21 November 2025 from •Motorized Rapid Building Machine Systems, •Easy United Holding (Pty) Ltd and •OB Davids Properties CC. EUE Development and Environment Management Department provided an assessment on 06 March 2026. An informal meeting was held and it will be proposed that Council develop the township. The submission was discussed by the ExCo on 20 July 2026.
14	Ext 5	Matutura	22	On 15 April 2025 under item 10.4 Management Committee made a decision under point (d) that the invitation for proposals only be attended to after the northern wedge documentation is finalized.

	Extension	Township	No of Erven	Comments
15	Matutura Proper	Matutura	82	<u>Quintessential Trading & Consult (Pty) Ltd</u> is actively busy with services installation. Once completion of phases 1 and 2 are reached, Council will acquire the vacant erven located in phase 3. With regard to the future sale of the vacant erven, Council made the following decision under <u>Item 11.1.16 on 23 May 2019</u>: "(a) ... (b) ... that Council on 30 August 2018 under item 11.1.5 (d) resolved that the erven being returned to Council by the private developers be sold by closed bid sale."
16	Ext 6	Matutura	6	Mass Housing Closed bid sales were held of the erven zoned "general business" in terms of Council's decision made on 25 February 2021 under item 11.1.8 (by closed bid sale). <u>Business Erven:</u> •1008, 1009, 1010, 1011, 1012 <u>General Residential 2 Erf:</u> Erf 1090 A portion of Erf 1143 was allocated to Blue Boys FC in exchange for an erf belonging to them (Council's decision of 23 February 2023 under item 11.1.11). Await outcome of the Ministerial directive issued on 21 May 2026 on the way forward with regard to the sale of erven zoned other than "single residential".
17	Ext 7	Matutura	22	Mass Housing Erven 1444 and 1445 zoned "general residential" have been subdivided into various erven and are registered. As soon as sufficient services are installed a submission will be tabled to Council to consider the future sale of these erven. A memo in this regard has been issued to the EUE Department dated 04 August, 04 and 14 November 2025 and e-mails on 15 April and 13 May 2026. Lay-out attached as Annexure "F". Await outcome of the Ministerial directive issued on 21 May 2026 on the way forward with regard to the sale of erven zoned other than "single residential".

	Extension	Township	No of Erven	Comments
18	Ext 8	Matutura	232 n/a at this stage	Mass Housing A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation.
19	Ext 9	Matutura	281 n/a at this stage	Mass Housing A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation.
20	Ext 10	Matutura	678 n/a at this stage	Mass Housing A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation.
21	Ext 11	Matutura	160 n/a at this stage	Mass Housing A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation.

	Extension	Township	No of Erven	Comments
22	Ext 12	Matutura	4	Mass Housing Await outcome of the Ministerial directive issued on 21 May 2026 on the way forward with regard to the sale of erven zoned other than "single residential". Erven available for sale in terms of Council's decision made on 25 February 2021 under item 11.1.8 (by closed bid sale): •Erf 2651 ("local business"); •Erven 2560, 2561 and 2628 ("general residential 1").
23	Ext 13	Matutura	2	On 01 April 2025 under item 11.1.30 Council decided that the township be serviced (point (m)) and allocated to the 40/40 development. •Erven 2747 and 2748 to be sold by closed bid once installation of services is finalized (Cnl resolution of 29 July 2021 under item 11.1.2).
24	Ext 3	Mondesa	1	Erf 1960. Economic Development Services is attending to this matter in terms of Council's decision made on 30 September 2021 under item 11.1.21, point (c) (ii).
25	Ext 11	Mondesa	0	No such township created.
26	Ext 12	Mondesa	n/a	Elize Investments (Pty) Ltd
27	Ext 13	Mondesa	14	Awaits services installation to Extension 13, Mondesa (business erven) to be finalized for the erven to be sold on closed bid sale. EUE Department confirmed on 13 May 2024 that no provision was approved for services installations. A request to include the services in the 2026/27 budget was submitted to the said Department on 04 August and 04 November 2025. An update for budget provision was again shared on 05 February 2026. A separate submission is tabled to Management Committee of October 2026. Council resolutions regarding the future sale of these erven were passed on 30 July 2020 under Item 11.1.4 and on 25 March 2021 under Item 11.1.4
28	Ext 14, Mon ⊗Prt 184	Mondesa	313 n/a at this stage	The location of this township is attached as Annexure "G" .

	Extension	Township	No of Erven	Comments
29	Ext 24	Swk (located in Mondesa)	n/a at this stage	Allocated to a private developer by Council on 31 May 2018 under item 11.1.25: <u>Lelwapa Property Developers (Pty) Ltd</u> Currently densely occupied by informal households.
30	Ext 25	Swk (located in Mondesa)	n/a at this stage	Western portion: 115 "single residential" erven" 50 erven transferred to Mupupa Realtors 07 erven reserved for municipal staff members 56 erven in various stages of completion allocated to Swakop Uranium Eastern portion: Allocated to two private developers by Council on 31 May 2018 under item 11.1.25: <u>Momporsisa Trading Enterprises (Pty) Ltd</u> . The entity had an audience with the Management Committee on 18 February 2026 and was informed of Council's decision made on 05 March 2026 . <u>Lherix Investment (Pty) Ltd</u> Housing Section is registering the various informal households occupying this township.
31	Ext 27	Swk (located in Mondesa)	4	Mass Housing Await outcome of the Ministerial directive issued on 21 May 2026 on the way forward with regard to the sale of erven zoned other than "single residential". Erven available for sale in terms of Council's decision made on 25 February 2021 under item 11.1.8 (by closed bid sale): • Erven 7246, 7361, 7472 ("institutional" and occupied by informal households) • Erf 7471 ("general residential 2" and occupied by informal households).

	Extension	Township	No of Erven	Comments
32	Ext 28	Swk (located in Mondesa)	247 n/a at this stage	Mass Housing A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation. Economic Development Services are attending to the following erven as sport arena: Erven 7642, 7643, 7644 and 7645.
33	Ext 29	Swk (located in Mondesa)	3	Mass Housing Await outcome of the Ministerial directive issued on 21 May 2026 on the way forward with regard to the sale of erven zoned other than "single residential". Erven available for sale in terms of Council's decision made on 25 February 2021 under item 11.1.8 (by closed bid sale): • Erf 7892 ("general business and occupied by informal households). • Erven 8024 and 8085 ("institutional" and occupied by informal households).
34	Ext 30	Swk (located in Mondesa)	283 n/a at this stage	Mass Housing • 9 (nine) erven were reserved for municipal employees and are in various stages of transfer of ownership. A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation.

	Extension	Township	No of Erven	Comments
35	Ext 31	Swk (located in Mondesa)	5	Mass Housing Await outcome of the Ministerial directive issued on 21 May 2026 on the way forward with regard to the sale of erven zoned other than "single residential". Erven available for sale in terms of Council's decision made on 25 February 2021 under item 11.1.8 (by closed bid sale): • Erf 8570 ("institutional" - proposal to further subdivided) • Erven 8465, 8468, 8469 and 8470 ("general business") • 6 (six) erven were reserved for municipal employees and are in various stages of transfer of ownership.
36	Ext 32	Swk (located in Kramersdorf)	78	In terms of Council's decision of 26 July 2018 under item 11.1.7 Council is considering various financial models for the installation of services. The latest Council decision was made on 24 November 2025 under item 11.1.13.
37	Ext 33	Swk (located in Kramersdorf)	151	
38	Ext 34	Swk (located in Matutura)	0	Sold by various closed bid sales. No erven available.
39	Ext 35	Swk (located in Matutura)	0	Sold by various closed bid sales. No erven available.
40	Ext 36	Swk (located in Kramersdorf)	167	In terms of Council's decision of 26 July 2018 under item 11.1.7 Council is considering various financial models for the installation of services. The latest Council decision was made on 24 November 2025 under item 11.1.13.
41	Ext 37	Swk (located in Mondesa)	2	Mass Housing Await outcome of the Ministerial directive issued on 21 May 2026 on the way forward with regard to the sale of erven zoned other than "single residential". Erven available for sale in terms of Council's decision made on 25 February 2021 under item 11.1.8 (by closed bid sale): • Erf 9603 ("institutional" and occupied by informal households) • Erf 9456 ("general residential" and occupied by informal households)
42	Ext 38	Swk (located in Mondesa)	19 for staff	Council approved the sale of this township to National Housing Enterprise. On 30 July 2026 under item 11.1.3 Council approved the conditions of sale and the purchase price.

	Extension	Township	No of Erven	Comments
43	Ext 40	Swk (located in Mondesa)	254 n/a at this stage	Wag Daar A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation. Housing Section reserved the following erven for emergency situations: Erven 10069, 10070, 10071, 10245, 10246, 10247, 10269, 10308, 10320, 10205, 10307 and 10186.
44	Ext 41	Swk (located in Mondesa)	276 n/a at this stage	Wag Daar A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation. Services installation will be considered as the installations to Extension 42 (below) is nearing completion (14 Aug 26).

	Extension	Township	No of Erven	Comments
45	Ext 42	Swk (located in Mondesa)	305 n/a at this stage.	Wag Daar A memorandum dated 15 May 2026 was issued to the EUE Department to confirm the services installations completion and cost per square meter. Once feedback is received a submission like that of 25 February 2021 will be tabled to Management Committee to ensure all relevant approvals are in place for possible available erven which can be considered for alienation. Housing Section reserved the following even for emergency situations: Erven 10800, 10801, 10802, 10803 and Erven 10822, 10838, 10839, 10799 and 10804. All erven zoned Gen Bus, Gen Res, Institutional, POS and LA are reserved for emergencies and relocation of residents from Trans Namib and Nam Power Servitudes. Reserved for Shack Dwellers Federation: Erven 10827, 10828 and 10829. Services installation is nearing completion (14 Aug 26).
46	Ext 43 Prt 182	Swk (located in Mondesa)	282	450 erven are reserved for 3 self-help saving groups:
47	Ext 44, Swk Prt 183	Swk (located in Mondesa)	312	•Harambee •Movement for Housing •Juntos Construction
48	Subdivision of Northern Wedge	14 portions	n/a	Council made decisions on 30 August 2021 , under item 11.1.15 and 27 January 2022 , under item 11.1.2 regarding the future development of the remaining land located to the north of the Matutura townships, informally known as the northern wedge.
49	River Plots Scheunemann Erven Erven 379, 402, 403, 404 & 410	Erven created: E 10956 E 10957 E 10958 E 10959 E 10960 Re E 10955	5	On 02 February 2022 Masiza Law Chambers was requested to attend to the registration of the <u>5 erven created by the subdivision of Erf 10955 and Remainder</u>. On 03 November 2023 Masiza Law Chambers was requested to attend to the registration of the

	Extension	Township	No of Erven	Comments
50	Consolidation of Erven 380, 411 and 448	Erf created: E 10964		consolidation of Erven 380, 411 and 448 into Erf 10964, Swakopmund, zoned "Private Open Space" (memo from EUE Department dated 01 November 2023). With reference to the subdivision of Erf 10955, Swakopmund (consolidation of Erven 379, 402, 403, 404 and 410, Swakopmund), no reply was received to our memo dated 31 January 2022 and reminder dated 14 June 2024 and 04 November 2025 were issued to clarify which erven are available for sale. A reply/confirmation is required in order to execute Council's decision made on 30 January 2020 under 10.2. Layout attached as Annexure "H".
51	Registration of 7 Farms - Aquaculture Area	Aquaculture Area	5	Layout attached as Annexure "I". Once the electrical cables registered as a servitude is removed/relocated the revised farm portions will be published for development proposals. Council reserved one farm as a convention centre and another is allocated in principle to Demshi Investment Holdings (Pty) Ltd as a data centre development, subject to the outcome of an independent environmental assessment.

	Extension	Township	No of Erven	Comments
52	Smallholdings		20	Being inundated with applications for agricultural land (smallholdings), on 30 September 2021 under item 11.1.13 Council passed the following decision regarding the future sale of remaining small holdings by public closed bid sale: "(a) That Council takes note of the need for Urban Agricultural Land. (b) That the applicants be informed that Council intends to install services to Portions 79 to 110 (portions of Portion 71) and once the services are completed, they will be invited to participate in the bidding process which will be open for all community members. (c) That the Engineering and Planning Services Department provides a timeline for the servicing of the smallholdings." Layout attached as Annexure "J".
53	Portion 96	Aquaculture Area	64	The development agreement is being signed. Once these privately owned erven are services Council will acquire 1/3 of all the erven zoned "single residential". Layout attached as Annexure "K".

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council takes note of the estimated number of erven which will become available in future pending registration and services installation as indicated below:

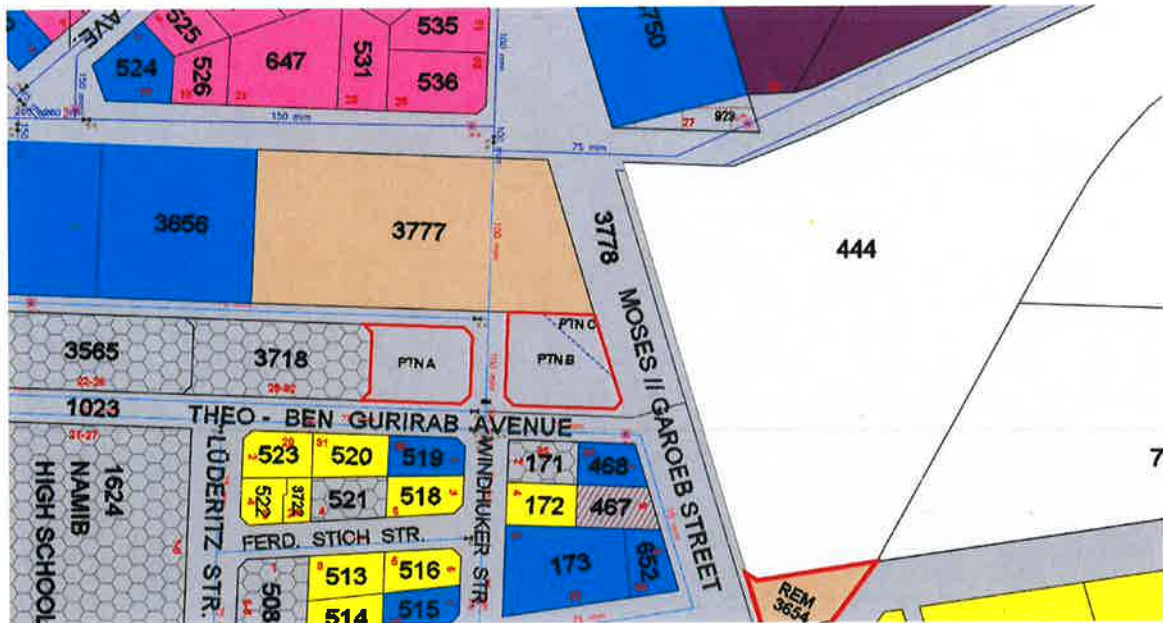
	Extension	Township	No of Erven
1	Swk Proper	Swk	2
2	Hage Geingob Square	Swk	116
3	Ext 1	Myl 4	0
4	Ext 2	Myl 4	62
5	Ext 9	Swk	3
6	Ext 14	Swk	0
7	Ext 15	Swk	5
8	Ext 1	Tam	1
9	Ext 3	Tam	20
10	Ext 1	Matutura	8
11	Ext 2	Matutura	14
12	Ext 3	Matutura	84

	Extension	Township	No of Erven
13	Ext 4	Matutura	62
14	Ext 5	Matutura	22
15	Matutura Proper	Matutura	82
16	Ext 6	Matutura	6
17	Ext 7	Matutura	22
18	Ext 8	Matutura	232 n/a at this stage
19	Ext 9	Matutura	281 n/a at this stage
20	Ext 10	Matutura	678 n/a at this stage
21	Ext 11	Matutura	160 n/a at this stage
22	Ext 12	Matutura	4
23	Ext 13	Matutura	2
24	Ext 3	Mondesa	1
25	Ext 11	Mondesa	0
26	Ext 12	Mondesa	n/a
27	Ext 13	Mondesa	14
28	Ext 14, Mon Prt 184	Mondesa	313 n/a at this stage
29	Ext 24	Swk (located in Mondesa)	n/a at this stage
30	Ext 25	Swk (located in Mondesa)	n/a at this stage
31	Ext 27	Swk (located in Mondesa)	4
32	Ext 28	Swk (located in Mondesa)	247 n/a at this stage
33	Ext 29	Swk (located in Mondesa)	3
34	Ext 30	Swk (located in Mondesa)	283 n/a at this stage
35	Ext 31	Swk (located in Mondesa)	5
36	Ext 32	Swk (located in Kramersdorf)	78
37	Ext 33	Swk (located in Kramersdorf)	151
38	Ext 34	Swk (located in Matutura)	0
39	Ext 35	Swk (located in Matutura)	0
40	Ext 36	Swk (located in Kramersdorf)	167
41	Ext 37	Swk (located in Mondesa)	2
42	Ext 38	Swk (located in Mondesa)	19 for staff
43	Ext 40	Swk (located in Mondesa)	254 n/a at this stage
44	Ext 41	Swk (located in Mondesa)	276 n/a at this stage
45	Ext 42	Swk (located in Mondesa)	305 n/a at this stage.

	Extension	Township	No of Erven
46	Ext 43 Prt 182	Swk (located in Mondesa)	282
47	Ext 44, Swk Prt 183	Swk (located in Mondesa)	312
48	Subdivision of Northern Wedge	14 portions	n/a
49	River Plots Scheunemann Erven Erven 379, 402, 403, 404 & 410	Erven created: E 10956 E 10957 E 10958 E 10959 E 10960 Re E 10955	5
50	Consolidation of Erven 380, 411 and 448	Erf created: E 10964	
51	Registration of 7 Farms - Aquaculture Area	Aquaculture Area	5
52	Smallholdings		20
53	Portion 96	Aquaculture Area	64

ANNEXURE "A"

These erven are zoned "Street" and are located at the corner of Theo-Ben Gurirab Avenue and Moses //Garoeb Street along Moses //Garoeb Street, respectively.



The following statutory processes have been finalized:

- Subdivision of **Erf 1023, Swakopmund** into the following Portions and closure thereof as "street":
 - ↳ Portion A (Erf 11572)
 - ↳ Portion B (Erf 11573)
 - ↳ Re Erf 1023
- Rezoning of Portions A (Erf 11572) and B (Erf 11573) from "street" to "general business" with a bulk of 2
- Subdivision of **Erf 3778, Swakopmund** into the following Portions and closure thereof as "street":
 - ↳ Portion C (Erf 11574)
 - ↳ Re Erf 3778
- Rezoning of Portion C (Erf 11574) from "street" to "general business" with a bulk of 2
- Consolidation of Portion B (Erf 11573) and C (Erf 11574) into **Erf 11575**

ANNEXURE "B"**Subdivision and Services Installation to Erf 4520, Swakopmund – Business Zoning****1.1 Council Resolutions****11.1.18 APPLICATION FOR SUBDIVISION OF ERF 4520, SWAKOPMUND, INTO 6 PORTIONS AND REMAINDER**

(C/M 2015/09/24 – E4520)

RESOLVED:

- (a) That the subdivision of Erf 4520, Swakopmund, into 6 Portions and Remainder as per the attached plan be approved.
- (b) That the Engineering Services Department determines the correct zonings of the individual portions once the subdivision has been completed.
- (c) That permission be granted to the General Manager: Engineering Services to proceed with the installation of services.

11.1.12 APPLICATION BY ONESIAN TRADING CC TO PURCHASE PORTIONS OF SUBDIVISION OF ERF 4520, VINETA, SWAKOPMUND TO DEVELOP RESIDENTIAL FLATS

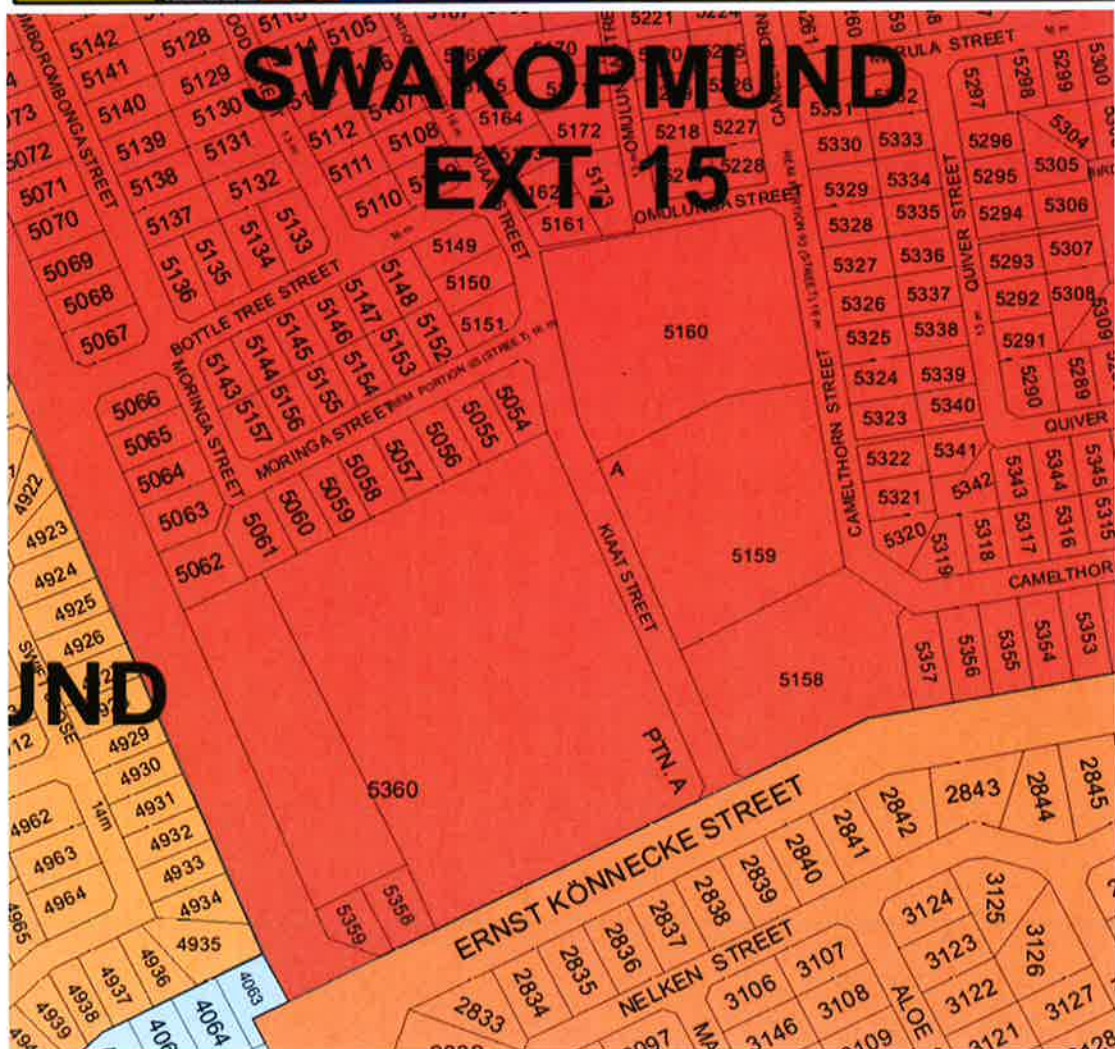
(C/M 2018/10/25) – E 4520)

RESOLVED:

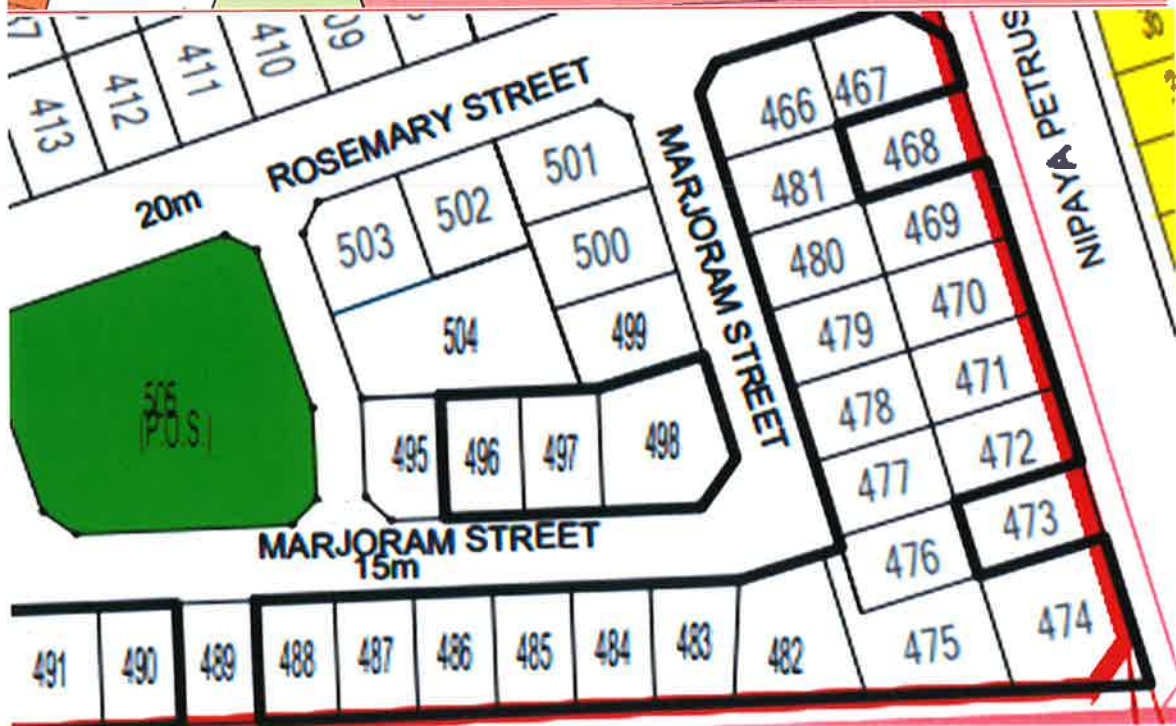
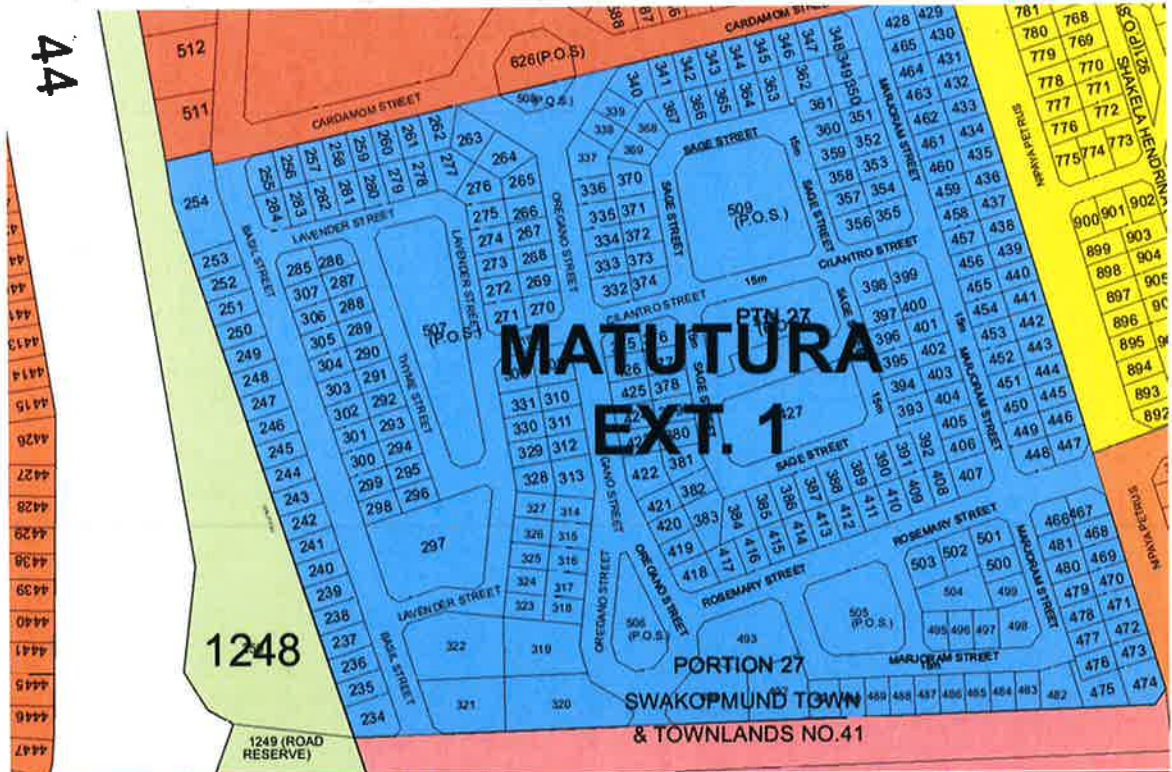
CO: P
Acting GM: CS&MR

- (a) That the application of Messrs Onesian Trading CC to purchase Portion D and E of the subdivision of Erf 4520, Swakopmund to develop residential flats not be approved as Council does not reserve land for future sale transactions.
- (b) That Messrs Onesian Trading CC be informed that in terms of the Property Policy, Council does not reserve land to the public for future purchase.
- (c) That Council remains with its decision passed on 26 January 2017 under item 11.1.2:
 - (a) That Council remains with its decision passed on 27 October 2016 under item 11.1.20.
 - (b) That no new applications for land be entertained in Extensions that are planned but not serviced.
 - (c) That it be recorded that point (b) above is only applicable to residential and business erven.
- (d) That 2 (two) General Residential 1 and 2 (two) Local Business created by the subdivision of Erf 4520, Swakopmund be offered to the public by closed sale at an upset price to be determined once the statutory processes are finalized.

1.2 Map

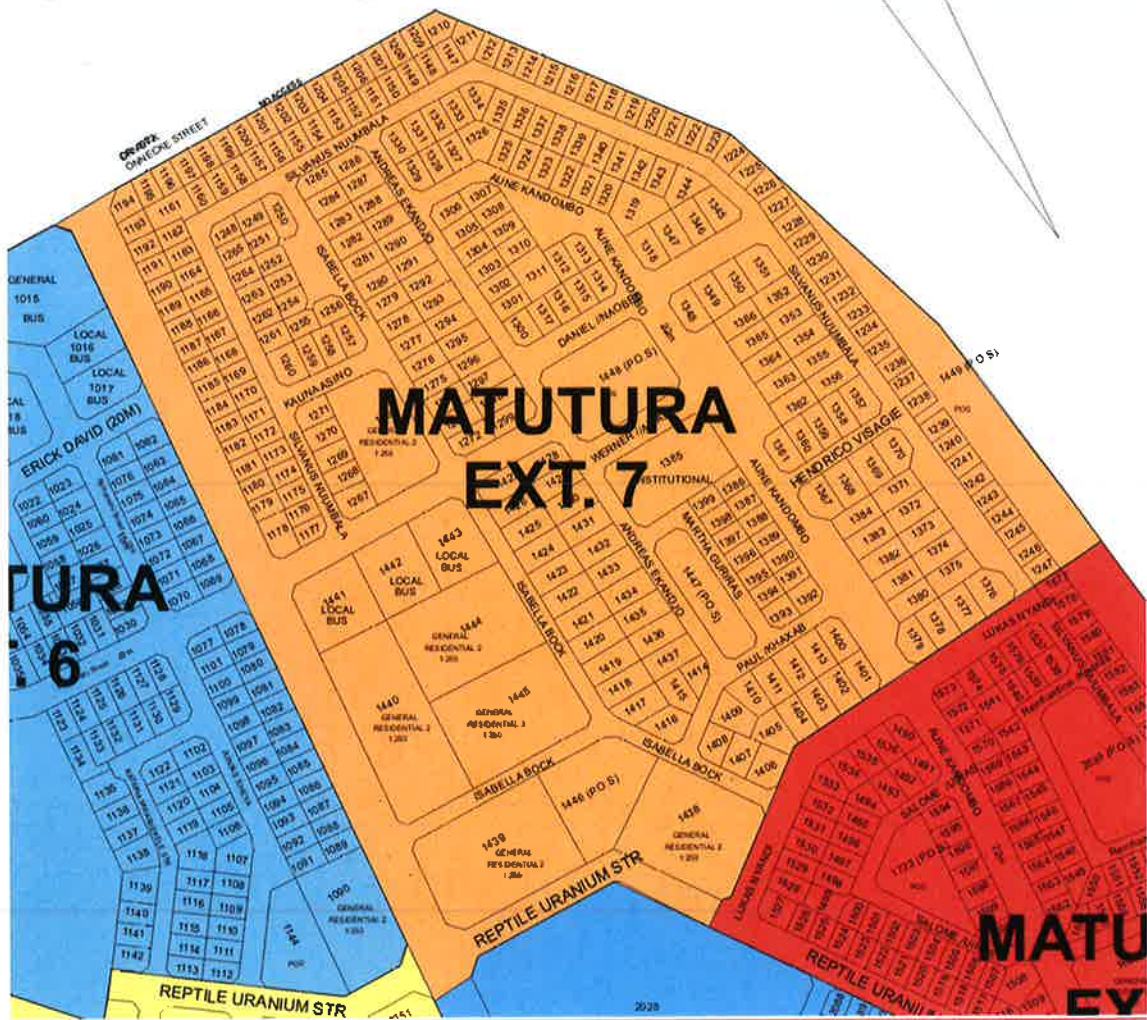


44



[illegible]

ANNEXURE "F"
ERVEN 1144 AND 1145



SWAKOPMUND EXT. 41

SWAKOPMUND EXT. 42

SWAKOPMUND EXT. 28

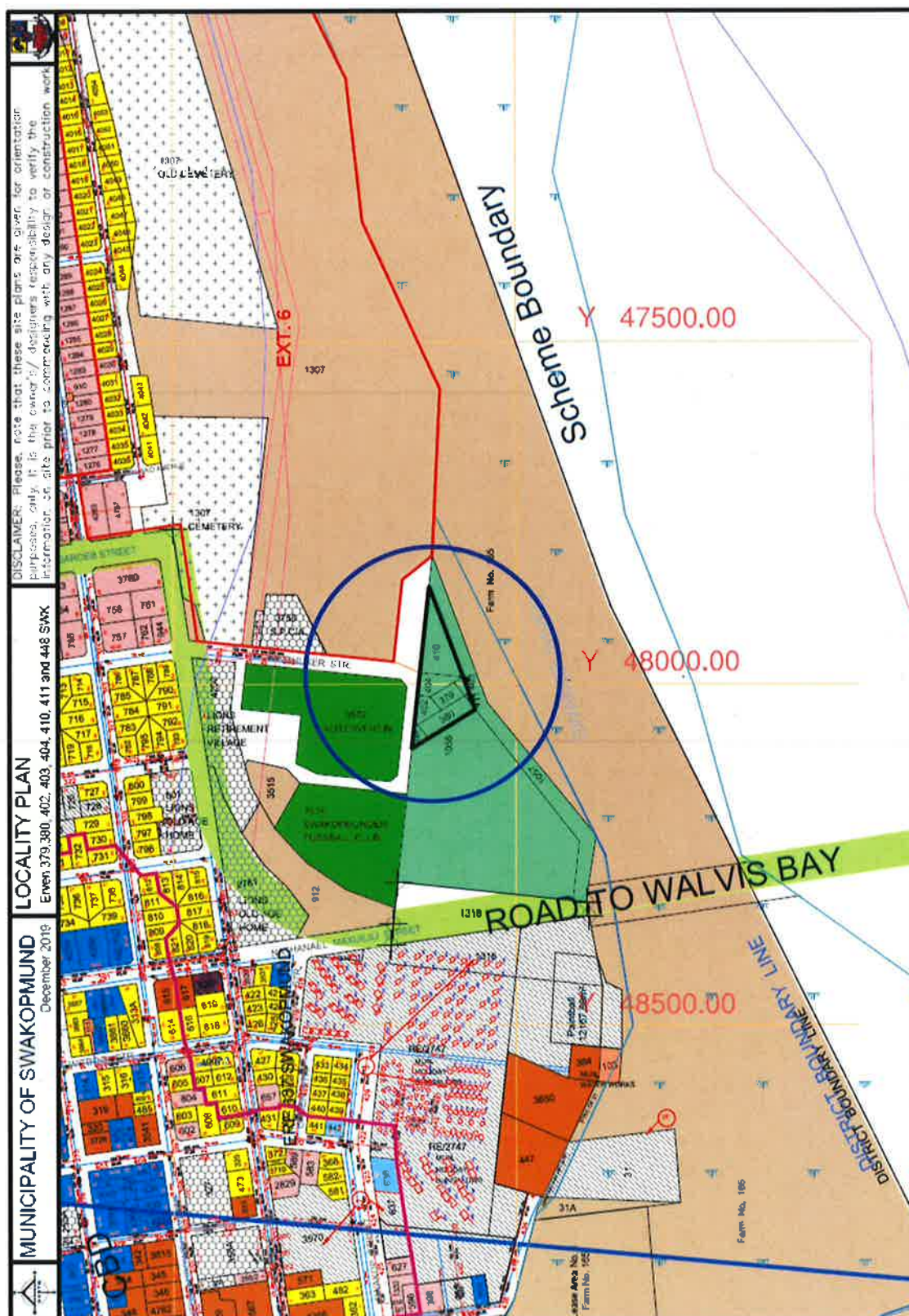
SWAKOPMUND EXT. 27

SWAKOPMUND EXT. 26

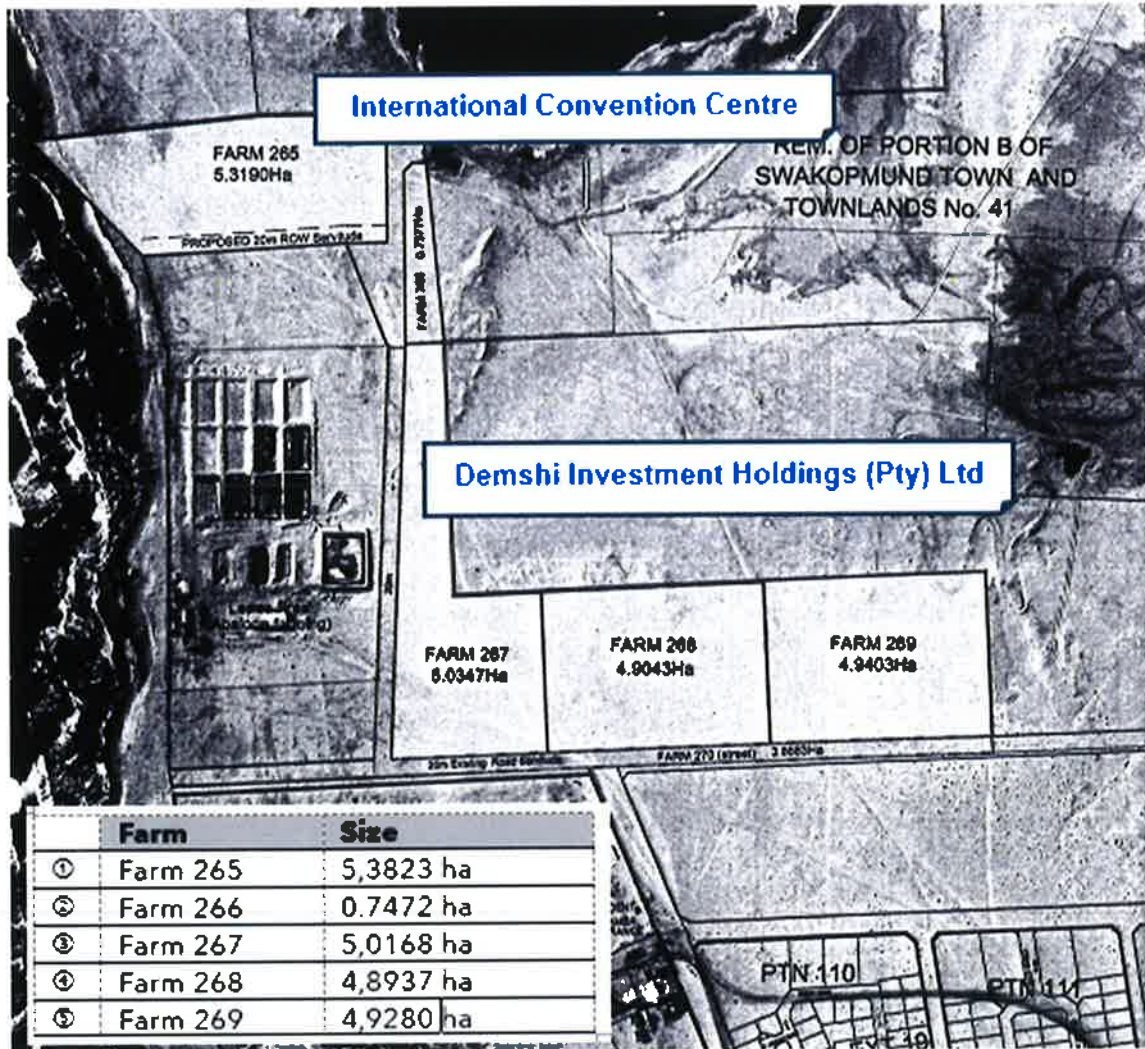
ONDESA EXT. 9

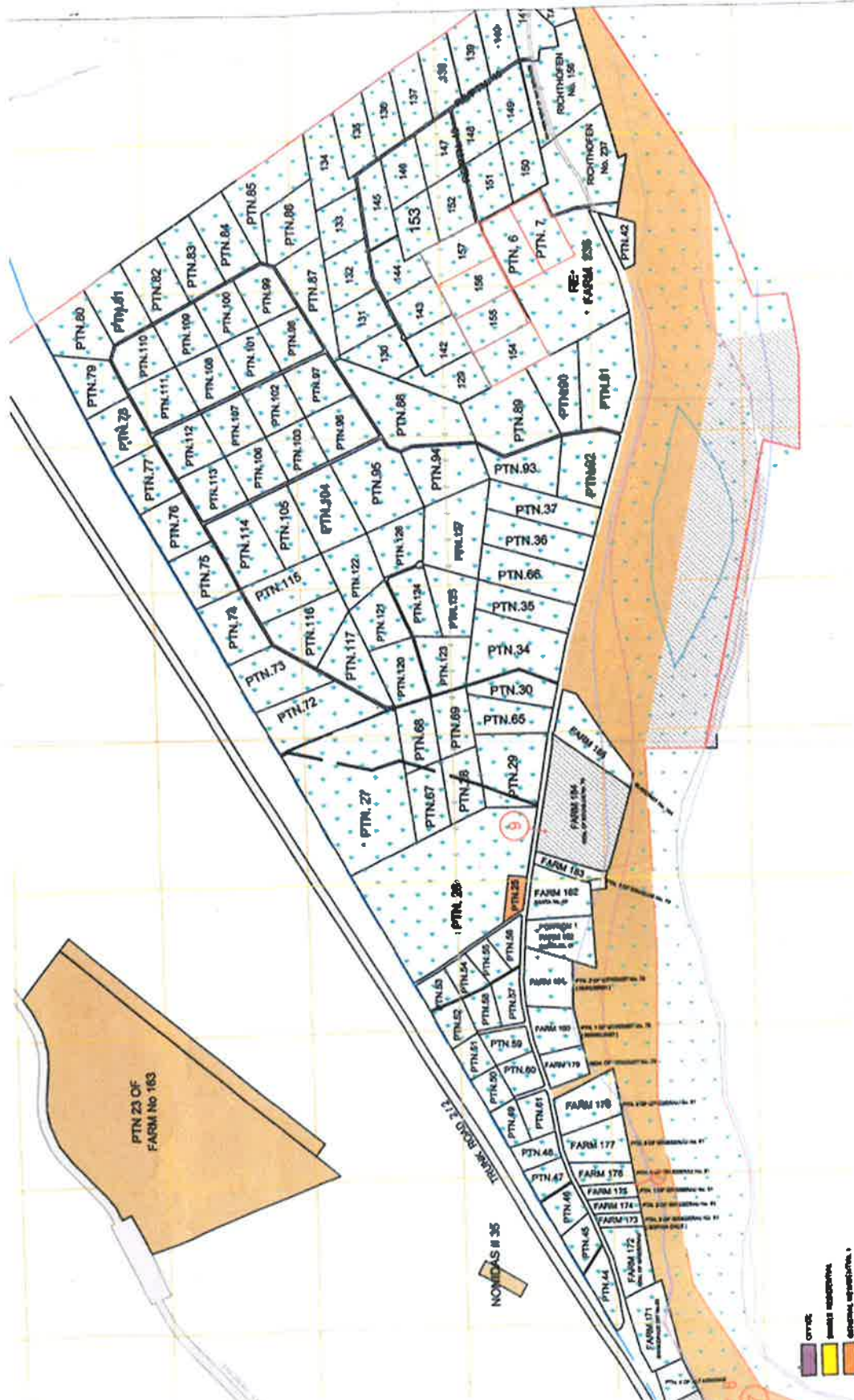
PTN 184

ANNEXURE "H"



ANNEXURE "I"
AQUACULTURE FARMS





1/3 ERVEN TO BE TRANSFERRED TO COUNCIL:

Erf #	Size m²	Zoning
3	589	Single Residential
6	484	Single Residential
9	401	Single Residential
12	401	Single Residential
15	401	Single Residential
18	401	Single Residential
21	401	Single Residential
24	401	Single Residential
27	401	Single Residential
30	401	Single Residential
33	372	Single Residential
36	401	Single Residential
39	401	Single Residential
42	401	Single Residential
45	401	Single Residential
48	401	Single Residential
51	401	Single Residential
54	401	Single Residential
57	401	Single Residential
60	401	Single Residential
63	401	Single Residential
66	401	Single Residential
69	401	Single Residential
72	401	Single Residential
75	388	Single Residential
78	401	Single Residential
81	401	Single Residential
84	401	Single Residential
87	401	Single Residential
90	363	Single Residential
93	384	Single Residential
96	384	Single Residential
99	384	Single Residential
102	384	Single Residential
105	372	Single Residential
108	384	Single Residential
111	384	Single Residential
114	384	Single Residential
117	413	Single Residential
120	384	Single Residential
123	384	Single Residential
126	384	Single Residential
129	384	Single Residential
132	372	Single Residential
135	384	Single Residential
138	384	Single Residential
141	384	Single Residential
144	384	Single Residential
147	367	Single Residential
150	367	Single Residential
153	367	Single Residential
156	367	Single Residential
159	355	Single Residential
162	367	Single Residential
165	367	Single Residential
168	367	Single Residential
171	367	Single Residential
174	420	Single Residential
177	409	Single Residential
180	396	Single Residential
183	651	Single Residential
186	4 201	General Residential 1
189	5 066	General Residential 1

11.1.13 **REQUEST FOR APPROVAL OF 15% DISCOUNT - BOOKING NO. 226197 - 2026 NAMIBIAN CHORAL FESTIVAL**
(C/M 2026/10/01 - 15/2/7/1/2)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 8.6 page 76 refers.

A. This item was submitted to the Management Committee for consideration:

1. INTRODUCTION

The purpose of this submission is to request the Management Committee's approval for an exceptional 15% discount on Booking No. 226197, made by IMBA Namibia (Namibia Choral and Music Development Initiative) for accommodation at the Swakopmund Municipal Rest Camp in connection with the 2026 Namibian Choral Festival (**Annexure A**).

2. BACKGROUND

IMBA Namibia is organising the 2026 Namibian Choral Festival, scheduled to take place in Swakopmund from **30 October 2026 - 1 November 2026**.

The festival is a national cultural initiative aimed at bringing together youth and adult choirs from various regions of Namibia. It seeks to promote cultural exchange, music education, mentorship, youth development and national unity through choral music.

In preparation for the event, IMBA Namibia made Booking No. 226197 for accommodation comprising eight Spitzkoppe Rest Houses and one Fish Unit at the Swakopmund Municipal Rest Camp.

Each Spitzkoppe Rest House accommodates up to six (6) persons, providing accommodation for 48 persons, while the Fish Unit accommodates 2 persons, resulting in a total accommodation capacity of 50 persons.

The total value of the booking is **N\$16,638.00**.

3. DISCUSSION:

The accommodation period includes a weekend, during which the Municipality does not grant discount. Considering the national and cultural significance of the festival, its focus on youth development and cultural exchange, and the potential economic benefit to Swakopmund, it is proposed that an exceptional 15% discount be considered.

The discount is specifically applicable to Booking No. 226197 (**Annexure B**) and should not be regarded as a general amendment to the Municipality's practice regarding weekend discounts.

Description	Amount (N\$)
Original booking value	16,638.00
15% discount	(2,495.70)
Revised amount payable	14,142.30

The Municipality would forego **N\$2,495.70** in accommodation revenue should the proposed discount be approved.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That an exceptional 15% discount of N\$2,495.70 be approved on Booking No. 226197 made by IMBA Namibia for the 2026 Namibian Choral Festival.
 - (b) That the revised amount payable of N\$14,142.30 be approved, based on the original booking value of N\$16,638.00.
 - (c) That the discount be granted for eight (8) Spitzkoppe Rest Houses and one (1) Fish Unit, accommodating a maximum of 50 persons, subject to the booking remaining unchanged, including the number of units and persons.
 - (d) That the approval be specific to Booking No. 226197 for the 2026 Namibian Choral Festival, and that IMBA Namibia does not make any changes to the booking if the approved discount is to remain applicable.
-

IMBA NAMIBIA**Namibian Choral and Music Development Initiative**

11 August 2026

The Chief Executive Officer
Municipality of Swakopmund
P.O. Box 53
Swakopmund
Namibia

**Subject: Request for Accommodation Support for
Participating Choirs During the 2026 Namibian
Choral Festival**

Dear Sir/Madam,

On behalf of **IMBA Namibia (Namibian Choral and Music Development Initiative)**, I write to respectfully request the support of the Municipality of Swakopmund in providing accommodation assistance for participating choirs during the 2026 Namibian Choral Festival, scheduled to take place during the first weekend of November 2026 in Walvis Bay and Swakopmund.

The Namibian Choral Festival is a national cultural and educational initiative that brings together youth and adult choirs from across Namibia. The festival aims to promote music education, preserve and celebrate our cultural heritage, develop young musical talent, and foster unity through choral music. We anticipate the participation of choirs representing various regions of the country, many of whom travel long distances and

have limited financial resources.

We kindly request that the Municipality consider making available accommodation facilities under its administration, or any other suitable municipal accommodation, for approximately **180 choristers, conductors, and festival officials** for the period:

- **Check-in:** Friday, 6 November 2026
- **Check-out:** Sunday, 8 November 2026

The accommodation support would significantly reduce the financial burden on participating choirs and enable broader national participation in the festival. IMBA Namibia is committed to ensuring that all participants adhere to municipal regulations, maintain discipline, and respect the facilities provided.

This festival aligns with the broader national objectives of youth development, arts promotion, cultural preservation, and community engagement. By supporting this initiative, the Municipality of Swakopmund would be making a meaningful contribution toward the growth of Namibia's creative and cultural sector and the empowerment of young people through music.

We would be honoured to meet with your office at your convenience to provide any additional information required and to discuss the logistical arrangements in greater detail.

We sincerely thank you for considering our request and look forward to a favourable response.

Yours in Arts and Culture

O. Tjombe

Mr. Otniël Tjombe

Festival Coordinator

IMBA Namibia

Email: imba01@gmail.com

Cell: +264 81 229 7062

ANNEXURE B

Swakopmund Municipality Bungalows

Cnr Hendrik Witbooi & Swakop st, Swakopmund, Namibia

Phone: +264(64) 4104618/9 / +264(64) 4104621

Fax: +264(64) 4104130 E-mail: restcamp@swkmun.com.na

Tax Reg. No: VAT 0687546-01-5



Pro-Forma Invoice

Date	20 Aug 2026 16:02
Booking	228197.1
Reference	
Status	Provisional
Tax Number	
Staff	Eddie Khosrovi 1 of 2

Accounts: [6218695][226197 GAM] Imba Namibia

Detail	Exclusive	Standard (15%)	MTB Levy (2%)	Inclusive
Accommodation: 228197.1 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME112 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.20	N\$33.10	N\$1 936.00
Accommodation: 228197.2 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME113 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.30	N\$33.10	N\$1 936.00
Accommodation: 228197.3 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME114 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.30	N\$33.10	N\$1 936.00
Accommodation: 228197.4 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME115 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.38	N\$33.10	N\$1 936.00
Accommodation: 228197.5 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME116 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.20	N\$33.10	N\$1 936.00
Accommodation: 228197.6 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME117 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.20	N\$33.10	N\$1 936.00
Accommodation: 228197.7 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME118 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.20	N\$33.10	N\$1 936.00
Accommodation: 228197.8 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME119 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.30	N\$33.10	N\$1 936.00
Accommodation: 228197.9 BMB SPITZKOPPE, 7 days @ N\$866.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: AFRAME120 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$1 854.70	N\$348.30	N\$33.10	N\$1 936.00
Accommodation: 228197.31 BMB FISH, 2 days @ N\$575.00 per day Guest: Imba Namibia Tariff: Standard Guest Rate Unit: O/S#16 30 Oct 2026 — 1 Nov 2026, Adults: 4, Children: 0	N\$852.80	N\$147.44	N\$16.84	N\$1 017.00
Deposits schedule summary				
N\$7 744.00 by 20 Sep 2026				
N\$575.00 by 24 Sep 2026				
	N\$14 228.80	N\$3 123.84	N\$284.48	N\$14 637.12

VERY IMPORTANT:

1. Please read our Booking conditions.
2. Full payment is required for all reservations upon arrival.
3. Please take note of the deposit due date on your booking summary. Bookings will be deemed cancelled if no payment is received before or on that date.
4. In order to guarantee your reservation you have to fax /email your proof of payment with the NAME and BOOKING NUMBER clearly indicated.
5. Prices are subject to change without prior notice...
6. Cancellation rules :

+30 days before arrival	10% of booking value shall be forfeited
30-15 days before arrival	25% of booking value shall be forfeited
14-8 days before arrival	50% of booking value shall be forfeited
7-4 days before arrival	75% of booking value shall be forfeited
3-0 days before arrival	100% of booking value shall be forfeited
No Show	100% of booking value shall be forfeited
Early check-out	100% of credit on booking shall be forfeited
7. In cases of death, serious illnesses or circumstances beyond the client's control which might result in cancellation or early check-out a 10% Cancellation Fee is applicable
8. Office Hours: 7H00 - 22H00

BANKING DETAILS:

Municipality of Swakopmund (Bungalows)
 Account Number 62249603516
 First National Bank (NAMIBIA)
 Bank Code: 280472

NB!: ALL BANK CHARGES FOR GUESTS OWN ACCOUNT

11.1.14

APPLICATION TO CONSTRUCT A PUBLIC ABLUTION FACILITY
(C/M 2026/10/01 - E 2774)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.7** page **82** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is to present to Council a proposal made by the Salt Company (Pty) Ltd for the construction of a Public Toilet on Erf 2774.

2. Summary of attachments

Annexure "A"	:	<i>Locality & Position Map of the proposed Public Toilet</i>
Annexure "B"	:	<i>Initial application by Salt Company for the Public Toilet</i>
Annexure "C"	:	<i>Response and request for clarification from Council</i>
Annexure "D"	:	<i>Response to Council from Salt Company</i>

3. Application

Letter dated 16 March 2026 (See **Annexure B**) was received from the Salt Company (Pty) Ltd where the owner of the company offered to make a sufficient portion of the Erf 2774 available for a public toilet. It was also indicated that the Salt Company would attend to the cleaning of the facility and that the Council would be responsible for Maintenance.

Following this letter, to clarify the application before submitting to Council, the following questions were asked in letter sent to the Salt Company dated 3 June 2026 (See **Annexure C**). The following questions were asked to be clarified:

- *Who will be responsible to design and construct the facility.*
- *What is the parcel size of the land you are willing to allocate for this public toilet.*
- *Would you be willing to subdivide the parcel of land for the purpose of the public toilet.*

A response was received dated 6 July 2026 (See **Annexure D**) from the Salt Company. The response indicated that:

- *Salt Company will design and construct the public ablution facilities.*
- *The allocated size of the land will be approximately 3m x 3m.*
- *Land will remain the property of the Salt Company.*

Also indicated was that once the Salt Company has submitted designs to the Council the exact size will be better understood. The Salt Company reiterated that the Salt Company will attend to the cleaning of the facility but that repairs would have to be done by Council.

4. Discussion

The application appears to have originated from frustration experienced due to constant open urination against the property of the Salt Company. The Salt Company has made a gracious proposal to Council to design and construct such a facility at their expense. They have also made the proposal that they would attend to the cleaning of the facility. The minimum specification for cleaning purposes and monitoring of the facility will still need to be issued and monitored by the Health & Solid Waste Management department.

Maintenance of such a facility is generally expensive with constant vandalism and theft by various individuals. However considering the benefit it would bring to the area and the public, the cost is justified. It would be difficult to attribute a specific cost at this point as no detail designs have been submitted to date.

Besides for maintenance costs, there is little to no risk for Council. If Council provides approval for the initiative, it is estimated that a period of not more than three months would be required to finalise the designs, plan submissions and approvals. This would likely be followed by a two-to-three-month construction period.

As indicated in the application, the Salt Company is willing to attend to the design and construction of the facility. It is however advisable that a minimum size of the facility be decided upon by Council and type of sanitary installation be specified. It is advised that the facility includes the following minimum features:

- *That the facility includes a male & female portion separately with separate entrances.*
- *Wheelchair access must be possible with sufficient space and accessibility fittings in one of the toilets to accommodate a person in a wheelchair.*
- *Female side to include at least two toilets' cubicles and two hand wash basins.*
- *The Male side the include at least one toilet, one urinal and two hand wash basins.*
- *The fittings and materials used to be basic, easily obtainable items.*
- *The Council will install the water meter and cover the costs of the water supply.*
- *That no electrical supply be included. Only sufficient windows to provide natural lighting.*
- *No special paints, finishes. Floors to be concrete with a steel floated finish.*
- *That a submission be made for a standard Building Permit to the Building Control division of the Engineering, Urban Development and Environmental Management department to review the conformation to standards and the prerequisites above.*

Taking into consideration that there is a constant problem with vandalism, theft and illegal nightly occupation by vandals, it is recommended that the facility be opened 7:00 in the mornings and closed at 18:00 in the evenings. The area is relatively empty after 18:00 in the evenings with few businesses open during the evenings.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council takes note and acknowledges the application from the Salt Company (Pty) Ltd for the proposal to construct a public ablution facility on Erf 2774.
 - (b) That Council approves the concept proposal that the Salt Company constructs the public ablution facility on Erf 2774 at their costs.
 - (c) Council approves the proposal that the cleaning will be done by the Salt Company to the specification & supervision of the Health & Solid Waste Management department.
 - (d) That Council attend to the maintenance requirements of the facility and maintain the appearance of the building to an acceptable standard.
 - (e) That the facility includes the following minimum features:
 - (i) That the facility includes a male & female portion separately with separate entrances.
 - (ii) Wheelchair access must be possible with sufficient space and accessibility fittings in one of the toilets to accommodate a person in a wheelchair.
 - (iii) Female side to include at least two toilets' cubicles and two hand wash basins.
 - (iv) The Male side to include at least one toilet, one urinal and two hand wash basins.
 - (v) The fittings and materials used to be basic, easily obtainable items.
 - (vi) The Council will install the water meter and cover the costs of the water supply.
 - (vii) That no electrical supply be included. Only sufficient windows to provide natural lighting.
 - (viii) No special paints, finishes. Floors to be concrete with a steel floated finish.
 - (ix) That a submission be made for a standard Building Permit to the Building Control division of the Engineering, Urban Development and Environmental Management department to review the conformation to standards and the prerequisites above.
 - (f) That the public ablutions be accessible from the street.
 - (g) That the public ablution facility on Erf 2774 be opened to the public Monday to Friday from 7:00 in the morning and closed at 18:00 in the evenings.
-

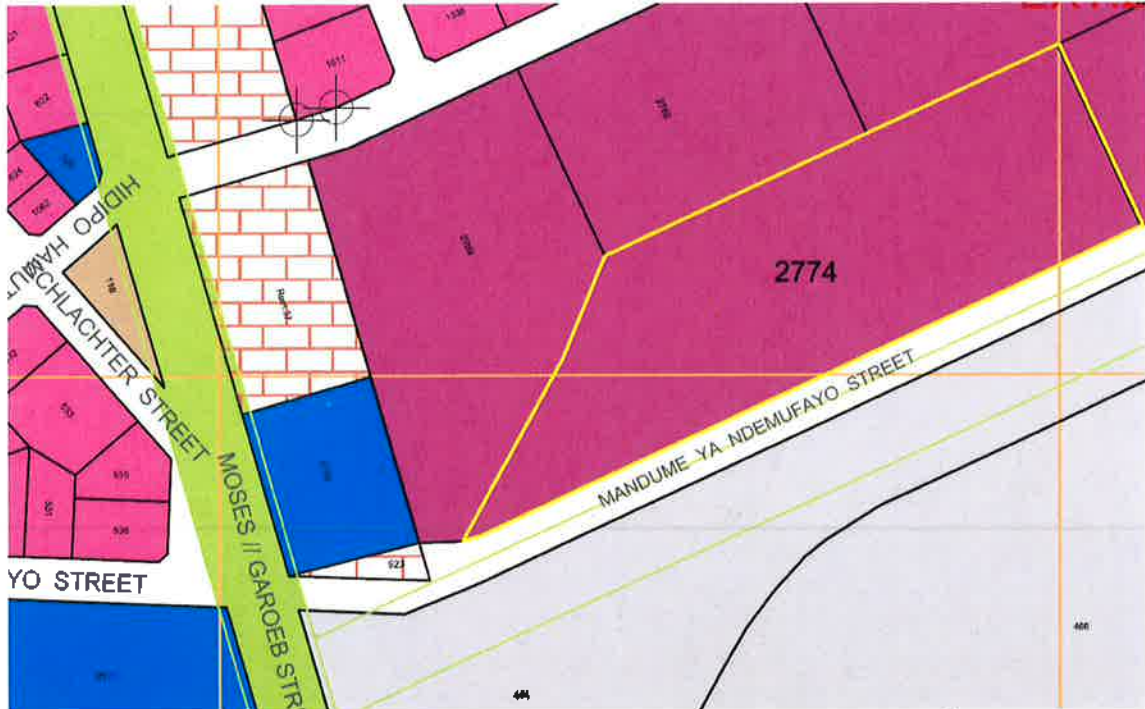
ANNEXURE A

Figure 1 (Above): locality map of Erf 2774, Salt Works (Pty) Ltd



Figure 2 (Above): Proposed position of donated public toilet

SALT COMPANY (PTY) LTD

Municipality of Swakopmund
Namibia
Tel: +264 64 410 4111

16 March 2026

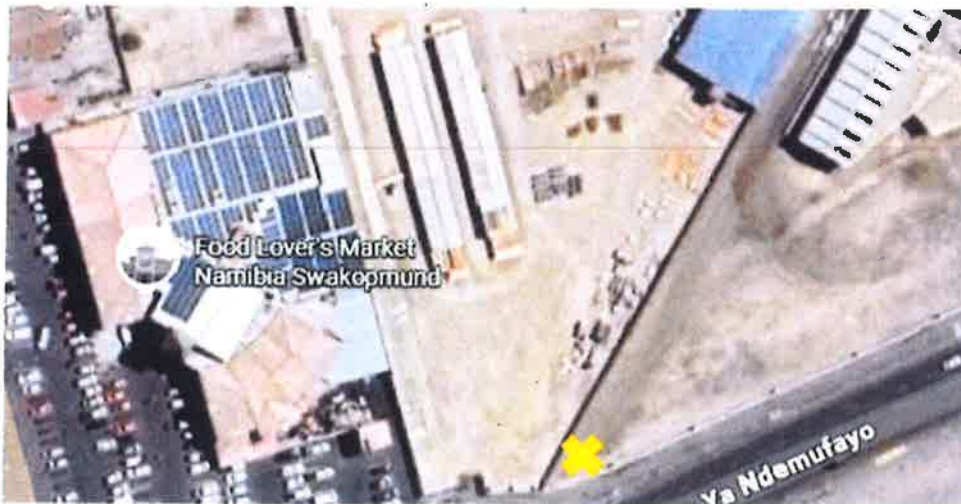
PUBLIC ABLUTION FACILITY



To whom it may concern,

Salt Company (Pty) Ltd are willing to provide a sufficient portion in the corner of Erf 2774 to Swakopmund Municipality for public ablution facility.

Erf 2774 are situated at 31 Mandume Ya Ndemufayo street and borders with erf of WB Hardware.



The current situation is a hygiene and health hazard, and Salt Company hope to improve the situation with this initiative.

Salt Company (Pty) Ltd are willing to do the cleaning of the public bathrooms when needed but will not be responsible for the maintenance and upkeep of the ablution facilities.

Salt Company (Pty) Ltd
PO Box 42, Swakopmund, NAMIBIA
31 Mandume Ya Ndemufayo Street
Tel: +264 64 402611 Fax: +264 64 405414
e-mail: saltco1@gfot.com.na

DIRECTORS: D. KLEIN, D.D KLEIN



SALT COMPANY (PTY) LTD

We had something similar in mind which will minimize building expenses, maintenance costs and vandalism, but will still be effective.



Kind Regards,

A handwritten signature in black ink, appearing to read 'Detlef Klein'.

Detlef Klein
Managing Director

Salt Company (Pty) Ltd
PO Box 42, Swakopmund, NAMIBIA
31 Mandume Ya Ndemufayo Street
Tel: +264 84 402611 Fax: +264 84 405414
e-mail: saltco1@afol.com.na

DIRECTORS: D. KLEIN, D.D KLEIN





+264 84 410 4111 | swkmun@swkmun.com.na | P.O. Box 53, Swakopmund, Namibia

Ref. E 2774

Enquiries: Andre' Louw

03 June 2026

Salt Company (Pty) Ltd
P.O. Box 42
Swakopmund
13001
Namibia

saltco1@afolo.com.na

Attention: Detlef Klein

RE: PUBLIC ABLUTION FACILITY

Reference is made to letter received from yourself dated 16 March 2026.

Your letter indicates that the Salt Company would be willing to allocate a portion of Erf 2774 for the construction of a Public Ablution facility. It indicates that the Salt Company would clear the facility but not maintain it.

Any such proposal must be forwarded to Council to deliberate upon, to set the conditions and to allocate budgets. For such a submission to be made to Council, please provide clarification on the following:

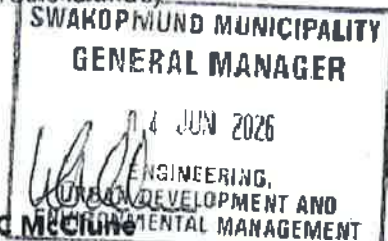
- Who will be responsible to design and construct the facility.
- What is the parcel size of the land you are willing to allocate for this public toilet.
- Would you be willing to subdivide the parcel of land for the purpose of the public toilet.

When you provide feedback on the matter, internal discussions can be made and a submission made to Council with potential layouts and cost estimates for consideration by Council.

Your pro-active proposal and offer are acknowledged and appreciated. Your feedback is imperative. As it stands now your letter forwarded leaves us with little to work with.

For further information, kindly contact the Manager Building Control & Design Office: Mr. Andre' Louw at 064 410 4402 / 081 124 9234 or email at alouw@swkmun.com.na

Yours faithfully,



General Manager: Engineering, Urban Development & Environmental Management

AL/PP/en

SALT COMPANY (PTY) LTD

Municipality of Swakopmund
Namibia
Tel: +264 64 410 4111

06 July 2026

PUBLIC ABLUTION FACILITY

Mr. McClune,

We refer to your letter dating 03 June 2026.

We would like to provide clarification on the three points as you requested.

- Salt Company will design and construct the public ablution facilities.
- The allocated size of the land will be approximately 3m x 2m.
- Land will remain the property of Salt Company.

Once we receive approval from Swakopmund Municipality, we will appoint an architect for the design of male and female ablution facilities, and an accurate size of the land will then be given to Swakopmund Municipality.

As stated in our letter from 16 March 2026, Salt Company will do the cleaning of the facilities, but Swakopmund Municipality will be responsible for the maintenance and upkeep of the facilities.

Kind Regards,



Detlef Klein
Managing Director

Salt Company (Pty) Ltd
PO Box 42, Swakopmund, NAMIBIA
31 Mandume Ya Ndemufayo Street
Tel: +264 64 402611 Fax: +264 64 405414
e-mail: saltco1@aol.com.na

DIRECTORS: D. KLEIN, D.D KLEIN





+264 64 410 4111 | swkmun@swkmun.com.na | P.O. Box 53, Swakopmund, Namibia

Ref: E 2774

Enquiries: Andre' Louw

21 July 2026

Salt Company (Pty) Ltd
P.O. Box 42
Swakopmund
Namibia
13001

saltco1@afolo.com.na

Attention: Detlef Klein

PUBLIC ABLUTION FACILITY

Reference is made to letter received dated **5th July 2026**.

Your proposal made is better understood with the clarification provided in your last correspondence. See **Annexure A**. The matter will have to be submitted to Council through the standard procedure to obtain a resolution on the proposal.

The submission will be made in due time and to obtain a resolution will take approximately 4 months. Once the resolution is obtained, a follow up correspondence will be forwarded. The procedure to follow at that stage will be communicated to you.

For further information, kindly contact the Manager Building Control & Design Office: Mr. Andre' Louw at 064 410 4402 / 081 124 9234 or email at alouw@swkmun.com.na

Yours faithfully

SWAKOPMUND MUNICIPALITY
GENERAL MANAGER

[Signature]
20/7/26

Clarence McClune

General Manager: Engineering, Urban Development and Environmental

Management

AL/en



11.1.15 **REQUEST FOR SPONSORSHIP - ART EXHIBITION HOSTED BY THE ARTS ASSOCIATION SWAKOPMUND**
(C/M 2026/10/01 - 3/15/1/1)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.8** page **91** refers.

A. This item was submitted to the Management Committee for consideration:

1. Background

Ms Imke Kuntzsch submitted a sponsorship application to the Municipality of Swakopmund requesting financial assistance towards the upcoming art exhibition, which will be hosted by the Arts Association Swakopmund.

The exhibition, themed "**Fibonacci (Golden Spiral)**", will officially open on **3 October 2026** at the **Woermannhaus Art Gallery, Swakopmund**, and will run until **3 November 2026**. The exhibition aims to showcase original artwork while promoting creativity, cultural appreciation and artistic expression within the Swakopmund community.

According to the applicant, the exhibition will:

- *Bring together members of the community through art and cultural engagement.*
- *Encourage creativity, reflection and emotional well-being.*
- *Attract visitors to Swakopmund, thereby supporting local businesses such as hotels, restaurants and other tourism-related enterprises.*
- *Promote inclusivity by encouraging dialogue and providing a platform for diverse artistic expression.*

The applicant further indicated that the Municipality will receive recognition through:

- *An invitation extended to Her Worship the Mayor to officially open the exhibition and deliver welcoming remarks, subject to availability.*
- *Official acknowledgement of the Municipality's sponsorship on promotional material and social media platforms.*

2. Request

Ms Imke Kuntzsch requested sponsorship in the amount of **N\$11 687.12** towards the framing of eight (8) artworks to be displayed during the exhibition. A quotation from **Frame Worx** amounting to **N\$11 687.12** was submitted in support of the application.

In terms of the Council's Sponsorship and Donation Policy, the maximum financial contribution that may be approved for an individual is **N\$10 000.00**, as provided for under Clause 6.1 of the Policy. Consequently, the Sponsorship Committee is unable to approve the full amount of **N\$11 687.12** requested by the applicant.

3. Discussion

The proposed exhibition promotes arts and culture within the Municipality of Swakopmund and provides an opportunity to support local artists while contributing to tourism, community participation and cultural development.

The requested sponsorship will assist the applicant with the framing of eight artworks, thereby contributing to the successful presentation of the exhibition. Furthermore, the Municipality will receive positive publicity through official acknowledgement during the exhibition and recognition on promotional material and social media platforms.

This item was discussed at the Sponsorship Committee meeting on **22 July 2026** and a sponsorship of **N\$10 000.00** was approved towards the framing of artworks for the **"Fibonacci (Golden Spiral)" Art Exhibition**. It was proposed the applicant be responsible for the outstanding balance of **N\$1 687.12**.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That the Management Committee approves sponsorship of **N\$10,000.00** towards the framing of artworks for the **"Fibonacci (Golden Spiral)" Art Exhibition**, to be held at the **Woermannhaus Art Gallery, Swakopmund**, from **3 October to 3 November 2026**.
 - (b) That the applicant be responsible for the outstanding balance of **N\$1 687.12**.
 - (c) That the funds be defrayed from the **Corporate Services Publicity Vote: 150515533000**, where **N\$192,217.00** are available.
-



+264 64 410 4218 | swkmun@swk.na | P.O. Box 93, Swakopmund, Namibia

SPONSORSHIP & DONATION APPLICATION FORM

ALL APPLICATIONS FOR SPONSORSHIP/DONATION MUST BE SUBMITTED AT LEAST 60 DAYS (2 MONTHS) PRIOR TO THE SCHEDULED PROJECT OR EVENT.

Applicant Details			
Name: (Individual/Organization)		Imke Kuntzsch	
Address: (Full address)		Postal Address	P.O. Box 383, Swakopmund
		Residential or Business Address	25 Palm Gardens, Daniel Jongsomero Str. Swakopmund
Contact person Details			
Name:		Imke Kuntzsch	
Position held in Organization:		N/A (Private Application)	
Cell:	081 446 3903	Tel:	064 81 446 3903
Email:	puppa1405@gmail.com		
Total amount or resources requested			
Amount (N\$)	11687.12	Resources (List)	
Which sector is your event/request related to?			
Arts and Culture			
Indicate whether there will be entry fee(s) charged, or ticket(s) sold.			
Yes	☐	If yes indicate the Amount	N\$
No	☒		

Project Details <i>[Name and detail of the project, event, or activity]</i>
Art Exhibition hosted by Arts Association Swakopmund, produced by Imke Kuntzsch. The theme is Fibonacci (Golden Spiral) Date: 3 October - 3 November 2026. Opening to be confirmed, potentially 3 October 2026 @ 5pm
How does it contribute to the community's well-being, prosperity and/or sustainability?
① Exhibitions bring diverse community together, encouraging dialogues ② Exposure to art stimulates creativity, reflection and emotional release. ③ Exhibitions attract visitors, boosting local businesses such as hotels, restaurants. ④ Exhibitions can challenge inequality, amplify marginalized voices, and promote inclusive development.

How does it align with Municipality of Swakopmund values?
An art exhibition becomes a mirror of municipal values, it demonstrates integrity in governance, inclusiveness in representation and in innovation in cultural expression.

How will the Municipality of Swakopmund be recognized/benefits for its support?
① Her worship the Mayor will be invited to the opening and if available can give the welcoming remarks. ② Official recognition on social media and posters.

NOTE: Preference is given to individuals/groups/organizations that:

1. Are non-profit and can demonstrate community support & involvement.
2. Are working for the benefit of a wide range of stakeholders, in particular the youth, women, elderly, and the disabled within the community.
3. Can demonstrate how the money or in-kind donations are to be used and the expected outcome of the project/event.
4. Commit to acknowledging the Municipality of Swakopmund's contribution through the placement of various promotional banners, brochures, posters, and the Municipality of Swakopmund's logo on promotional material/clothing.
5. Commit to providing the Municipality of Swakopmund with letters, photos, and press review, that summarize the outcome and benefits of the project/event, within **30 days**, following the date of the event/project where applicable.

Excursions: Council will NOT consider nor support the application for:

1. Individuals, groups, organizations, projects, and other activities outside Namibia, or otherwise motivated.
2. Advertising and promotions, including advertising solicited on behalf of another organization.
3. Membership dues or school fees.
4. Reducing or donating the cost of rates and taxes on the municipal accounts.
5. Churches or other religious groups.
6. Labor or political organization or candidates for public office.
7. Corporate/family picnics and cocktail parties.
8. Fraternal associations.
9. Travel funds for trips, tours, or expeditions.
10. Organizations or programs that are sensitive, controversial, harmful, or pose a potential conflict of interest.
11. Professional fund-raisers working on behalf of an organizations.
12. Generic requests that may have been sent to various organizations - the "To whom it may concern" letter.
13. Additional funds for groups and organizations already under a multi-year Commitment.
14. Sponsorship request from groups or individuals who are not residing in Swakopmund and events or programs that are not hosted in Swakopmund and not beneficial to the community or economy of Swakopmund.

Mandatory documents to be attached:

1. The total budget or projected cost of the event.
2. A list of all project contributors, or partners and other sponsors/donor.
3. A list of personnel involved in running the project/event with proof of Swakopmund residency (Election voters' card, Municipal water bill etc..)
4. Proof of participation/invitation/registration letter.
5. Proof of grants from other sponsors.
6. Quotation for proposed of sponsorship/donation request.
7. Other documents that may support your application.

Declaration

I hereby declare that all the information I have provided on this application form is true and correct to the best of my knowledge. I understand that by submitting this application form does not mean that the Municipality of Swakopmund will sponsor or donate towards the project/event.

		25/06/2026
Name of Applicant	Signature of Applicant	Application Date



Picture Framing Specialists

Quotation

PROJECT Puppa Exhibition October

Name: Imke Kuntzsch, PO Box 383
 Address: 25 Palm Gardens, Daniel Tjongarero Street
 City: Swakopmund
 E-mail: puppa1405@gmail.com

Misc

Date: 11/06/2026
 Order No.: 425
 Contact: Suzaan vd Ryst
 Tel. no.: 0814303922

Qty	Description	Unit Price	TOTAL
8	Custom frames 560x890mm S206J Moulding Black core mat, 80mm window Acid free Foamcore backing	N\$ 1,460.89	N\$ 11,687.12
SubTotal			N\$ 11,687.12
Tax			
TOTAL			\$ 11,687.12

Payment Other

BANK: FNB Swakopmund
 CODE: 280472
 ACC. NO 62262083018
 BRANCH: Swakopmund

Office Use Only

Thank you for your business

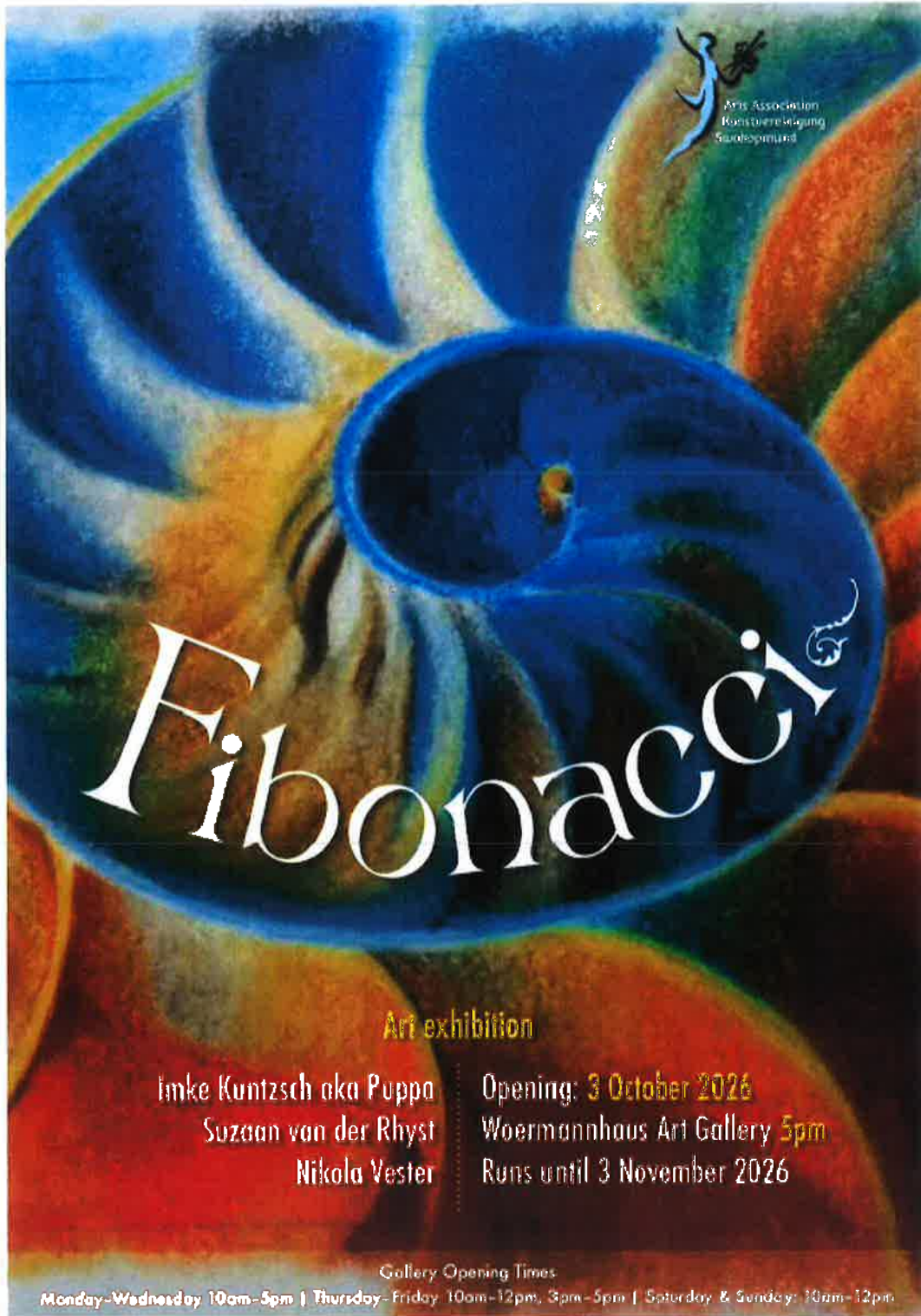
Exhibition Budget Table and identifies partners:

Category	Projected Cost	Notes/ Sponsors
Venue	N\$ 0	Hosted by Swakopmund Arts Association – on their premises / Imke Kuntzsch is a committee member
Materials (Framing)	N\$ 17677.10	Paintings need to be protected by frames.
Modest Catering	N\$ 500	Swakopmund Arts Association
Poster design and Marketing	N\$ 800	GeeArt
Total:	N\$ 18977.10	

Proof of Grants from other sponsors:

No external grants have been secured at this stage; sponsorship discussions are ongoing.





Art exhibition

Imke Kuntzsch aka Poppa
Suzaan van der Rhyst
Nikola Vester

Opening: 3 October 2026
Woermannhaus Art Gallery 5pm
Runs until 3 November 2026

Gallery Opening Times

Monday-Wednesday 10am-5pm | Thursday-Friday 10am-12pm, 3pm-5pm | Saturday & Sunday: 10am-12pm

11.1.16

APPLICATION FOR THE CONSENT TO OPERATE A RESIDENT OCCUPATION - FROZEN MEAT DISTRIBUTOR ON ERF 2883, SWAKOPMUND, EXTENSION 9
(C/M 2026/10/01 - E 2883)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum 8.9 page 99 refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for Council to consider the consent application to operate a Resident Occupation- Frozen Meat Distributor on Erf 2883, Swakopmund Extension 9, in terms of Clause 6 of the Swakopmund Zoning Scheme.

2. Introduction and Background

An application for the consent to operate a resident occupation - frozen meat distributor on Erf 2883, Swakopmund Extension 9, was received by the Town Planning Department from the owner. The application is attached as **Annexure A.**

Erf 2883, Swakopmund is zoned "single residential" with a density of 1 dwelling per 900m² and is located in Swakopmund Extension 9, within a predominately single residential area. Erf 2883, Swakopmund Extension 9 is located along Nelken Street.

3. Advertisement

The intention to apply for consent to operate a resident occupation for a frozen meat distributor on Erf 2883, Swakopmund Extension 9 was advertised on the 8th and 15th May 2026, in the Namib Times. A notice was further placed on-site and adjoining property owners, namely; Erven 2881, 2882, 2884, 28885, 3103, 3104 and 3105 Swakopmund Extension 9 were consulted and informed about the proposed consent.

An objection was received from the owner of Erf 2882, Swakopmund Extension 9. It is based on this objection; this application is being submitted to the Management Committee for consideration.

4. Discussion

1. Objection

The objector noted the kind of business being run by the applicant violates residential norms and disrupts peace. The objector alleges that the applicant uses blue death poison mixed with mince to lure and kill cats in the neighbourhood since the meat sold at the premises attracts cats and that in the process, they have lost two cats because of that act by the applicant.

The objector further stated that the meat is delivered by large cooler trucks which run their generators for extended periods, creating noise and disruption especially for the fact that they run a self-catering unit and Anandi guesthouse is located next door. They also raised a concern of high volume of people who come and collect their meat

and not knowing whether some of them are actually customers or potential perpetrators.

The applicant addressed the objections by stating that the frozen, vacuum-packed meat is delivered once every three months and that is when the noise, disturbance plus the high volume of traffic is slightly higher than usual. He added that the meat is already vacuum packed and sealed when it arrives at his premises meaning no meat processing or spillage of blood occurs at all and the resident is only used as a pickup point for the pre-ordered packs of meat.

The applicant states that the objector operates a self-catering unit on his erf and next door there is a very popular guest house which inherently hosts transient strangers daily and his low frequency pre-ordered pickup client base is far more predictable than a guesthouse. He says that in all the years they have been operational no incidents where neighbours felt unsafe or threatened and that other homeowners in the street have any problems with people who come collect their meat.

2. Evaluation

The application submitted for Special Consent to operate a Resident Occupation (Frozen Meat Distributor) on Erf 2883, Swakopmund Extension 9, has been thoroughly evaluated against the statutory requirements of the Swakopmund Zoning Scheme. Erf 2883, Swakopmund Extension 9 is situated along Nelken Street within a predominantly low-density residential neighbourhood zoned "single residential" with a density of 1 dwelling per 900 square meters. The primary objective of the single residential zoning classification is to safeguard quiet family living environments and preserve high levels of residential amenity, allowing commercial activities only under strict, highly limited, and non-intrusive parameters.

A critical statutory determination in this evaluation is whether the proposed commercial activity is in compliance with the definition of a "Resident Occupation" under Clause 1 of the Swakopmund Zoning Scheme. The "Resident Occupation" definition under point (x) explicitly dictates that products not manufactured or fabricated within the dwelling by the resident inhabitants may only be sold via catalogue sales and may strictly not be stocked for retail or distribution within the residence. The applicant's operational model relies entirely on receiving, storing in commercial freezers, and distributing bulk frozen meat products that are slaughtered, processed, and vacuum-sealed off-site by third-party commercial suppliers. Storing commercial volumes of off-site food inventory on a single residential property directly violates the resident occupation provisions. The Zoning Scheme provides no statutory allowance for Council to grant special consent for the bulk stocking of commercial off-site products within a single residential dwelling.

Furthermore, the introduction of a commercial distribution depot on Erf 2883, Swakopmund Extension 9 presents significant land-use incompatibility with the immediate neighbourhood fabric. While the applicant contends that bulk deliveries occur only once every three months, the arrival of heavy refrigerated trucks running generators on Nelken Street introduces unacceptable acoustic, environmental, and traffic disruptions. Nelken Street is engineered as a local residential

access street intended for light vehicular movement, not commercial freight logistics. The resulting noise and vehicular friction directly compromise the quiet enjoyment of surrounding homeowners and conflict with established, complementary consent uses in the immediate vicinity, such as the neighboring guesthouse and self-catering accommodation facilities, which depend heavily on a tranquil residential character to remain viable.

Evaluating the application strictly on objective planning principles reveals that the core operational impacts namely commercial freight deliveries, cold-storage operations, and customer collection movements remain inherently incompatible with a single residential zone.

Finally, granting approval for a bulk food distribution point under the umbrella of a "Resident Occupation" would establish an undesirable planning precedent. Allowing a commercial micro-distribution hub on Erf 2883, Swakopmund Extension 9 would severely compromise the integrity of the Single Residential zone, making it exceptionally difficult for Council to resist the incremental commercialization of other residential neighborhoods across Swakopmund. To maintain spatial order, enforce statutory scheme provisions, and protect the residential character of Swakopmund Extension 9, the application cannot be supported from a town planning perspective.

5. Conclusion

It is suggested that Council rejects the application by the owner of Erf 2883, Swakopmund Extension 9 for the operation of a resident occupation of frozen meat distributor on Erf 2883, Swakopmund Extension 9.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That the application for consent use to operate a resident occupation for frozen meat distribution on Erf 2883, Swakopmund Extension 9 be turned down.**
 - (b) That the objector be informed of this Council decision.**
 - (c) That the applicant be informed of this decision and of the rights to appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within 28 days in terms of Clause 8 of the Swakopmund Town Planning Scheme.**
-



+264 64 410 4500 | swakmun@swakmun.com.na | P.O. Box 53, Swakopmund, Namibia

Enquiries: Alfred Ndiweteko ☎: +264 64 410 4517 andiweteko@swakmun.com.na

APPLICATION FOR BUSINESS REGISTRATION

New Application (Consult Town Planner)	Change of Trade Name
Renewal (On or before 31 March)	Change of Ownership (Consult Town Planner)
Removal (Move to new Premises) (Consult Town Planner)	Business Closure
Transfer (New Owner)	Postal Address Change
	Lost or Stolen & Duplicate of Certificate

NAME OF BUSINESS : MC Horn
 NAME OF OWNER : MC Horn
 NAME OF MANAGER : MC Horn
 BUSINESS ADDRESS : PO BOX: 35 TELEPHONE: _____
 TOWN : Aranos MOBILE: 081257702
 E-MAIL ADDRESS : mc@cleurdruk.com
 ADDRESS OF BUSINESS : NO Farm Deurdruk STREET _____
 ERF NO : 2883

A. TYPE OF REGISTRATION REQUIRED:

Restaurant & Take Away	Manufacturing / Production	Educational Institution	Entertainment
General Dealer	Child Care	Accommodation	Financial Institution
Administrative Office	Hospitality	Health & Beauty	Home Occupation
Medical Practice	Service Industry	Warehouse	Workshop
Home Shop	Other <u>Aranos</u>		
Detailed Scope of Business i.e. Construction, Shebeen, Hair salon	<u>Prepacked meat Distributor</u>		

B. CERTIFICATE OF OWNER/AGENT IN RESPECT OF PREMISES (FOR ALL NEW BUSINESSES AS WELL AS BUSINESS MOVING TO NEW PREMISES)

I hereby declare that I have granted permission to the above applicant to conduct the business for which they have applied on the said Erf.

MC Horn
 NAME (owner of property) (Please print)

[Signature]
 SIGNATURE (owner of property)

[Signature]
 SIGNATURE OF APPLICANT

12/01/2020
 DATE



- C. All applicants for a new registration / change of premises must submit a building plan (ground layout) of intended business. In the case of a new building, a completion certificate.
- D. The client must submit: an authentic Namibian identification document; valid proof of permanent residence and a valid working permit and proof of registration with the Ministry of Trade and Industry (New Business).
- E. The client must attach medical certificates for food handlers (only applicable to food preparation premises).
- F. Accommodation establishments and tourism related businesses must submit proof of registration certificate from the Namibian Tourism Board.
- G. The applicant must submit a Valid Fire Prevention Safety Compliance Certificate.
- H. An inspection fee of N\$1383.43 Food Premises, N\$732.40 Non-Food Premises, N\$195.30 Hawkers (Informal Traders) & Small Contractors, (VAT Included) must accompany this application.
- I. Consent from the previous owner of the business in case of a transfer from one owner to another.
- J. Charges for duplicate certificates are N\$42.92.

PLEASE INDICATE REFUSE REMOVAL PER WEEK:			
Basic Fee: Once ☐	Twice ☐	Thrice ☐	More Than Thrice ☐
PLEASE INDICATE BULK (4 containers & more) REFUSE PER MONTH:			
Once ☐	Twice ☐	Thrice ☐	More Than Thrice ☐



NEW REGISTRATIONS / ADDRESS CHANGE



PLEASE CONTACT THE PLANNER: TOWN & SPECIAL PROJECTS, TO APPROVE THE ZONING OF YOUR ERF BEFORE SUBMITTING THIS APPLICATION TO THE HEALTH SERVICES DEPARTMENT FOR PROCESSING.

Tel: 064 4104517

OFFICE USE ONLY

TOWN PLANNING SCHEME REGULATIONS - REPORT

Zoning of Erf: _____
 Erf Number: _____ Notice Number: _____
 Approved: _____ Not Approved: _____
 SIGNATURE _____

INSPECTION REPORT

1. RECEIPT NUMBER _____
 REGISTRATION AMOUNT PAID _____
2. FIRE FIGHTING EQUIPMENT _____
3. REFUSE REMOVAL LEVY _____
4. REMARKS _____

DATE: ____/____/____

HEALTH OFFICER _____

DATE: ____/____/____

GM HEALTH SERVICES





MUNICIPALITY OF SWAKOPMUND

DEPARTMENT OF ENGINEERING & PLANNING SERVICES
(TOWN PLANNING DIVISION)



+264 64 410 4400 | cmcc@swkmun.com.na | P O Box 53, Swakopmund, Namibia

PAYMENT FOR TOWN PLANNING APPLICATION FEES

Name of Owner	MC Horn	Date	23/04/2026
Postal Address	P.O. Box 35 Arandis	Erf Number	2883 SWIC

Town Planning Application Fees Vote Nr: 500022043500	Mark Applicable	Amount	VAT	Total
Resident Occupation	X	N\$ 383.48	N\$ 57.52	N\$ 441.00
Consent Use (Table B of Zoning Scheme)		N\$ 1929.37	N\$ 289.41	N\$ 2 218.78
Servitudes and right of ways		N\$ 958.70	N\$ 143.80	N\$ 1102.50
Relaxation of development restrictions (building lines etc)		N\$ 191.74	N\$ 28.76	N\$ 220.50
Naming and renaming of Street and Place		N\$ 479.35	N\$ 71.90	N\$ 551.25
Miscellaneous		N\$ 191.74	N\$ 28.76	N\$ 220.50
Total Amount due inclusive of VAT				N\$ 441.00

Checked by:

JIC Angelo

Signature:

Jmango

FINANCIAL SERVICES DEPARTMENT

Cashier: <i>Amelange</i>	Date/Stamp:
Receipt No.: 370045-370046	
Banking details	
First National Bank Swakopmund Branch Acc No. 62249603300 Branch code 280472	

B20411 10813

MUNICIPALITY OF SWAKOPMUND

ADVERTISEMENT COSTS

Engineering/Corporate Services : S Bruwer - B Ramos Viegas -	
M Sheehama - A Uushona - N Kandjengo - J Batley	
ACC. NAME: MC Horn	Account No: 01000067382
ADDRESS: P O Box 35 Arany	Erf No: 2883 Swakopmund
	Date: 23/04/2026
Contact: Michael C. Horn	Amount: N\$ 500.00
Tel: 0812577702	

OFFICE USE ONLY

Financial Services - Ms EJ LOCH	
M/A: 90 000 000 234	CASHIER Receipt No: 370044
LEVIES:	
Ref No: PN	Date:
Ref No: PN	
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Balance:	
Acc No:	

MUNICIPALITY OF SWAKOPMUND

23 APR 2026

CASHIER

SWAKOPMUND

MUNICIPALITY

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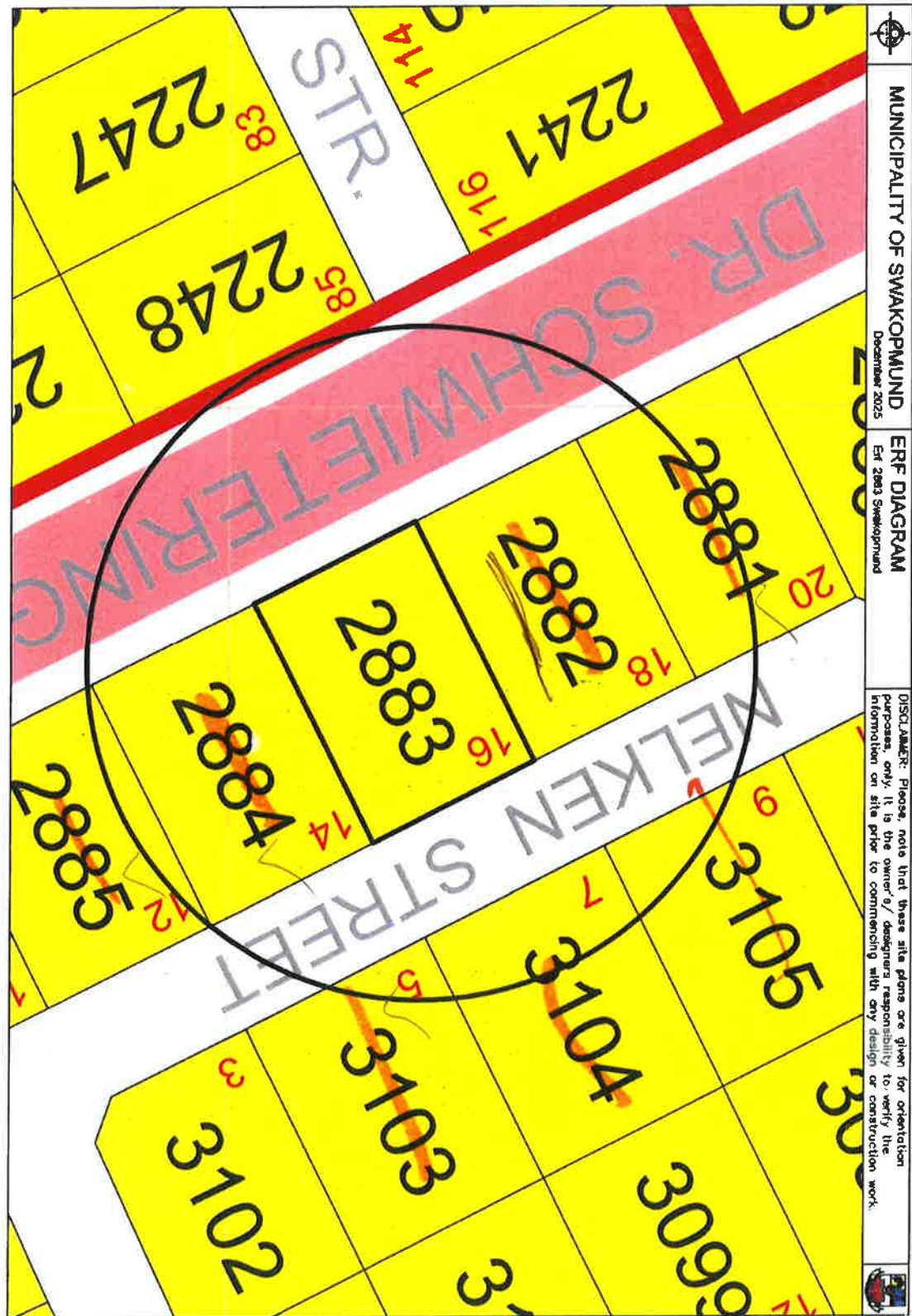
SWAKOPMUND

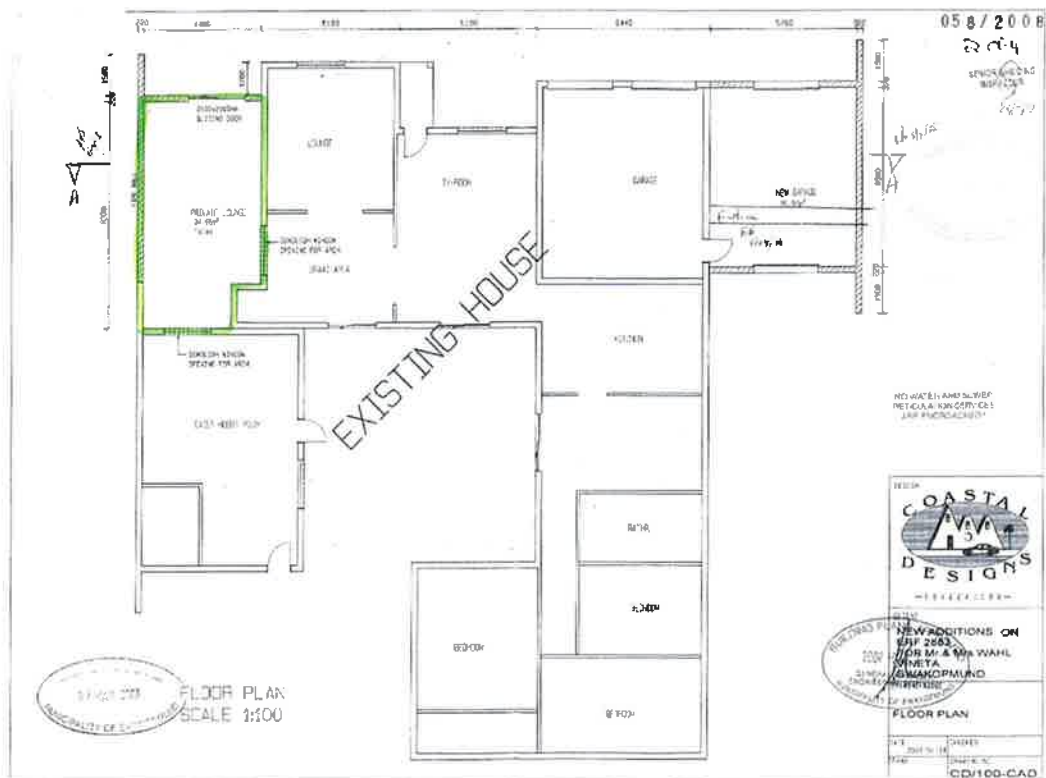
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✉ 53, SWAKOPMUND

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MC Horn

P.O. Box 35

Aranos

15 June 2026

Dear Mr. Heita,

We hereby write in response to the complaints you received following our application for a distribution point for pre-packed frozen meat.

1.

The frozen, vacuum-packed meat is delivered and distributed once every three months by means of a refrigerated truck. This is also the only day on which there is slightly more traffic than usual, as customers come to collect the meat they have ordered. Most people arrive between 1:00 p.m. and 2:00 p.m. or after 5:00 p.m.

The traffic department has inspected the location every time Mr. Gouws lodged a complaint and could not identify any problem. The truck stands there with hazard lights on only until unloading is completed, after which it leaves.

2.

Mr. Gouws operates overnight accommodation where strangers stay on his property, and Anand Guest House is a very popular guest house that accommodates people every day. We close three days a week after 4:00 p.m. for customers to collect their meat.

In the 20 years that our meat was delivered in Swakopmund, there has never been an incident where anyone was unsafe or threatened. None of the other homeowners in the street have had any problems with the people who come there. Everything is orderly, and everyone follows the rules.

3.

All the meat delivered there is frozen and vacuum-packed and is by no means bait for animals. Health officials Robeam Ujaha and Abel Kationdorozi have already visited the premises and found no problems with or concerns about our operations. No meat is processed there, no blood is spilled, and everything is frozen and vacuum-packed.

The issue with cats still exists, but unfortunately this is a problem in every town. We have electrified our property and installed cameras after an incident a few years ago for which we were blamed, even though we were not yet there.

We were also visited by Lydia Mutenda. A few years ago, Andrew van der Westhuizen gave us permission, which had been granted by the municipality, to unload the meat here because, according to his reasoning, every second weekend Mr. Gouws and his companions would go fishing and then sell the fish from their home.

Thereafter, Mr. Gouws left us alone for a few years. He has now started complaining about everything again. We genuinely believe that this is a personal vendetta, since no one else in the street has any issue with it—only him.

The officials from the health department and the traffic department have inspected the premises every time Mr. Gouws complained and have confirmed that our operations comply with the requirements. They have never found any fault, and it is not true that they failed to respond to his complaints.

Thank you in advance.

MC Horn

Jennifer Batley

From: Johannes Heita
Sent: Monday, 1 June 2026 11:50 am
To: Johanna Angolo; Jennifer Batley
Subject: FW: Subject: Formal Objection to Proposed Resident Occupation Special Consent – Erf 2883, Extension 9, No. 16 Nelken Street

For your record and action.

Regards
 John

Johannes Heita | Manager: Town Planning | Town Planning Division – Office of the Chief Executive Officer | +264 64 410 4

From: J Gouws <joleneg@iway.na>
Sent: Wednesday, 27 May 2026 2:00 pm
To: Johannes Heita <jheita@swkmun.com.na>
Cc: Lydia Mutenda <lmutenda@swkmun.com.na>; Denise Marais <dmarais@swkmun.com.na>; Abel Kationdorozi <akationdorozi@swkmun.com.na>; Robeam Ujaha <rujaha@swkmun.com.na>; Annalize Swart <aswart@swkmun.com.na>
Subject: Subject: Formal Objection to Proposed Resident Occupation Special Consent – Erf 2883, Extension 9, No. 16 Nelken Street

You don't often get email from joleneg@iway.na. [Learn why this is important](#)

To: Mr J Heita
 Manager Town Planning
 Swakopmund Municipality

Date: 27 May 2026

Subject: Formal Objection to Proposed Resident Occupation Special Consent – Erf 2883, Extension 9, No. 16 Nelken Street

Dear Sir

We, as the next-door neighbours to Erf 2883, Swakopmund Extension 9, No. 16 Nelken Street, hereby formally object to the proposed "Resident Occupation Special Consent" application for the operation of an administrative office and frozen pre-packed meat distributor.

We do not approve of these activities being operated from a residential area. The property already attracts regular customer traffic and large delivery trucks, which disturb the peace, safety, and residential character of the neighbourhood. In our opinion, such business activities should be operated from a properly zoned business or industrial area and not between residential homes.

We are also concerned about the constant flow of vehicles and unknown people visiting the property daily. Because of the large number of cars coming and going, residents do not know who are customers and who may potentially pose a security risk. This situation makes us feel unsafe in our own homes and negatively affects the peaceful environment of the neighbourhood.

Vehicles are frequently parked in front of the property with people sitting inside for extended periods, creating further discomfort and fear amongst neighbouring residents. As a woman often alone at home while my husband is away, this situation causes significant concern regarding personal safety and security.

We are furthermore very concerned about the meat products stored and sold on the property, as this attracts large numbers of cats and other animals to the area. The animals continuously attempt to enter neighbouring properties because of the smell of the meat. This has become a serious nuisance, hygiene concern, and safety issue for nearby residents.

It was also confirmed by Mrs Horn that slag yster traps and poison were placed out to catch and kill cats. We strongly object to this, as it places neighbourhood animals at risk and creates unnecessary suffering and conflict within the community. As long as large quantities of meat are stored and distributed from this residential property, cats and other animals will continue to be attracted to the area.

We are further deeply concerned about animal safety and cruelty issues connected to the activities at the property. Two of our cats died after poisoning, and we are aware that neighbouring residents also lost cats under similar circumstances. Meat was put out on their walls to attract cats and to poison them we informed SPCA and they collected the poison. We believe these incidents may be connected to attempts to keep animals away from the meat products stored and sold from the property.

The constant smell and storage of meat continue to attract animals into the area, creating ongoing conflict and danger to pets in the neighbourhood. This situation has caused emotional distress to residents and negatively affected the peaceful living environment.

Numerous complaints have already been submitted to the Municipality regarding the selling and distribution of meat from this residential property. We were never consulted and never gave permission for these business activities to operate next to our home. We also contacted the Health Department, where concerns were allegedly raised regarding the legality and suitability of meat sales from a residential premises.

Despite repeated complaints from us, the activities continue, creating the impression that the zoning regulations and municipal rules are not being enforced. We therefore urgently request the Municipality to take the concerns of neighbouring residents seriously and reject this application.

We believe that approving this application will negatively affect the cleanliness, safety, peace, and residential character of the neighbourhood.

We therefore respectfully request that the Municipality reject this application and require the applicant to operate the business from a suitable business-zoned location.

Thank you for considering our objection.

Yours faithfully,

Jolene and Martin Gouws

18 Nelken Street Ocean view

0812520500 / 0812489373

From: J Gouws [mailto:joleneq@lway.na]
Sent: 13 April 2026 02:54 PM
To: 'Robeam Ujaha'; 'Annalize Swart'
Cc: 'Lydia Mutenda'; 'Denise Marais'; 'Abel Kationdorozi'
Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales at 16 Nelken Street

Dear Robeam,

We attended the meeting with the Municipality last year regarding the illegal meat sales taking place at 16 Nelken Street. During that meeting, our concerns were discussed and it was indicated that the matter would be addressed.

Unfortunately, the situation has not improved and the activities appear to still be continuing. Meat is still being sold and collected from the property. Today there was even a gazebo set up outside where customers were coming to collect meat orders.

This results in many people coming to the property for pickups, which creates unnecessary traffic and disturbance in a residential street. In addition, the smell of meat attracts cats from the neighbourhood, which creates further problems for surrounding residents.

Nelken Street is a residential area and we do not want a butchery operation, meat sales, or a meat pickup point operating next door to our property.

We therefore kindly request feedback from the Municipality on what action has been taken since our meeting and what steps will be taken to resolve this matter.

Your assistance in addressing this ongoing issue will be appreciated.

Kind regards
 Jolene Gouws

18 Nelken street
 081 252 0500

From: Robeam Ujaha [mailto:rujaha@swkmmun.com.na]
Sent: 09 December 2025 03:43 PM
To: J Gouws
Cc: Annalize Swart; Lydia Mutenda; Denise Marais; Abel Kationdorozi
Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Dear Jolene,

With reference to your email below,

We have scheduled the appointment for **Friday, 12 December 2025 at 09h30**.
 The meeting will be held in the **Health Boardroom**.

Your confirmation of the scheduled meeting will be appreciated.

Regards,

Robeam Ujaha
Environmetal Health Practitioner

Tel: +264 64 410 4512 Email: rujaha@swkmun.com.na
Cell: +264 81 143 8767 Address: cnr Rakotoka Street & Daniel Kamho Avenue
Swakopmund, Erongo



swkmun@swkmun.cx
www.swkmun.cx

From: J Gouws <joleneg@iway.na>
Sent: Tuesday, 09 December 2025 08:43 AM
To: Robeam Ujaha <rujaha@swkmun.com.na>
Cc: Annalize Swart <aswart@swkmun.com.na>; Lydia Mutenda <lmutenda@swkmun.com.na>; Denise Marais <dmarais@swkmun.com.na>; Abel Kationdorozi <akationdorozi@swkmun.com.na>
Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Good day Robean

I just remember that I have an appointment from 14h00 to 16h00 is it possible to make the meeting Thursday or Friday is possible - sorry for the inconvenience

Thank you

Regards

Jolene Gouws
0812520500

From: J Gouws [<mailto:joleneg@iway.na>]
Sent: 09 December 2025 08:22 AM
To: 'Robeam Ujaha'
Cc: 'Annalize Swart'; 'Lydia Mutenda'; 'Denise Marais'; 'Abel Kationdorozi'
Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Good day Robean

Can we please have the meeting in Afrikaans

Thank you

Regards

Jolene

From: J Gouws [<mailto:joleneg@iway.na>]
Sent: 09 December 2025 08:20 AM
To: 'Robeam Ujaha'
Cc: 'Annalize Swart'; 'Lydia Mutenda'; 'Denise Marais'; 'Abel Kationdorozi'
Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Good morning Robean

Thank you **Date & Time:** 09 December 2025@ 15h00 – we will be there

Regards

Jolene Gouws

From: Robean Ujaha [<mailto:rujaha@swkmun.com.na>]

Sent: 08 December 2025 03:43 PM

To: J Gouws

Cc: Annalze Swart; Lydia Mutenda; Denise Marais; Abel Kationdorozi

Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Dear Jolene,

I hope this email finds you well.

Thank you for your correspondence regarding the ongoing activities at Mr. Horn's residence, located at Nelken Street 16, where meat is reportedly being sold without the required authorization. We acknowledge receipt of your concerns and note that your last communication was dated 18 November 2025.

In order for us to fully understand the matter and review any evidence related to these activities, we would like to invite you to a meeting. This meeting will allow us to discuss the issue in detail, clarify the current status, and address the questions raised concerning legal steps taken and the progress of the investigation.

Proposed Details:

Date & Time: 09 December 2025@ 15h00

Venue: Health Department Boardroom

Kindly confirm your availability or suggest an alternative time that is convenient for you.

We appreciate your cooperation and look forward to resolving this matter promptly.

Regards,

Robeam Ujaha
Environmetal Health Practitioner

Tel: +264 64 410 4512 Email: rujaha@swkmun.com.na
Cell: +264 81 143 8767 Address: cnr Rakotoka Street & Daniel Kamho Avenue
Swakopmund, Erongo



swkmun@swkmun.cc
www.swkmun.cc

From: J Gouws <joleneg@iway.na>
Sent: Tuesday, 18 November 2025 02:24 PM
To: Robeam Ujaha <rujaha@swkmun.com.na>
Cc: Lydia Mutenda <lmutenda@swkmun.com.na>; Denise Marais <dmarais@swkmun.com.na>; Abel Kationdorozi <akationdorozi@swkmun.com.na>; Annalize Swart <aswart@swkmun.com.na>
Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Dear Robeam

We refer to our previous correspondence regarding the ongoing activities at **Mr Horn – Nelken Street 16**, where meat is being sold without the required authorization.

Our last communication received from you was dated **17 July 2025**, and since then we have not received any further updates. Despite the matter being reported, the activities at the above-mentioned residence continue as normal.

We kindly request clarification on the following:

1. **What legal steps or enforcement actions have been taken by the Municipality regarding this case;** and
2. **What the current status of the investigation is**, as the unauthorized business activity appears to be ongoing.

We would appreciate your urgent feedback.

Thank you for your attention and cooperation.
We look forward to your response.

Yours faithfully,

Jolene Gouws

0812520500

From: Robeam Ujaha [<mailto:rujaha@swkmun.com.na>]
Sent: 17 July 2025 03:59 PM
To: joleneg@iway.na
Cc: Lydia Mutenda; Denise Marais; Abel Kationdorozi
Subject: FW: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Dear Mrs. Gouws,

Thank you for your follow-up correspondence regarding the ongoing concerns at 16 Nelken Street, particularly the alleged illegal sale of meat and reports of animal poisoning. We sincerely apologize for the delayed response and any inconvenience this situation has caused you and your family.

Please be advised that the Swakopmund Municipality will be issuing a formal notice to the property owner to immediately cease all unauthorized business activities from the premises. Following the issuance of this notice, the situation will be closely monitored to ensure compliance.

Should there be no resolution or if illegal operations persist, Council will be left with no alternative but to proceed with legal action in accordance with the applicable municipal by-laws.

We appreciate your patience and assure you that the matter is being treated with the seriousness it warrants. Please do not hesitate to reach out should you have further concerns or additional information to share.

Kind regards,

From: J Gouws <joleneg@iway.na>
Sent: Tuesday, July 15, 2025 1:44 PM
To: Annalize Swart <aswart@swkmun.com.na>
Subject: RE: Follow-Up: Urgent Complaint – Illegal Meat Sales and Animal Poisoning at 16 Nelken Street

Dear Mrs. Swart,

Thank you for acknowledging receipt of my initial correspondence regarding the serious concerns at 16 Nelken Street, including the alleged illegal sale of meat and the deeply troubling incidents of animal poisoning. These issues continue to cause great distress and raise serious safety concerns for our family and the surrounding community.

To date, we have not received any further updates or feedback from the relevant department, as indicated in your previous response. Given the urgency and seriousness of the matter—including the tragic loss of our pets and the potential health risks to the public—we respectfully request a status update on the investigation and any actions that may have been taken so far.

Our church elder, who recently visited us, confirmed that meat is still being sold from the premises daily. Sadly, Mr. Horn appears to treat the situation lightly, as if it is a joke, seemingly confident that nothing will be done about our complaint. As his immediate neighbors, we were never gave our approval for such activity. Like any other business, if he wishes to sell meat, he should do so from a legally zoned commercial premises such as a butcher shop or by renting space in the industrial area.

We trust that the Council is treating this matter with the seriousness it deserves and would greatly appreciate any information regarding the current status and expected timeline for resolution.

Thank you for your continued attention. We look forward to your urgent response.

Sincerely,

Mrs. J. Gouws

0812520500

Nelken Street 18
Swakopmund

From: Annalize Swart [mailto:aswart@swkmun.com.na]

Sent: 20 May 2025 03:21 PM

To: J Gouws

Subject: RE: Subject: Urgent Complaint - Illegal Meat Sales, Animal Poisoning, and Ongoing Disturbance at 16 Nelken Street

Dear Mrs Gouws

We acknowledge receipt of your correspondence.

We would like to confirm that the contents of your correspondence have been received and will be escalated to the relevant department/section in Council who will review the content and process it in terms of Council's administrative operating procedures. Every effort will be attended to address the matter and to respond to you in a timely manner. Our officials will attempt to ensure that all aspects are thoroughly addressed.

Sincerely,



ANNALIZE SWART
Executive Assistant to the Chief Executive Officer
Audit & Risk Committee | Filming | Events | Aesthetics
Municipality Swakopmund

cnr Rakotoka Street & Daniel Kamho Avenue | Swakopmund
Office: +264 64 410 4100 | Email: aswart@swkmun.com.na | Mobile: +264 81 140 6702
www.swkmun.com.na
Thank you for considering the environmental impact of printing emails

From: J Gouws <jolenez@iway.na>
Sent: Tuesday, May 20, 2025 1:22 PM
To: Annalize Swart <aswart@swkmun.com.na>; Annalize Swart <aswart@swkmun.com.na>
Subject: Subject: Urgent Complaint - Illegal Meat Sales, Animal Poisoning, and Ongoing Disturbance at 16 Nelken Street

Dear Sir/Madam,

I am writing to file a formal complaint regarding serious and ongoing issues caused by my neighbour, Mr. Horn, who resides at 16 Nelken Street, next to our home at 18 Nelken Street, Swakopmund.

Since Mr. Horn purchased the property, he has been selling meat directly from his house. He once approached us with a permission letter from the Municipality, requesting our approval to operate the meat-selling business from home. We refused to give permission, yet he has continued selling meat openly and without regard for our objection.

While this activity already disrupts the peace and violates residential norms, the situation escalated when two of our cats were poisoned and killed. We discovered that Mr. Horn used Blue Death poison (commonly used for jackals and illegal in Namibia), which he mixed with minced meat and placed on his roof and around his property to lure and kill cats in the neighbourhood.

We are also aware of another neighbour across the street who lost a cat in the same way. We contacted both the SPCA and the Municipality, and although officials visited his home, no action was taken, and Mr. Horn continues with his business and behaviour as if nothing happened.

Mr. Horn owns a farm in Aranos and regularly brings meat from there to sell in Swakopmund. These deliveries are made using large cooler trucks, which run their generators for extended periods, creating significant noise and disruption. This is very disturbing, especially in a quiet residential area where we also operate a self-catering unit, and where the Anandi Guesthouse is located right next door.

My deepest concern now is for my two remaining cats. With raw meat being sold and stored next door, and the history of poison being used, I fear for their safety. How can I keep them safe in my own yard when the smell of meat attracts them next door, and they risk being poisoned like the others? This situation has created ongoing anxiety, distress, and loss for my household.

I respectfully request the Municipality to take immediate action by:

1. Investigating the legality of the meat-selling business at 16 Nelken Street.
2. Enforcing zoning regulations and neighbour consent rules.
3. Evaluating the noise and public disturbance caused by the meat delivery trucks.

This is not only a matter of legal compliance but also public health, animal welfare, and quality of life in our community. I am available to provide further details if needed and appreciate your attention to this very serious matter.

Yours sincerely,
Martin & Jolene Gouws
081252500

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MUNICIPALITY OF SWAKOPMUND

DEPARTMENT OF ENGINEERING & PLANNING SERVICES



☎ 06 646 6000 | www.swakopmund.nam | P.O. Box 47, Swakopmund, Namibia

CONSENT FROM ADJOINING OWNER/NEIGHBOURS FOR BUSINESS

REGISTRATION AND/OR CONSENT USE

Janke Paul Meyer the owner of Erf 2881

Street Address:
Postal Address:
Tel. No.:
E-mail Address:

Am aware that an application for a Frozen prepacked meal Distribution on Erf 2883 By Messrs MC Horn has been applied for, at the Municipality of Swakopmund and have the following to respond:

☒ No objection
☐ Objection

[Signature]
 Signature of Owner
 Signature of Owner

(Please mark whichever is applicable in the block)

against the proposed consent use:
 (If you have an objection, please stipulate your reasons/remarks below)

Remarks/reasons
<u>NA</u>

[Signature]
 SIGNATURE

J.P. Meyer
 FULL NAME

10/4/26
 DATE

Contact Details: Tel. No / Cell Phone:

0816065169

Please attach certified copy of Identity (signature) of the neighbour (owner of the erf).



MUNICIPALITY OF SWAKOPMUND
DEPARTMENT OF ENGINEERING & PLANNING SERVICES



+264 64 410 4400 | www.municipalityofswakopmund.com.na | P.O. Box 55, Swakopmund, Namibia

**CONSENT FROM ADJOINING OWNER/NEIGHBOURS FOR BUSINESS
 REGISTRATION AND/OR CONSENT USE**

I/We Ruan + Mariske Maacke the owner of Erf 3103

Street Address:	5 Nelken str
Postal Address:	P.O. Box 8433, SWK
Tel. No.:	081 272 1403
E-mail Address:	kirchner.mariske@gmail.com

I am aware that an application for a Frozen prepackaged meat distribution point on Erf 2883 By Messrs Mc Horn has been applied for, at the Municipality of Swakopmund and have the following to respond:

☒ No objection

[Signature] No objection
 Signature of Owner 1

☐ Objection

[Signature] no objection
 Signature of Owner 2

(Please mark whichever is applicable in the block)

against the proposed consent use:
 (If you have an objection, please stipulate your reasons/remarks below)

Remarks/reasons
No objection

[Signature]
 SIGNATURE

Mariske Maacke
 FULL NAME

2025/01/11
 DATE

Contact Details: Tel. No / Cell Phone:

081 272 1403

Please attach certified copy of Identity (signature) of the neighbour (owner of the erf).



MUNICIPALITY OF SWAKOPMUND

DEPARTMENT OF ENGINEERING & PLANNING SERVICES



+264 64 410 4400

www.swakopmund.nam

P.O. Box 53, Swakopmund, Namibia

CONSENT FROM ADJOINING OWNER/NEIGHBOURS FOR BUSINESS REGISTRATION AND/OR CONSENT USE

I, ANTHEA RAW the owner of Erf 3104

Street Address:	<u>NO 7 NELKEN STREET</u>
Postal Address:	<u>P.O. Box 8341 SWAKOPMUND</u>
Tel. No.:	<u>0813350 919</u>
E-mail Address:	<u>rawontha@gmail.com</u>

Am aware that an application for a Frozen prepacked meat Distribution Point on Erf 2883 By Messrs MC Horn has been applied for, at the Municipality of Swakopmund and have the following to respond:

☒ No objection

Raw
Signature of Owner

☐ Objection

[Signature]
Signature of Owner

(Please mark whichever is applicable in the block)

against the proposed consent use:

(If you have an objection, please stipulate your reasons/remarks below)

Remarks/reasons
<u>WE HAVE NO OBJECTIONS TO</u>
<u>our Neighbour's Conduct running</u>
<u>a business in our Residential Area.</u>

Raw
SIGNATURE

ANTHEA RAW
FULL NAME

16/12/2025
DATE

Contact Details: Tel. No / Cell Phone:

0813350919

Please attach certified copy of identity (signature) of the neighbour (owner of the erf).



MUNICIPALITY OF SWAKOPMUND

DEPARTMENT OF ENGINEERING & PLANNING SERVICES



☎ +264 64 410 4400 | www.municipalityswakopmund.com.na | P.O. Box 13, Swakopmund, Namibia

**CONSENT FROM ADJOINING OWNER/NEIGHBOURS FOR BUSINESS
REGISTRATION AND/OR CONSENT USE**

I, Paul Schrader the owner of Erf 3105

Street Address:	<u>no 9 Nellien street Ocean View</u>
Postal Address:	<u>PO Box 4367 Swakopmund</u>
Tel. No.:	<u>0811282985</u>
E-mail Address:	<u>paul.schrader1912@gmail.com</u>

Am aware that an application for a Figers prepacked meal
distribution point on Erf 2883 By Messrs MC Nam has been applied
for, at the Municipality of Swakopmund and have the following to respond:

☒ No objection

[Signature]
Signature of Owner

☐ Objection

.....
Signature of Owner

(Please mark whichever is applicable in the block)

against the proposed consent use:

(If you have an objection, please stipulate your reasons/remarks below)

Remarks/reasons
<u>No objection</u>

[Signature]
SIGNATURE

Paul Schrader
FULL NAME

16-12-2025
DATE

Contact Details: Tel. No / Cell Phone:

0811282985

Please attach certified copy of Identity (signature) of the neighbour (owner of the erf).



MUNICIPALITY OF SWAKOPMUND

DEPARTMENT OF ENGINEERING & PLANNING SERVICES



+264 64 410 4400 | townengineer@swakmun.com.na | P O Box 53, Swakopmund, Namibia

CONSENT FROM ADJOINING OWNER/NEIGHBOURS FOR BUSINESS REGISTRATION AND/OR CONSENT USE

✓ JOHAN-ANDRÉ FAURE the owner of Erf 2884 & 2885

Street Address:	<u>12 & 14 NELKEN STREET</u>
Postal Address:	<u>P.O. Box 2992 SWAKOPMUND</u>
Tel. No.:	<u>0811 288 344</u>
E-mail Address:	<u>jeandre@iway.na</u>

Am aware that an application for a Frozen prepacked meat
Distribution point
on Erf 2883 By Messrs MC Horn has been applied
for, at the Municipality of Swakopmund and have the following to respond:

☒ No objection

Jeandre
Signature of Owner

☐ Objection

Signature of Owner

(Please mark whichever is applicable in the block)

against the proposed consent use:
(if you have an objection, please stipulate your reasons/remarks below)

Remarks/reasons

Jeandre
SIGNATURE

JOHAN-ANDRÉ FAURE
FULL NAME

16-12-2025
DATE

Contact Details: Tel. No / Cell Phone:

0811 288 344

Please attach certified copy of Identity (signature) of the neighbour (owner of the erf).



RR 015 187 593 NA

RR 015 187 593 NA

RR 015 187 593 NA

RR 015 187 593 NA

RR 015 187 593 NA

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Order: 12/01/25 Item: 15.35.30
 Quantity: 3 ALIEN

Qty Product Price Unit

1 Letter 1000.00

Registered Item No: 151875930

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Order No: 25-13185-251875930-2

Order No: 25-13185-251875930-2

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Order No: 25-13185-251875930-2

Order No: 25-13185-251875930-2

Order No: 25-13185-251875930-2



MUNICIPALITY OF SWAKOPMUND

CONSENT USES, ERECTION OF BUILDINGS AND USE OF LAND IN TERMS OF THE SWAKOPMUND ZONING SCHEME

Notice is hereby given in terms of Clause 6 of the Swakopmund Zoning Scheme that the Municipal Council considers the following consent uses, erection of buildings and use of land, details of which are obtainable from the General Manager: Engineering & Planning Services.

1. Erf 2386, Matutura Extension 11 (Deuteronomy Street): Special consent for a Resident Occupation – Administrative Office.
2. Erf 599, Mondesa (No. 210 OB's Street): Special consent for a Resident Occupation – Administrative Office.
3. Erf 1936, Swakopmund Extension 1 (c/o Vrede Rede & Aldridge Street): Special consent to operate a Residential Guesthouse.
4. Erf 34 Matutura Proper (Nipaya Petrus Street): Special consent for a Resident Occupation – Administrative Office.
5. Erf 2883 Swakopmund Extension 9 (16 Nelken Street): Special consent for a Resident Occupation – Administrative Office (Frozen Pre-packed meat distributor).
6. Erf 882, Mondesa Extension (c/o Hidipo Hamuteniya & Mandume ya Ndemufayo Street): Special Consent for an Office Building.

Contact Person: Mr. J. Heits (Manager: Town Planning)
Tel: +264 (54) 4104403

Any person having any objections to the proposed activities may lodge such objections, duly motivated in writing, with the Chief Executive Officer before or on 3rd June 2026.

NOTICE NO: 25/2026

A Benjamin
Chief Executive Officer

MUNICIPAL NOTICES FOR PUBLICATION IN NEWSPAPERS

For the period 01 April 2023 to 31 March 2026 in terms of the award by the Accounting Officer on the recommendation of the Procurement Committee under item 8.3 of 29 March 2023 (Ref: 7/1/1/5).

NOTICE NO : 25/2026

SUBJECT : CONSENT USES, ERECTION OF BUILDINGS AND USE OF LAND
IN TERMS OF THE SWAKOPMUND ZONING SCHEME

NEWSPAPER		PUBLICATION DATE(S)
1.	STANDARD	
1.1	Namib Times	8 th May 2026 & 15 th May 2026
2.	OTHER LOCAL NEWSPAPERS (IF APPROVED)	
2.1		
2.2		
2.3		
2.4		
2.5		
2.6		
2.7		
2.8		

Advert cost paid	Yes ☒
	No ☐


 ALFEUS BENJAMIN
 CHIEF EXECUTIVE OFFICER

11.1.17

APPLICATION FOR CONSENT TO CONSTRUCT AND OPERATE A TOURIST ESTABLISHMENT ON PORTION 146 (A PORTION OF PORTION 40) OF FARM NO. 163

(C/M 2026/10/01 - PTN 146/PTN40/FARM 163)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.10** page **128** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for Council to consider the application for consent to operate a tourist establishment on Portion 146 (a Portion of Portion 40) of Farm No. 163, Swakopmund

2. Introduction and Background

An application for consent to operate a tourist establishment on Portion 146 of Farm 163, Swakopmund (Swakopmund Small Holdings) was submitted to the Town Planning Department by Van der Westhuizen Town Planning and Properties, for consideration. The application is attached as **Annexure A**. Portion 146 (a Portion of Portion 40) of Farm No. 163, Swakopmund, is zoned "Agriculture" and is located at the river plots. **(See site map below).**

3. Ownership

The ownership of Portion 146 of Farm 163 vests in Johannes Jacob Haasbroek as held by Deed of Transfer T 4799/2025. The Deed of Transfer is part of the application, **Annexure A**.

4. Locality, Zoning and Size

Portion 146 (a Portion of Portion 40) of Farm 163 is located in the Swakop River Plots. The portion is zoned "Agriculture" and measures 100 049m² (10.0049Ha) in extent.

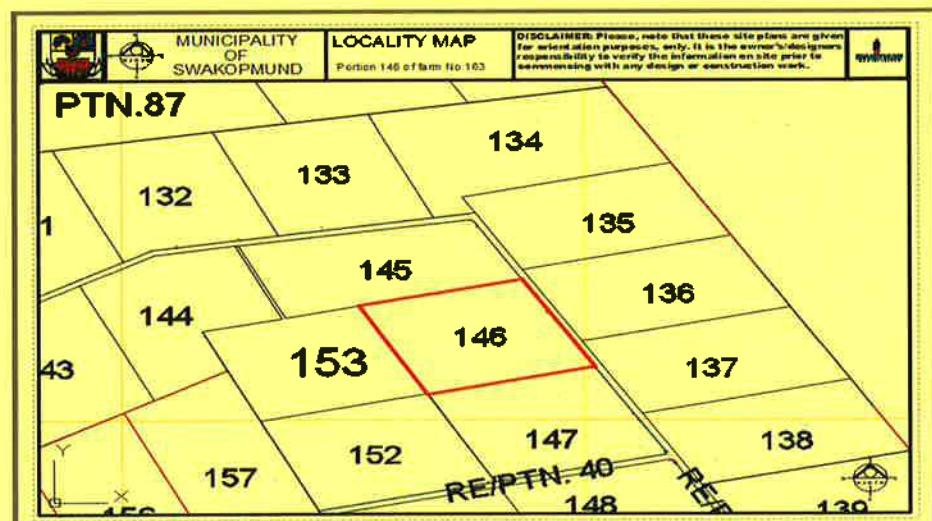


Figure 1: Locality plan for Portion 146

5. **Access, municipal services, and parking**

Access to Portion 146 (a Portion of Portion 40) is obtained from the internal road of Junction 5. The property is connected to existing infrastructure and with the proposed development obviously resulting in an increased demand and load in terms of water consumption, sewerage and refuse removal. The provision and installation of any additional on-site services should be for the account of the owner, to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.

6. **Public Consultation**

The proposed consent was advertised in the New Era Newspaper on the 21st and 28th April 2026. A notice was also placed on the site and on the Municipal noticeboard for the public's comments. The comments of neighbouring property owners were requested via registered mail. The closing date for objections for the proposal was the 22nd May 2026. A comment of concern was received by the owners of Portion 147, Swakopmund, regarding the projected possibilities and outcomes linked to this application. Proof of consultation and notices are attached in the application **Annexure A**.

7. **Development Proposal**

The applicant intends to construct a facility for the overnight accommodation on a short-term basis. The applicant wishes to erect approximately 3 to 4 units varying sizes. The reason for this application is also because Portion 146, Swakopmund is physically characterised by granite formations and very few sandy patches which is not favourable for agriculture.

8. **Objection**

Comments regarding the application were received from the owners of portion 147, Swakopmund. They stated that the owners of Portion 146, Swakopmund play loud music throughout the night and for an extended period while entertaining guests. Their concern is that this proposal might come with an increase in the number of visitors, vehicle traffic gatherings and light activities which will be associated with noise and how that will impact the neighbouring properties and the rural-residential character of the area.

The owners of Portion 147, Swakopmund also needed clarification on whether the approval would solely be for accommodation units, or it would facilitate future expansion of activities on the property without needing additional consultation from the neighbouring properties.

The last request by the owners of Portion 147, Swakopmund is to consider proposed conditions aimed at protecting neighbouring properties and preserving the character of the area, these conditions include:

- *No use of the property as a venue for weddings, conferences, parties, functions or similar commercial events.*
- *Restrictions on amplified music, outdoor sound systems and other noise-generation activities.*
- *The implementation of quiet hours during the evening and night-time periods, as well as on Saturdays and public holidays.*

- Limitations on maximum number of guests permitted on the property at any one time.
- Appropriate measures and procedures for the investigation and resolution of complaints from neighbouring property owners.
- Any additional conditions deemed necessary by the municipality to preserve the rural-residential character of the area and minimise impacts on neighbouring properties.

The applicant addressed the objectors concerns in their application by stating that should the concerns that have been raised exist, the owner of the Portion 146, Swakopmund must be made aware of the consequences of the continuous noise.

They further addressed the proposed conditions to be placed upon approval saying that they cannot limit who comes onto the plot and the number of people that will gather there as this will infringe on the rights of the owner of Portion 146, Swakopmund. They however propose that the standard conditions that are normally imposed by the Municipality on such application be applied with an additional condition to be placed upon the consent that limits any loud noise or music to 22h00 as per the law.

9. Evaluation

The owners of Portion 147, Swakopmund correctly pointed out that the proposed establishment might lead to more noise. However, at this point, the comment is merely a projection of the neighbor's fears based on prior experiences, which might not also be the case during operation. Due to the proposed development's compatibility with the area's zoning, the proposed commercial activity won't have a major detrimental effect on the neighborhood. However, excessive noise will not be tolerated and will be dealt with appropriately if it is reported.

The Swakopmund Zoning Scheme makes provision for tourist establishment and tourist activities on agricultural zoned land with special consent from Council. In terms of Clause 4.1, Table B of the Swakopmund Zoning Scheme, land zoned "agriculture" has the following rights pertaining to the "erection and use of buildings and use of land":

	1	2	3	4
	Zone	Map Reference	Purposes for which land may be used	Purposes for which land may be used, and buildings may be erected and used with the Special consent of the Council only.
K	Agriculture	Green outline	Agricultural building	Tourism Facilities, Dwelling Houses, Farm Stall, Place of Instruction, Place of Public Worship, Shop, Tourist Establishment, Private open Space

The Swakopmund Zoning Scheme defines tourist facilities/establishment as: "**TOURIST ESTABLISHMENT**" means a building designed and or used as an accommodation establishment which is not a hotel and includes a pension, a caravan park, a guest house, a lodge, a backpackers lodge, a motel and all other establishments referred to in the definitions of

'Accommodation Establishments and Tourism Ordinance, 20 of 1973, as well as the regulations made thereunder, the Liquor Act 6 of 1998 and the Namibian tourism Act 21 of 2000.

"TOURIST FACILITIES" means amenities for tourists such as lecture rooms, restaurants, gift shops, and rest rooms permitted by the Council as a consent use but does not include overnight accommodation.

Before beginning the business registration process, the applicant must indicate which "Tourist Establishment" they plan to operate due to the definition in the Swakopmund Zoning Scheme.

Furthermore, the applicant would be limited to 10% of the size of their portion which can be utilised for the "Tourist Establishment" activity. In future, it should be noted that, if the applicant would like to extend the activities within their allowable size as stated above, the applicant is still subject to the existing consent process that permits the construction of additional dwellings.

As a result, the proposed tourist establishment is an activity which requires consent under "Agricultural" zoning, and Council reserves the right to withdraw such consent should valid complaints be received from the neighbours.

After a site inspection was conducted, it is evident that the noise and loud music reported by the objector is not because of an ongoing tourist establishment activity.

10. **Conclusion**

The proposed development is desirable and not expected to negatively affect the residential and agricultural amenities of the area. It can therefore be supported.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) **That the application for Consent to construct and operate a tourist facility or establishment (subject to confirmation of the applicable option by the applicant before issuance of the business registration and fitness certificate) on Portion 146 (a Portion of Portion 40) of Farm 163 be approved.**
- (b) **That the applicant is limited to not more than 10% of the size of the portion to be utilised for "a tourist facility or establishment" activities.**
- (c) **That all additional infrastructure that are to be required as a result of the proposed development be for the account of the applicant and in accordance with to the specifications of the General Manager: Engineering, Urban Development and Environmental Management.**
- (d) **That no excessive noise or loud music be permitted after 22h00.**
- (e) **That Council reserves the right to cancel a consent use should there be valid complaints.**

- (f) That the applicant registers with the Health Services Department and that the standard Health Regulations will apply.
 - (g) That the applicant must operate within the Swakopmund Zoning Scheme provisions.
 - (h) That consent is not transferable.
 - (i) That objectors be informed of this decision and the right to appeal to the Minister against Council's Resolution in terms of the provisions of Clause 8 of the Swakopmund Zoning Scheme within 28 days of receipt of notice of this Resolution, provided written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.
-

ANNEXURE A - APPLICATION

22-03-01.Ptn 146/Ptn40/Farm163

20

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
PHONE: 06-111 111 111
FAX: 06-111 111 111
WWW.SWAKOPMUND.NA

Chief Executive Officer
Municipality of Swakopmund
P.O. Box 53
SWAKOPMUND
Namibia



5 JUNE 2026

Dear Sir,

**APPLICATION FOR CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY /
ESTABLISHMENT ON PORTION 146 (A PORTION OF PORTION 40) OF THE FARM NO. 163**

Application is herewith made, on behalf of the registered owner/s of Portion 146 (a Portion of Portion 40) of the Farm No. 163, Mr. JJ Haasbroek, for Consent to construct and operate a Tourist Facility / Establishment on the said property.

1. BACKGROUND

The area of the Swakopmund river plots is relatively large and varies a lot in terms of its landscape. The current zoning for the area is predominantly agriculture but tends to lean more towards residential use being practiced. The terrain, especially in this case, makes agriculture not viable. The Swakopmund Town Planning Scheme No.12 makes provision for owners of such plots to explore other avenues to utilise their properties. Since tourism is a well know income generator and the use in line with the consent use of the zoning it is thus necessary to apply to Council for such consent.

2. OWNERSHIP

Ownership of Portion 146 (a Portion of Portion 40) of the Farm No. 163 vests with Messrs JJ Haasbroek as per attached Deed of Transfer T 4771/2012 (Annexure A). Power of Attorney for the intended procedures and application for consent is attached as Annexure B.

3. LOCALITY

Portion 146 (a Portion of Portion 40) of the Farm No. 163 is located at the Swakopmund River plots, in Junction 5 along Kokkerboom Street directly opposite Portion 136 that is also applying for the same rights (Annexure C).

4. ZONING AND ERF SIZE

The property is zoned as Agricultural and currently accommodates existing dwelling units used for residential purposes. The property measures approximately 10ha in extent. In terms of the

Swakopmund Town Planning Scheme, under the consent use provisions for the relevant zoning, it makes provision for the owners of the property to apply for consent to construct and operate a Tourists facility / Establishment on the plot.

5. ACCESS TO THE PROPERTY

Access to Portion 146 is currently obtained from the internal road network of Junction 5 and as such there is no need to amend the current access points. Any additional access requirements that might arise in future shall be communicated to the Swakopmund Municipality for consideration.

6. INFRASTRUCTURE

The property is already connected to the existing infrastructure; any possible future needs shall be communicated to the relevant institutions in this regard. It is not foreseen that the intended use will any way interfere with the existing situation. The owners will make provision for adequate services on the property to effectively operate the proposed establishment.

7. INTENTION AND MOTIVATION

It is the intention of the client to construct a facility that is to be used for overnight accommodation by tourists and guests looking for short term accommodation. Portion 146 is also characterised by granite formations with very few sandy patches which is not favourable for agriculture. The client wishes to erect approximately 3 to 4 units of various sizes. Plans will only be compiled and submitted to the Municipality for approval after consent is obtained.

We are of the opinion that the intention of the client is in line with the provision of the Swakopmund Town Planning Scheme and the Structure Plan.

8. ADVERTISEMENTS

Advertisements for the consent application for Portion 146 (a Portion of Portion 40) of the Farm No. 163, Swakopmund, was placed in the New Era, on the 21st & 28th of April 2026 (Annexure D). The closing date for objections was on the 22nd of May 2026. Neighbouring properties have also been requested for comments. Attached please find copies of letters to neighbours via registered mail (Annexure E). Notice was also placed on the Erf and on the Municipal Notice Board for public comments (Annexure F). By closing time for objections, 1 comment was received against the proposed application (Annexure G).

9. COMMENTS RECEIVED

Comments were received from the neighbouring Portion 147

It should be noted from the onset that the owners of Portion 147 in not objecting against the intentions but merely concerned over the projected possibilities and outcomes directly linked to this application.

Our company was in consultation with the owners of Portion 147 and there seems to be an underlying issue that repeats itself from time to time. It was indicated by the Messrs Scholtz that on occasion our client engages in activities that cause a disturbance within the area. It was specifically

pointed out that our client plays loud music throughout the night and continues for long stretches at a time while entertaining guests.

Our argument is that yes, we acknowledge that these events have taken place and have occurred in the past and recently. The matter was discussed with the client, and it was pointed out that the consent that is being applied for can be revoked by Council if such complaints are received. It was also pointed out to the client that his intentions will fail if such disturbances are to proceed in future.

As explained to Messrs Scholtz, the client can make noise and create problems without any consent. It is our opinion that the application might help to alleviate the problem as the client will not at his own detriment cause or be the cause of disturbance when guests are present at his establishment.

In terms of the limitations coupled with the Consent Use application as being applied for we wish to state that this forms part of the Council Resolution as conditions of approval. Council has consistently approved similar application with the restriction that only 10% of the plot may be used for such purpose. This is the limiting factor of in terms of the extent of the development. Currently the client is of the intentions to set up 3 or 4 units which will be far less than the limit of 10%. If the intentions are a success, then the client might envisage expansion in future but still compliant to the 10% and upon the necessary approval to do so.

It was mentioned by Messrs Scholtz that they would like to see some conditions to be added to the decisions as a sort of relieve to the situation if approved. We understand what Messrs Scholtz is trying to achieve here and agree that some safety measurements be place in writing to protect the rights of neighbouring properties.

The conditions proposed by Messrs Scholtz

1. No use of the property as a venue for weddings, conferences, parties, functions or similar commercial events.
2. Restrictions on amplified music, outdoor sound systems and other noise-generating activities.
3. The implementation of quiet hours during evening and night-time periods, as well as on Sundays and public holidays.
4. Limitations on the maximum number of guests permitted on the property at any one time.
5. Appropriate measures and procedures for the investigation and resolution of complaints from neighbouring property owners.
6. Any additional conditions deemed necessary by the Municipality to preserve the rural-residential character of the area and minimise impacts on neighbouring properties.

We wish to point out that these conditions, as indicated by Messrs Scholtz, cannot be placed upon the approval in its current form as it will infringe on the rights of the client. We cannot limit who comes onto the plot or how many people gather there, the client has rights. We therefore propose the standard conditions that the Municipality normally impose upon such application with an additional condition to be placed upon the consent that limits any loud noise or music to 22:00 as per the law. It is our opinion that the aforesaid will actively address the concerns of Messrs Scholtz in as far as the powers of the Local Authority permits.

10. CONCLUSION

It is our opinion that the intentions of the client will not interfere with any of the amenities of the area. The intentions were advertised and neighbouring properties consulted regarding the intentions and no negative comments or objections were received. The intentions of the client can only add value to the area as it is part of numerous plots moving in the same direction. The natural setting and quality of life experienced away from Town is what makes this specific area prone to such applications.

11. APPLICATION

Application is herewith made for:

- **CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY / ESTABLISHMENT ON PORTION 146 (A PORTION OF PORTION 40) OF THE FARM NO. 163**

Conditions of approval:

- 1. That the applicant is limited to not more than 10% of the size of the portion to be utilized for the "Tourist Establishment" activities.*
- 2. That no excessive noise or loud music be tolerated after 22:00 at night.*
- 3. Council reserves the right to revoke its approval upon receipt of valid complaints against the consent given.*
- 4. That all additional infrastructures that are to be required as a result of the proposed development be for the account of the applicant and in accordance with the specifications of the General Manager: Engineering and Planning Services.*
- 5. That the applicant registers with the Health Services Department and that the standard Health Regulations will apply.*
- 6. That the applicant must operate within the Swakopmund Zoning Scheme provisions.*
- 7. That consent is not transferable.*

It is trusted that you will find the above Application for Consent to construct and operate a Tourist Facility / Establishment on Portion 146 (a Portion of Portion 40) of the Farm No. 163, Swakopmund, in order.

Yours Faithfully,



A R VAN DER WESTHUIZEN

LIST OF ANNEXURES

ANNEXURE A:	DEED OF TRANSFER
ANNEXURE B:	POWER OF ATTORNEY
ANNEXURE C:	LOCALITY PLAN
ANNEXURE D:	NEWSPAPER NOTICES
ANNEXURE E:	PROOF OF REGISTERED MAIL
ANNEXURE F:	SITE AND MUNICIPAL NOTICE
ANNEXURE G:	COMMENTS RECEIVED

Annexure A

T 4799 / 2025

**DEED OF TRANSFER
NO.**

J A THERON & R M HARRIS / J J HAASBROEK

3/4 SHARE IN PORTION 146 (A PORTION OF PORTION 40) OF THE FARM NO. 163

KOEP

advocate, notary, attorney

3516, WINDHOEK

362500

REF: WCK/em/6255160

Prepared by me

CONVEYANCER
KOTZE WC

T 4788 / 2025

DEED OF TRANSFER*Be it hereby made known:*THAT ~~WILLEM GAREL KOTZE~~ Beate Karen Loch

appeared before me, Registrar of Deeds at WINDHOEK he, the said Appearer, being duly authorised thereto by a Power of Attorney granted to him by

1. JEAN ARTHUR THERON
(Identity Number: 570309 0052 8)
MARRIED OUT OF COMMUNITY OF PROPERTY
2. RACHEL MARIE HARRIS
(Born on: 6 MAY 1977)
UNMARRIED

dated the 27th day of JUNE 2025, and signed at SWAKOPMUND

JP

an

JP

- 2 -

And the said Appearer declared that his Principal had truly and legally sold on the 26th day of MARCH 2025

and that he in his capacity aforesaid did, by these presents, cede and transfer, in full and free property, to and on behalf of

JOHANNES JACOB HAASBROEK

(Born on: 26 APRIL 1970)

MARRIED TO REGINA CECILIA HAASBROEK, WHICH MARRIAGE IS GOVERNED BY THE LAWS OF THE REPUBLIC OF SOUTH AFRICA

His Heirs, Executors, Administrators or Assigns,

CERTAIN: THREE QUARTERS SHARE IN PORTION 146 (A PORTION OF PORTION 40) OF THE FARM NO. 163

SITUATE: IN THE MUNICIPALITY OF SWAKOPMUND
REGISTRATION DIVISION "G"
ERONGO REGION

MEASURING: 10,0049 (TEN COMMA NIL NIL FOUR NINE) HECTARES

FIRST TRANSFERRED and still held by Deed of Transfer No. T155/2014 with General Plan S.G No. A272/2007 relating thereto

- A. **SUBJECT** to the following condition imposed in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), namely:

IN FAVOUR OF THE LOCAL AUTHORITY:

The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).

- B. **ENTITLED** to a Servitude of Right of Way, the area of which is indicated by the figure xABCDEFGHIJK on Diagram No. A186/2008 over Portion 5 (Street) of the Farm No. 236 and created in Notarial Deed No. K553/2009S.

- 3 -

WHEREFORE the Appearer, renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same, and that, by virtue of these presents, the said TRANSFEREE, His Heirs, Executors, Administrators or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights, and finally acknowledging the purchase price to be the sum of N\$600 000 00

Signed at WINDHOEK on

2025-08-06

together with the appearer, and confirmed with my seal of office.

In my presence,



Signature of Appearer

1. Exemption Certificate 28306346
Issued at WALVIS BAY
On 10 JULY 2025
for N\$0.00

Checked: 1 _____
2 _____

2. I, the undersigned, WILLEM CAREL KOTZE hereby certify in terms of Section 78(a) of Act 23/1992 ("the Act") that all rates leviable in respect of the immovable property contained in this Deed, and all the fees, charges and other moneys due to the local authority council in respect of any service, amenity or facility supplied to such property in terms of the Act, inclusive of any availability charge and minimum charge provided for in section 30(1)(ii) of the Act, have been paid up to and including the date of registration thereof. A building compliance certificate by the local authority has been issued

CONVEYANCER

Annexure B

SPECIAL POWER OF ATTORNEY



I/We, the undersigned,

JOHANNES JACOB HAASBROEK (ID: 70042650 0408 0)

In my/our capacity as:

THE REGISTERED OWNER OF PORTION 148 (A PORTION OF PORTION 40) OF THE FARM NO. 163, SWAKOPMUND

do hereby nominate, constitute and appoint,

VAN DER WESTHUIZEN PLANNING & PROPERTIES CC, P O BOX 1598, SWAKOPMUND

With power of Substitution, to be my lawful Attorney and Agent in my/our name, place and stead, negotiate and to make all necessary applications to Municipality, Town Council, Ministry of Urban and Rural Development or any other authority, for the:

- **CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 148 (A PORTION OF PORTION 40) OF THE FARM NO 163.**

At the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as I/We might or could do if personally present and acting herein – hereby ratifying, allowing and confirm all and whatsoever my/our said Attorney and Agent shall lawfully do, or cause to be done, by virtue of these present.

SIGNED at Swakopmund this 22 day of May 2026

In the presence of the undersigned witnesses.

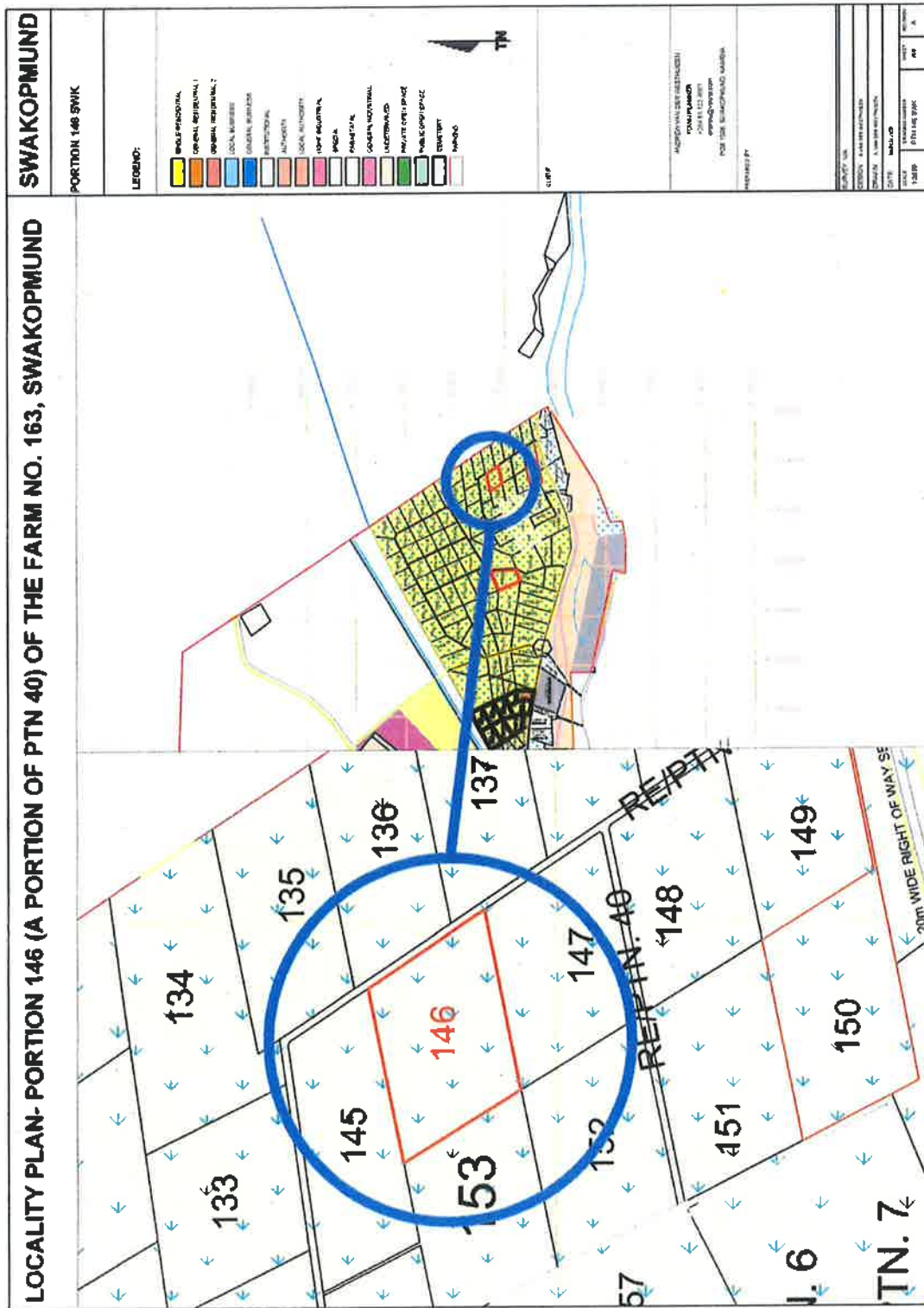
WITNESSES:

1. [Signature]

2. [Signature]

[Signature]
JOHANNES JACOB HAASBROEK

Annexure C



Annexure D

Annexure E

namposi

[illegible]

Number of items

Received by

Date-stamp



P1/186

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
8200 SW 127 0566 90
8200 SW 127 0566 90
SWAKOPMUND MUNICIPALITY

Your Ref: Portion 146

LORDS CONSTRUCTION
PO BOX 3465
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 146 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163.

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1588
SWAKOPMUND - NAMIBIA
TEL: 091 122 5111
FAX: 091 122 5110
WWW.SWAKOPMUND.NA

Your Ref: Portion 146

H & H VAN RENSBURG
PO BOX 4800
VINETA, SWAKOPMUND
NAMIBIA
13003

21 APRIL 2026

Dear Sir/Madam,

**APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON
PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163**

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 146 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

**CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION
OF PORTION 40) OF THE FARM NO 163.**

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

Van Der Westhuizen
TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 122 1997
+264 81 122 1997
info@vdw.co.na

Your Ref: Portion 146

HH HAIMBONDI
PO BOX 2405
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 146 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163.

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 91 122 5565
+264 91 122 5565
info@van-der-westhuizen.com

Your Ref: Portion 146

A HAIMBODI
PO BOX 1301
ONDANGWA
NAMIBIA
15002

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 146 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163.

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

Van der Westhuizen
TOWN PLANNING & PROPERTIES

PO BOX 1008
SWAKOPMUND, NAMIBIA
+264 81 122 1008
+264 81 122 1009
info@westhuizen.co.na

Your Ref: Portion 146

RG SCHOLTZ
PO BOX 1316
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 146 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163.

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN


TOWN PLANNING & PROPERTIESPO BOX 1598
SWAKOPMUND, NAMIBIA
+264 91 122 888
+264 91 122 888
info@townplanningproperties.com

Your Ref: Portion 146

L RANTA-HENCHOZ
PO BOX 8017
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 146 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO 163.

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,


A R VAN DER WESTHUIZEN

Annexure F



TOWN PLANNING & PROPERTIES

NOTICE OF INTENTION:

Take note that Van Der Westhuizen Town Planning & Properties CC on behalf of our Client, being the registered owner of Portion 146 (A Portion of Portion 40) of the Farm No. 163, herewith intends to apply to the Municipality of Swakopmund for the following:

TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 146 (A PORTION OF PORTION 40) OF THE FARM NO. 163

Attention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short-term accommodation.

Further take note that -

Plans of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Main Street & Daniel Kamoh Avenue.

Any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the publication of this notice.

It is further advised that the written objection must be forwarded within the prescribed time as required by the Urban and Town Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 01 October 2026.

For further information contact:

Person: Van Der Westhuizen Town Planning & Properties cc
A van der Westhuizen
0811224661
andrew@vdtwp.com
1595, Swakopmund, Namibia

LOCALITY PLAN- PORTION 135 (A PORTION OF PTN 40) OF THE FARM NO. 163, SWAKOPMUND

SWAKOPMUND

PORTION 135 SWK

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Annexure G

Nico and Riana Scholtz

Plot 147

Swakop River Plots

Swakopmund

19 May 2026

The Chief Executive Officer

Municipality of Swakopmund

RE: COMMENTS REGARDING THE PROPOSED TOURISM ACCOMMODATION DEVELOPMENT ON PLOT 146, SWAKOP RIVER PLOTS

My wife, Riana G. Scholtz, and I are the owners and residents of Plot 147, which adjoins Plot 146 within the Swakop River Plots area.

We wish to register our comments and concerns regarding the proposed tourism accommodation development on Plot 146 and respectfully request that the Municipality consider the potential impact of the development on neighbouring properties and the character of the Swakop River Plots area.

The Swakop River Plots area has traditionally been characterised by its low-density rural-residential nature, tranquillity, privacy and peaceful living environment. These qualities form an important part of the area's character and are among the primary reasons why we have chosen to live and invest in the area.

We are not opposed in principle to the construction of a limited number of tourism accommodation units. However, we are concerned about the potential impact that increased visitor numbers, vehicle traffic, gatherings, late-night activity and associated noise may have on neighbouring properties and on the established rural-residential character of the area.

We have experienced occasions in recent years where amplified music originating from Plot 146 continued throughout the night and into the following day, causing disturbance to our family on the neighbouring property. While such incidents have been relatively infrequent, they nevertheless raise concerns regarding the potential for increased noise and activity associated with a tourism accommodation operation.

Our primary concern is understanding the extent of the rights that may be granted through the current application and the degree to which neighbouring property owners will be protected from potential future impacts. We would therefore appreciate clarification as to whether approval of the current application

relates solely to the proposed accommodation units, or whether it could facilitate future expansion of activities on the property without further consultation with neighbouring property owners.

Should the Municipality decide to approve the application, we respectfully request that consideration be given to the inclusion of appropriate conditions aimed at protecting neighbouring properties and preserving the character of the area, including:

1. No use of the property as a venue for weddings, conferences, parties, functions or similar commercial events.
2. Restrictions on amplified music, outdoor sound systems and other noise-generating activities.
3. The implementation of quiet hours during evening and night-time periods, as well as on Sundays and public holidays.
4. Limitations on the maximum number of guests permitted on the property at any one time.
5. Appropriate measures and procedures for the investigation and resolution of complaints from neighbouring property owners.
6. Any additional conditions deemed necessary by the Municipality to preserve the rural-residential character of the area and minimise impacts on neighbouring properties.

We trust that the Municipality will give due consideration to the concerns of neighbouring residents and to the preservation of the peaceful character of the Swakop River Plots area when evaluating this application.
Yours faithfully,

Nico Scholtz

Riana G. Scholtz

Plot 147

Swakop River Plots

Email nico@scarab.com.na / riana@scarab.com.na

Cell: 081 226 2821 / 081 328 6255

11.1.18 **APPLICATION FOR CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY OR ESTABLISHMENT ON PORTION 136 (A PORTION OF PORTION 40) OF FARM 163 SWAKOPMUND**
(C/M 2026/10/01 - PTN 136/PTN 40/FARM 163)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.11** page **163** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for Council to consider the application for consent to construct and operate a tourist establishment on Portion 136 (a portion of portion 40) of Farm 163, Swakopmund, Smallholdings, in terms of Clause 5(k)(1), in conjunction with Clause 6 of the Swakopmund Zoning Scheme.

2. Introduction and Background

An application for consent to construct and operate a tourist establishment on portion 136 (a portion of portion 40) of Farm 163, Swakopmund, was received by the Town Planning Department from van der Westhuizen Town Planning and Properties on behalf of the registered owners, Messrs H and H van Rensburg. The application is attached as **Annexure A**.

3. Ownership

The ownership of portion 136 of Farm 163, Swakopmund vests in Hindie van Rensburg and Hindie van Rensburg as held by Deed of Transfer T 4771/2012. The Deed of Transfer is part of the application, **Annexure A**.

4. Locality, Zoning and Size

Portion 136 of Farm 163, Swakopmund is located in Smallholdings also known as Swakop River Plots. The portion is zoned "Agriculture" and measures 10 000m² (10 Ha) in extent.

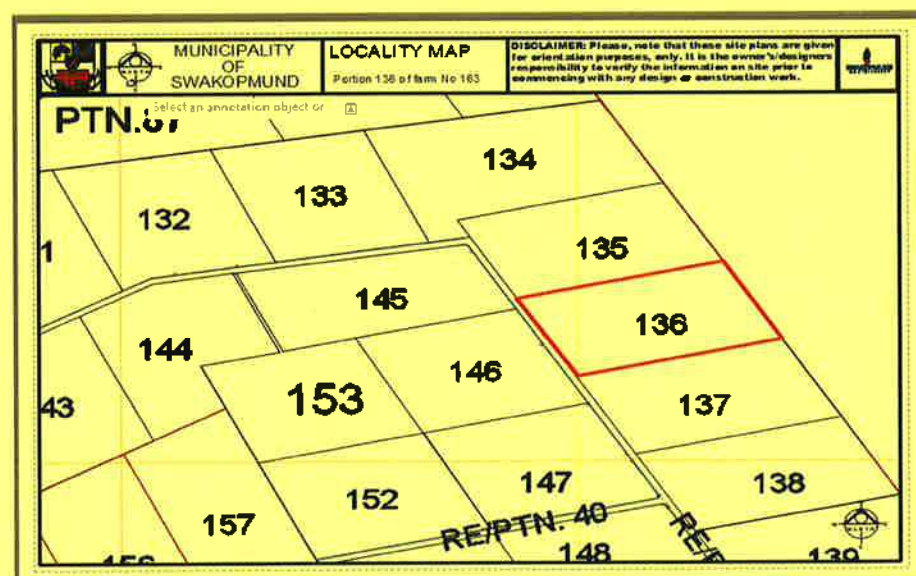


Figure 1: Locality plan for Portion 136

5. Access, municipal services, and parking

Access to Portion 136, Swakopmund is obtained from the internal road network of junction 5 and no change in access points for the intended consent use is foreseen. The property is already connected to the municipal water reticulation system. The proposed development will result in an increased demand and load in terms of water consumption, sewerage and refuse removal. The provision and installation of any additional on-site services should be for the account of the owner, to the satisfaction of the General Manager of Engineering, Urban Development and Environmental Management.

6. Public Consultation

A notice of the proposed consent use was published in the New Era newspaper on the 21st and 28th April 2026. The intent was also displayed on site, and neighbouring property owners were notified in writing via registered mails in terms of Clause 6 of the Swakopmund Zoning Scheme. In addition, the applicant placed a notice on Council's notice board. The closing date for objections or comments to the proposal was Wednesday 22nd May 2026. No objections were received by the closing date.

7. Development Proposal

The applicant intends to construct nine to ten (9-10) accommodation units of various sizes, together with a main office and a manager's residence, for the purpose of providing overnight accommodation to tourists, guests, and travellers seeking short-term accommodation.

8. Evaluation

The proposed Tourist Establishment is an activity which is permissible on consent under the "Agricultural" zone provision. In terms of Clause 4.3, Table B of the Swakopmund Zoning Scheme, land zoned "Agriculture" has the following rights pertaining to the "erection and use of buildings and use of land":

	1	2	3	4
	Zone	Map Reference	Purposes for which land may be used	Purposes for which land may be used, and buildings may be erected and used with the Special consent of the Council only.
K	Agriculture	Green outline	Agricultural building	<u>Tourist Facilities,</u> Dwelling Houses, Farm Stall, Place of Instruction, Place of Public Worship, Shop, <u>Tourist Establishment,</u> Private open Space

The Swakopmund Zoning Scheme defines the Tourist Establishment as:

"means a building designed and /or used as an accommodation establishment which is not a hotel and includes a pension, a caravan park, a guesthouse, a lodge, a backpackers lodge, a motel and all other establishments referred to in the definitions of "Accommodation

Establishments and Tourism Ordinance 20 of 1973” as well as the regulations made thereunder, the Liquor Act 6 of 1998 and the Namibian Tourism Act 21 of 2000.”

Given the definition above, the intended activities are permissible and conforms to the provisions of the zoning scheme. In terms of the Swakopmund Structure Plan 2020-2040, Portion 136 falls within Zone D which is reserved for Agricultural Estate.

The tourism sector has, for many years, been one of the key pillars of Namibia’s economy. Swakopmund is a popular holiday destination for both international tourists and local visitors seeking to escape the heat of the interior and enjoy a variety of recreational and adventure activities. As such, tourism contributes significantly to the local economy of Swakopmund.

The remaining portion of land should be kept for farming activities not to defeat the primary purpose of agricultural land.

9. Conclusion

The proposed development is not foreseen to pose any negative effect on the surrounding neighbourhood. It can therefore be supported.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That the application for Consent Use for a Tourist Establishment on Portion 136 (a portion of Portion 40) of Farm 163, Swakopmund, be approved.**
 - (b) That the applicant is limited to not more than 10% the size of the portion to be utilized for the “Tourist Establishment or Tourist Facilities” activities.**
 - (c) That all additional infrastructures that are to be required as a result of the proposed development be for the account of the applicant and in accordance with to the specifications of the General Manager: Urban Development and Environmental Management.**
 - (d) That Council reserves the right to cancel a consent use should there be valid complaints.**
 - (e) That the applicant registers with the Health Services Department and that the standard Health Regulations will apply.**
 - (f) That the applicant must operate within the Swakopmund Zoning Scheme provisions.**
 - (g) That consent is not transferable.**
-

ANNEXURE A - APPLICATION

22.03.01. Ptn 136/Ptn 40/Farm 16

8

TOWN PLANNING & PROPERTIES

PO BOX 1598
 SWAKOPMUND, NAMIBIA
 TEL: 06-1 122 1598
 FAX: 06-1 122 1598
 email: info@swakopmund.na

Chief Executive Officer
 Municipality of Swakopmund
 P.O. Box 53
 SWAKOPMUND
 Namibia



9 JUNE 2026

Dear Sir,

**APPLICATION FOR CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY /
 ESTABLISHMENT ON PORTION 136 (A PORTION OF PORTION 40) OF THE FARM NO. 163**

Application is herewith made, on behalf of the registered owner/s of Portion 136 (a Portion of Portion 40) of the Farm No. 163, Messrs H & H van Rensburg, for Consent to construct and operate a Tourist Facility / Establishment on the said property.

1. BACKGROUND

The area of the Swakopmund river plots is relatively large and varies a lot in terms of its landscape. The current zoning for the area is predominantly agriculture but tends to lean more towards residential use being practiced. The terrain, especially in this case, makes agriculture not viable. The Swakopmund Town Planning Scheme No.12 makes provision for owners of such plots to explore other avenues to utilise their properties. Since tourism is a well know income generator and the use in line with the consent use of the zoning it is thus necessary to apply to Council for such consent.

2. OWNERSHIP

Ownership of Portion 136 (a Portion of Portion 40) of the Farm No. 163 vests with Messrs H & H van Rensburg as per attached Deed of Transfer T 4771/2012 (Annexure A). Power of Attorney for the intended procedures and application for consent is attached as Annexure B.

3. LOCALITY

Portion 136 (a Portion of Portion 40) of the Farm No. 163 is located at the Swakopmund River plots, in Junction 5 along Kokkerboom Street and directly bordering the eastern boundary of Swakopmund Town and Townlands (Annexure C).

22-03-01. Ptn 136/Ptn 40/Farm 163

8

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
Tel: +264 91 122 1111
Fax: +264 91 122 1111
m.d. @ swakopmund.com

Chief Executive Officer
Municipality of Swakopmund
P.O. Box 53
SWAKOPMUND
Namibia



9 JUNE 2026

Dear Sir,

APPLICATION FOR CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY / ESTABLISHMENT ON PORTION 136 (A PORTION OF PORTION 40) OF THE FARM NO. 163

Application is herewith made, on behalf of the registered owner/s of Portion 136 (a Portion of Portion 40) of the Farm No. 163, Messrs H & H van Rensburg, for Consent to construct and operate a Tourist Facility / Establishment on the said property.

1. BACKGROUND

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3. LOCALITY

Portion 136 (a Portion of Portion 40) of the Farm No. 163 is located at the Swakopmund River plots, in Junction 5 along Kokkerboom Street and directly bordering the eastern boundary of Swakopmund Town and Townlands (Annexure C).

4. ZONING AND ERF SIZE

The property is zoned as Agricultural and currently accommodates existing dwelling units used for residential purposes. The property measures approximately 10ha in extent. In terms of the Swakopmund Town Planning Scheme, under the consent use provisions for the relevant zoning, it makes provision for the owners of the property to apply for consent to construct and operate a Tourists facility / Establishment on the plot.

5. ACCESS TO THE PROPERTY

Access to Portion 136 is currently obtained from the internal road network of Junction 5 and as such there is no need to amend the current access points. Any additional access requirements that might arise in future shall be communicated to the Swakopmund Municipality for consideration.

6. INFRASTRUCTURE

The property is already connected to the existing infrastructure; any possible future needs shall be communicated to the relevant institutions in this regard. It is not foreseen that the intended use will in any way interfere with the existing situation. The owners will make provision for adequate services on the property to effectively operate the proposed establishment.

7. INTENTION AND MOTIVATION

It is the intention of the client to construct a facility that is to be used for overnight accommodation by tourists and guests looking for short term accommodation. As mentioned previously in this application, the property itself is rather rocky by nature making agriculture not a viable option. The plot however has another characteristic that sets it apart from most of the plots in the area. The plot is situated on a high point in the area and has a view down the undisturbed valley of the Dorob National Park to the East. The client wishes to erect approximately 9 to 10 units of various sizes, with a main office and managers housing. Plans will only be compiled and submitted to the Municipality for approval after consent is obtained.

The natural setting makes the intentions of the client more viable as there is a great demand for overnight accommodation within Swakopmund as a Town and the more rural environment for its tranquillity. We are of the opinion that the intention of the client is in line with the provision of the Swakopmund Town Planning Scheme and the Structure Plan.

8. ADVERTISEMENTS

Advertisements for the consent application for Portion 136 (a Portion of Portion 40) of the Farm No. 163, Swakopmund, was placed in the New Era, on the 21st & 28th of April 2026 (Annexure D). The closing date for objections was on the 22nd of May 2026. Neighbouring properties have also been requested for comments. Attached please find copies of letters to neighbours via registered mail (Annexure E). Notice was also placed on the Erf and on the Municipal Notice Board for public comments (Annexure F). By closing time for objections, NO objections were received against the proposed application (Annexure G).

9. CONCLUSION

It is our opinion that the intentions of the client will not interfere with any of the amenities of the area. The intentions were advertised and neighbouring properties consulted regarding the intentions and no negative comments or objections were received. The intentions of the client can only add value to the area as it is part of numerous plots moving in the same direction. The natural setting and quality of life experienced away from Town is what makes this specific area prone to such applications.

10. APPLICATION

Application is herewith made for:

- **CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY / ESTABLISHMENT ON PORTION 136 (A PORTION OF PORTION 40) OF THE FARM NO. 163**

It is trusted that you will find the above Application for Consent to construct and operate a Tourist Facility / Establishment on Portion 136 (a Portion of Portion 40) of the Farm No. 163, Swakopmund, in order.

Yours Faithfully,



A R VAN DER WESTHUIZEN

LIST OF ANNEXURES

ANNEXURE A:	DEED OF TRANSFER
ANNEXURE B:	POWER OF ATTORNEY
ANNEXURE C:	LOCALITY PLAN
ANNEXURE D:	NEWSPAPER NOTICES
ANNEXURE E:	PROOF OF REGISTERED MAIL
ANNEXURE F:	SITE AND MUNICIPAL NOTICE

Annexure A



Be it hereby made known:

dated the 3rd day of JULY 2012, and signed at SWAKOPMUND

143

- 2 -

And the said Appearer declared that his/her Principal had truly and legally sold on the 30th day of MAY 2012

and that he/she in his/her capacity aforesaid did, by these presents, cede and transfer, in full and free property, to and on behalf of

1. **HINDIE VAN RENSBURG**

(Identity Number: 550628 0007 2)

MARRIED TO SUZANNE ELIZABETH VAN RENSBURG WHICH MARRIAGE IS GOVERNED BY THE LAWS OF THE REPUBLIC OF SOUTH AFRICA

2. **HINDIE VAN RENSBURG**

(Identity Number: 810812 1108 3)

MARRIED TO MARI VAN RENSBURG WHICH MARRIAGE IS GOVERNED BY THE LAWS OF THE REPUBLIC OF SOUTH AFRICA

their Heirs, Executors, Administrators or Assigns,

CERTAIN: PORTION 136 (A PORTION OF PORTION 40) OF THE FARM NO. 163

SITUATE: IN THE MUNICIPALITY OF SWAKOPMUND
REGISTRATION DIVISION "G"
ERONGO REGION

MEASURING: 10,0012 (TEN COMMA NIL NIL ONE TWO) HECTARES as indicated on General Plan SG No. A 272/2007 and held by Deed of Transfer No. T 4086/2000

SUBJECT to the following conditions imposed in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954), namely:

IN FAVOUR OF THE LOCAL AUTHORITY:

1. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended.
2. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.

ENTITLED to a Servitude of Right of Way, the area of which is Indicated by the figure xABCDEFGHJK on Diagram No. A 186/2008 over Portion 5 (Street) of the Farm No. 263 and created in Notarial Deed No. K 553/2009S.



- 3 -

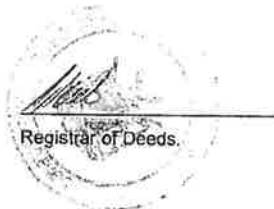
WHEREFORE the Appearer, renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same, and that, by virtue of these presents, the said TRANSFEREE, their Heirs, Executors, Administrators or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights, and finally acknowledging the purchase price to be the sum of N\$750 000.00.

Signed at WINDHOEK on

11 SEP 2022

together with the appearer, and confirmed with my seal of office.

In my presence,




Signature of Appearer

1. Transfer Duty Receipt No.
OR Exemption Certificate: 303095028
Issued at Walvis Bay
On 16 JULY 2012
for N\$3 500.00

Checked: 1. _____
2. _____

2. I, the undersigned, WILLEM CAREL KOTZE hereby certify in terms of Section 78(a) of Act 23/1992 ("the Act") that all rates leviable in respect of the immovable property contained in this Deed, and all the fees, charges and other moneys due to the local authority council in respect of any service, amenity or facility supplied to such property in terms of the Act, inclusive of any availability charge and minimum charge provided for in section 30(1)(u) of the Act, have been paid up to and including the date of registration thereof.

CONVEYANCER

0

Annexure B

SPECIAL POWER OF ATTORNEY



I/We, the undersigned,

HINDIE VAN RENSBURG (ID: 550628 0007 2)

AND

HINDIE VAN RENSBURG (ID: 810812 1108 3)

In my/our capacity as:

THE REGISTERED OWNERS OF PORTION 136 (A PORTION OF PORTION 40) OF THE FARM NO. 163, SWAKOPMUND

do hereby nominate, constitute and appoint,

VAN DER WESTHUIZEN PLANNING & PROPERTIES CC, P O BOX 1598, SWAKOPMUND

With power of Substitution, to be my lawful Attorney and Agent in my/our name, place and stead, negotiate and to make all necessary applications to Municipality, Town Council, Ministry of Urban and Rural Development or any other authority, for the:

- ✓ **CONSENT TO CONSTRUCT AND OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 136 (A PORTION OF PORTION 40) OF THE FARM NO 163.**

At the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as I/We might or could do if personally present and acting herein - hereby ratifying, allowing and confirm all and whatsoever my/our said Attorney and Agent shall lawfully do, or cause to be done, by virtue of these present.

SIGNED at SWAKOPMUND this 4th day of June 2026

In the presence of the undersigned witnesses.

WITNESSES:

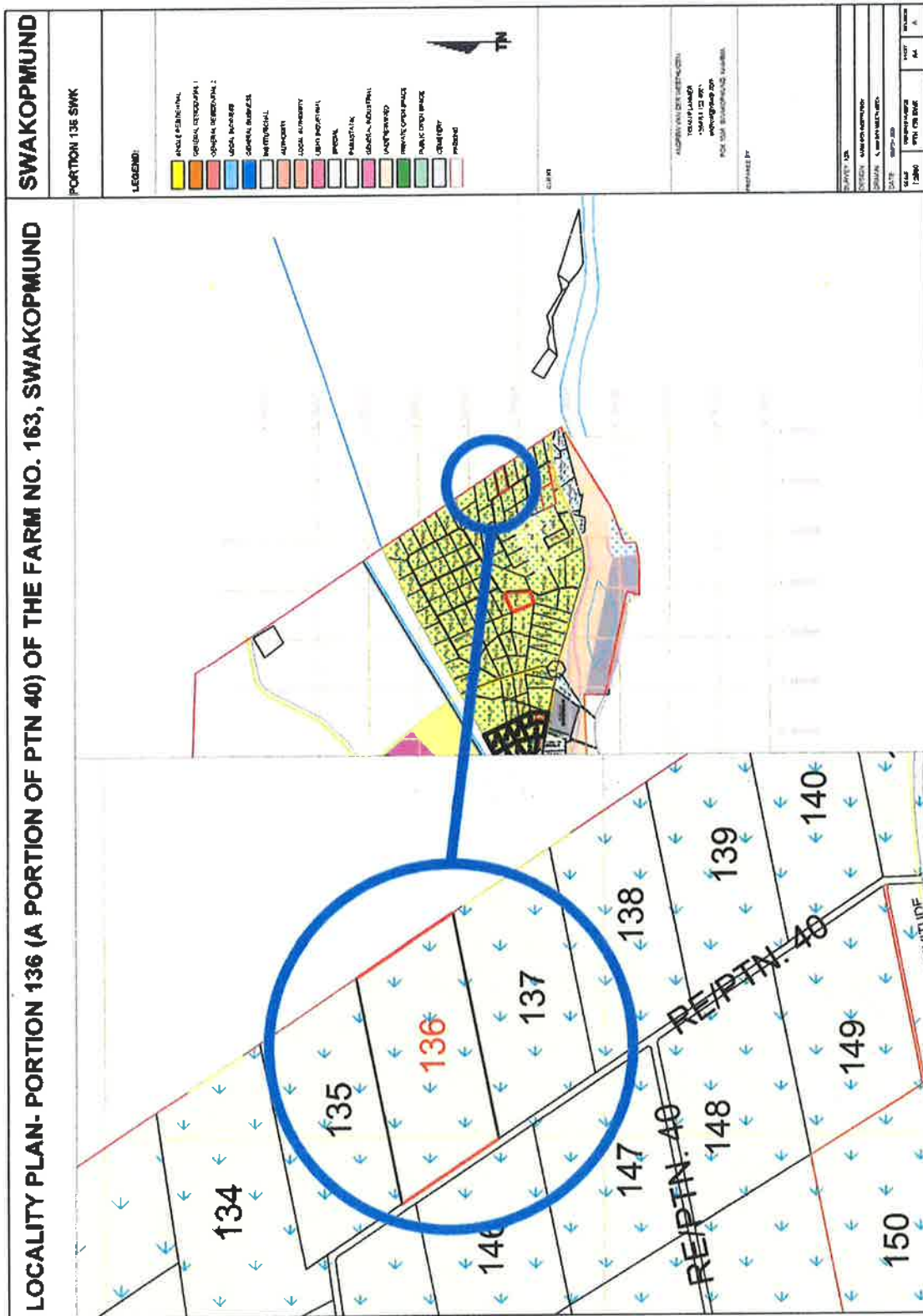
1. 

2. 


HINDIE VAN RENSBURG


HINDIE VAN RENSBURG

Annexure C



Annexure D

Annexure E

by Van De Westhuizer Town Planning & Reporting Co

nampos

[illegible]

Studio mini 2003-4

Number of items

Received by

Date-stamp

No compensation will be considered unless enquiry regarding this postal article is made within one year after the date of posting.

P1/185



TOWN PLANNING & PROPERTIES

PO BOX 1595
SWAKOPMUND, NAMIBIA
TOWN PLANNING & PROPERTIES
SWAKOPMUND MUNICIPALITY

Your Ref: Portion 136

LORDS CONSTRUCTION
PO BOX 3465
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

**APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON
PTN 136 (A PORTION OF PORTION 40) OF THE FARM NO 163**

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 136 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

**CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 136 (A PORTION
OF PORTION 40) OF THE FARM NO 163.**

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN



TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND - NAMIBIA
+264 91 122 1999
+264 91 122 1998
www.van-der-westhuizen.com

Your Ref: Portion 136

HH HAIMBONDI
PO BOX 2405
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 136 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 136 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

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Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 91 422 1598
FAX +264 91 422 1599
WWW.SWAKOPMUND.NM.NG

Your Ref: Portion 136

A HAIMBODI
PO BOX 1301
ONDANGWA
NAMIBIA
15002

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 136 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 136 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

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It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
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Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
TEL: 06 1 22 000 70
FAX: 06 1 22 000 71
WWW.SWAKOPMUND.NA

Your Ref: Portion 136

JJ HAASBROEK
PO BOX 2146
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 136 (A PORTION OF PORTION 40) OF THE FARM NO 163

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 136 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

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It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1366
SWAKOPMUND, NAMIBIA

Your Ref: Portion 136

RG SCHOLTZ
PO BOX 1316
SWAKOPMUND
NAMIBIA
13001

21 APRIL 2026

Dear Sir/Madam,

**APPLICATION FOR CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON
PTN 136 (A PORTION OF PORTION 40) OF THE FARM NO 163**

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**CONSENT TO OPERATE A TOURIST FACILITY/ ESTABLISHMENT ON PTN 136 (A PORTION
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It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
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Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

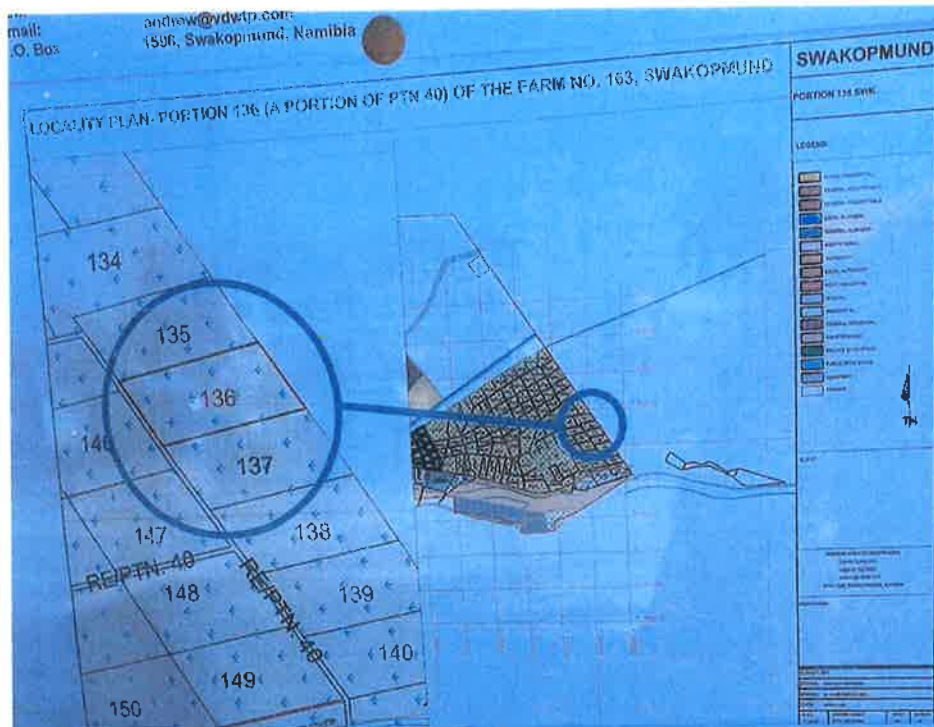
Yours Faithfully,



A R VAN DER WESTHUIZEN

Annexure F





NOTICE OF INTENTION:

Please take note that Van Der Westhuizen Town Planning & Properties CC on behalf of our Client, being the registered owner of Portion 136 (A Portion of Portion 40) of the Farm No. 163, herewith intends to apply to the Municipality of Swakopmund for the following:

CONSENT TO OPERATE A TOURIST FACILITY/ESTABLISHMENT ON PTN 136 (A PORTION OF PORTION 40) OF THE FARM NO 163

It is the intention of the client to construct and operate a Tourist Facility/ Establishment on the property in order to provide short term accommodation.

Please further take note that -

(a) the plan of the site can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Pampoteke Street & Daniel Kamoh Avenue,

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objections must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2016, such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Applicant: Van Der Westhuizen Town Planning & Properties cc
Contact Person: A van der Westhuizen
Cell: 0811234461
Email: a@vdtpt.com
P.O. Box 1596, Swakopmund, Namibia

11.1.19

PROPOSED SUBDIVISION OF ERF 8570, EXTENSION 31, SWAKOPMUND
(C/M 2026/10/01 - E 8570)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.12** page **192** refers.

A. This item was submitted to the Management Committee for consideration:

1. Introduction

The purpose of this submission is to consider the subdivision of Erf 8570, Extension 31, Swakopmund, zoned "institutional" (10 652m²) into various portions with different sizes.

This proposal emanates from various enquiries and written applications from non-profit entities, small-scale early childhood development entities and informal kindergartens / soup kitchens to acquire land.

Erf 8570 is large (10 652m²) and more than one project can be accommodated should the erf be subdivided. Attached as **Annexure "A"** is a map indicating the location of the subject erf.

The matter was discussed at the Investment Coordination Committee on **05 August 2026** and it was concluded that:

- *it be confirmed that Erf 8570 is not reserved as an endowment erf for the Government of Namibia (see attached **Annexure "B"**, i.e. the conditions of establishment of 1 July 2019 under no 169 of Government Gazette 6944); and*
- *that an expression of interest be published to conduct a survey on the need to subdivide the subject erf by inviting qualifying non-profit entities to indicate their land size requirements (without any expectation of being allocated a portion should it be viable to subdivide Erf 8570).*

2. Discussion

In terms of Council's decision passed on **25 February 2021** under item 11.1.8, point (c) development proposals are called for erven zoned "institutional", quoted below:

"(c) That development proposals be called for the erven zoned "Institutional" subject to the conditions prescribed in Council's Property Policy."

A memorandum dated **06 November 2025** regarding the proposed subdivision of Erf 8570, Extension 31, Swakopmund was issued to the Economic Development Services Department and the Engineering Services, Urban Development and Environmental Management Department. No reply was received from either department.

In addition to the above, please also take note of the Ministerial directive dated **21 May 2026** issued with regard to the sale of land serviced with government funds (**Annexure "C"**). Extension 31 was serviced with government funds. A separate submission to the ExCo was compiled for discussion on the way forward with regard to the limitation.

The cost for installation of services to Extension 31, Swakopmund was confirmed at N\$125.00/m², i.e therefore N\$62.50/m² as the price is subsidized by 50% of the cost of installation of services.

3. **Similar Subdivision of an Erf zoned "institutional" located in Mondesa**

With reference to a private treaty application to acquire Erf 7041, Mondesa, Council made the following decision on **24 May 2022** under item 11.1.26 quoted:

- (a) *That it be recorded that the Mayor declared her interest in the matter and recused herself.*
- (b) *That the Council decision passed on 24 February 2022 under item 11.1.3 be revoked and that Erf 7041, Mondesa be subdivided in two portions before the public invitation of proposals for the purpose of early childhood development / education."*

Therefore, Council is offering land zoned "institutional" for sale by inviting development proposals from qualifying non-profit entities at a subsidized purchase price, thereby affording all non-profit entities equal opportunity to acquire land for their community related projects.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) **That it be noted that in terms of the conditions of establishment for Extension 31, Swakopmund, Erf 8570 is not reserved as an endowment erf for the Government of Namibia.**
 - (b) **That in order to gauge the viability of subdividing Erf 8570, Extension 31, Swakopmund, zoned "institutional" (10 652m²) into various erven of different sizes, a survey be published calling upon interested qualifying non-profit entities to submit their land size requirements and proof of funding at, at least N\$62.50/m² for the land; and it be clearly stated that the information is to consider the subdivision.**
 - (c) **That once Erf 8570, Extension 31, Swakopmund is subdivided and the newly created erven registered, Council calls for development proposals from qualifying entities in terms of Council's decision made on 25 February 2021 under item 11.1.8, point (c).**
-

6944

Government Gazette 1 July 2019

5

4. Conditions of title

The following conditions are registered in favour of the Local Authority against the title deeds of all erven except the erven referred to in paragraph 3:

- (a) The erf must be used or occupied for purposes which are in accordance with, and the use or occupation of the erf is at all times subject to, the provisions of the Tsumeb Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance No. 18 of 1954); and
- (b) The building value of the main building, excluding the outbuildings, to be erected on the erf must be at least four times the prevailing valuation of the erf by the local authority.

MINISTRY OF URBAN AND RURAL DEVELOPMENT

No. 169

2019

DECLARATION OF SWAKOPMUND EXTENSION 31 TO BE AN APPROVED TOWNSHIP: TOWNSHIPS AND DIVISION OF LAND ORDINANCE, 1963

In terms of section 13 of the Townships and Division of Land Ordinance, 1963 (Ordinance No. 11 of 1963), I -

- (a) declare the area situated on the Remainder of Portion 121 of Farm Swakopmund Town and Townlands No. 41, Registration Division "G" in the Erongo Region and represented by General Plan No. G189 (SG. No. A1178/2015), to be an approved township; and
- (b) set forth in the Schedule the conditions subject to which the application for permission to establish the township concerned has been granted.

DR. P. MUSHELENGA
MINISTER OF URBAN AND RURAL DEVELOPMENT

Windhoek, 10 June 2019

SCHEDULE**1. Name of township**

The township is called Swakopmund Extension 31.

2. Composition of township

The township comprises 227 erven numbered 8440 to 8666 and the remainder streets as indicated on General Plan No. G189 (SG. No. A1178/2015).

3. Reservation of erven

The following erven are reserved for the local authority:

- (a) Erf 8443 is reserved for general administrative purposes; and
- (b) Erven 8664 to 8666 are reserved for public open space purposes.

6

Government Gazette 1 July 2019

6944

4. Conditions of title

The following conditions must be registered in favour of the local authority against the title deeds of all erven, except the erven referred to in paragraph 3:

- (a) The erf must be used or occupied for purposes which are in accordance with, and the use or occupation of the erf must at all times be subject to, the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance No. 18 of 1954).
- (b) The building value of the main building, excluding the outbuilding, to be erected on the erf must be at least equal to the prevailing valuation of the erf by the local authority.



Republic of Namibia

**Ministry of Urban and Rural Development
OFFICE OF THE MINISTER**

Enquiries: Yvette Mutonga
Tel: (+264+61) 297-5215
Fax: (+264+61) 259-906
Email address: ymutonga@murd.gov.na

Government Office Park
Luther Street
our ref: 17/1/1

Private Bag 13289
Windhoek, Namibia

CIRCULAR 1/2026: SALE OF GOVERNMENT SERVICED LAND FOR HOUSING PURPOSES.

TO: All Mayors and Chief Executive Officers of Municipalities and Town Councils
All Chairpersons and Chief Executive Officers of Village Councils

Copy: Her Excellency Netumbo Nandi-Ndaitwa, President: Republic of Namibia
Hon. Evelyn Nwases-Taeyele: Deputy Minister
Dr. Wilhelmine Shivute: Executive Director: MURD.

FROM: SANKWASA JAMES SANKWASA, MP
MINISTER



RE: SELLING OR AUCTIONING OF GOVERNMENT SERVICED LAND TO
PRIVATE INVESTORS IN LOCAL AUTHORITIES.

1. I have, during the induction training (workshops) of all Local Authorities, pronounced a new policy directive regarding the sale of government serviced land within all local authorities to private investors for housing construction purposes. I have noticed that Namibia is becoming a free for all, in land acquisition where the majority of our citizens are now kept at bay because the houses are now becoming available mostly for the rich individual (local and foreigners mostly if not all).
2. It is an open secret that private investors acquire government serviced land from local authorities at a relatively lower price, e.g. at N\$65.00 to N\$95.00 per square metre at most especially in Town and Village Councils, and N\$150.00 to N\$250.00 per square metre (in some municipalities) but sells the same land to the buyers of houses constructed at N\$850.00 to N\$950.00 per square metre (Municipalities, Town and Village Councils). This is triple the acquisition cost, resulting in our people's failure to buy houses.

3. Government (both Ministry and local authorities) service and make land available with the intention to have Namibians gain access to land and not for profit. On the contrary, private investors operating in the housing sector do so for profit. The prices currently charged by the private investors have denied Namibians access to land, which was the main objective of fighting and gaining independence.
4. In terms of section 30 (1) (t) (iii) of the Local Authorities Act 23 of 1992, as amended, stating that "Subject to the provisions of subsections (2) and (3), a local authority council shall have the power – subject to the provisions of part XIII, to - sell, let, hypothecate or otherwise dispose of or encumber any such immovable property, with the prior written approval of the Minister and subject to such conditions if any, as may be determined by him or her, any immovable property and subject thereto that the Minister may determine the method of sale, excluding a sale by auction, letting or hypothecation to be applied by a local authority council in respect of the immovable property, I have determined the conditions that:
 - No any immovable property (government serviced land) will be sold or made available to private investors for housing construction and sale to the public (citizens), except for business purposes or construction of shopping complex, which in return creates employment for our citizens.
 - and that the method of sale will be by direct sale to the individual citizens who applied and apply, first and foremost, before any foreign buyers and no auctioning (bidding) of land, as such approach has denied the common person access to land being acquired by the rich not the poor (lower and ultra-lower income category) constituting the bigger percentage of our population.

It has been noticed that most individuals have been on waiting lists for almost twenty (20) years. Since they applied because such citizens cannot afford to buy through the bidding method of land acquisition.

5. The private investors can, however, apply or acquire unserviced land whose selling rates per square metre will soon be properly determined or altered since such investors' targets the middle- and upper-income class who can afford such costly properties and operate for profit.
6. In instances or cases where land auctioning or bidding have been conducted, such bidding must be cancelled forthwith, as it will not receive approval as required in terms of section 30 of the Local Authorities Act 23 of 1992, as amended. All Local Authorities are expected to implement and operate within the confines of this new directive issued in terms of Article 40 and 41 of the Constitution.

Kind Regards

11.1.20

SUBDIVISION OF PORTION 140 (A PORTION OF PORTION 40) OF FARM NO. 163, SWAKOPMUND INTO PORTION A AND REMAINDER
(C/M 2026/10/01 - PTN 140/PTN40/FARM 163)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.13** page **198** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for the Council to consider the application for the subdivision of Portion 140 (A Portion of Portion 40) of the Farm No. 163, Swakopmund into Portion A and Remainder in terms of Section 97 (1) (e) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).

2. Introduction and Background

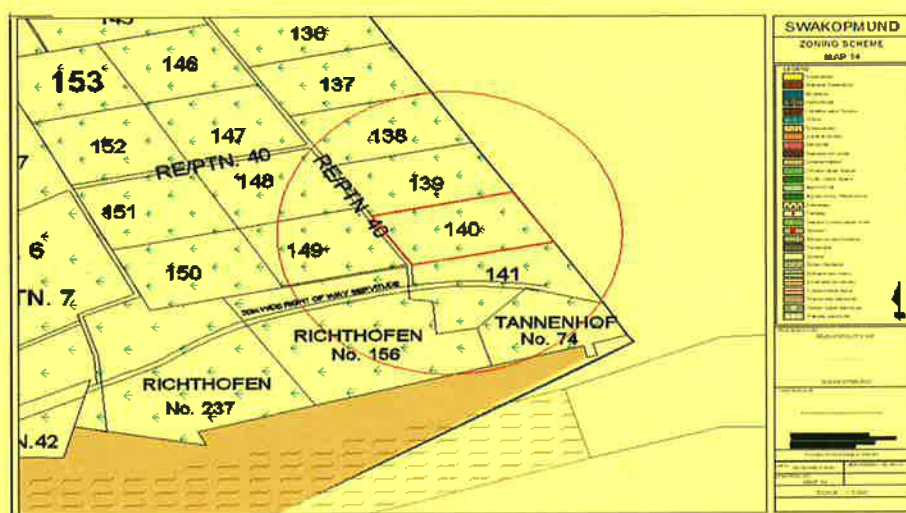
An application to subdivide Portion 140 (A Portion of Portion 40) of the Farm No. 163, Swakopmund into Portion A and Remainder was received by the Town Planning Department from Van Der Westhuizen Town Planning and Properties, applying on behalf of the registered owners, Johannes Langenhoven and Mathilda Langenhoven, in their capacity as members of Desert Wear cc, the company in which the Erf is registered under. The application is attached as **Annexure A**.

3. Ownership

Ownership of Portion 140, (A Portion of Portion 40) of the Farm No. 163, Swakopmund vests in Desert Wear CC as held in Deed of Transfer T 6369/2009. Proof of ownership has been attached together with the application.

4. Zoning, Locality and Size

Portion 140, (A Portion of Portion 40) of the Farm No. 163, Swakopmund is zoned "Agricultural" and is located in Junction 5 of the Swakopmund River Plots towards the eastern boundary of the Swakopmund Town and Townlands. The portion measures 10.0223 hectares in extent and has two dwelling houses on it. See locality below:



5. Access, parking and municipal services

Access to Portion 140, (A Portion of Portion 40) of the Farm No. 163, Swakopmund is obtained via an existing internal access road namely, Remainder of Portion 40. The property is connected to the municipal waterline; sewerage is dealt with by means of septic tank system as is the norm in the area.

The existing municipal services in terms of water will be maintained. Any further extension or upgrading of services due to this subdivision, will be done to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management, at the cost of the applicant (landowner).

The impact of septic tanks on the environment, should more plots be subdivided, must be anticipated and accounted for. It is therefore suggested that the General Manager: Engineering, Urban Development and Environmental Management undertake an audit of septic tanks in the area, assess and come up with mitigation measures in anticipation of more future subdivisions as envisaged in terms of the Swakopmund Structure Plan 2020-2040.

6. Public Notification

In terms of the Urban and Regional Planning Regulations Section 10 (4) for subdivision, only the affected neighbouring property owners must be notified. No publication of notices in newspapers and government gazette is required. The neighbouring property owners were consulted as prescribed in the Urban and Regional Planning Act, 2018(Act. No.5 of 2018). Registered mail was sent to each neighbour. The last date of objection was the 22nd May 2026. No objection was received by the end of objection period.

7. Proposal

It is the intention of the applicant to subdivide Portion 140 into two portions, namely Portion A and the Remainder of Portion 140, Swakopmund. The portions will retain their current "Agricultural" zoning. It is further the intention of the owner to have each dwelling and associated structures on its own portion and then transfer them to his two children. The proposal is indicated in the table below:

Proposed Portion number	Area (Ha)	Zoning
Portion A	5.01ha	Agricultural
Remainder of Portion 40	5.01ha	Agricultural
Total	10.02 ha	

8. Technical Comments

The application was circulated to the Engineering, Urban Development and Environmental Management Department for their comments, and the following comments were received:

- (i) "All infrastructure that will be required because of this subdivision be for the account of the applicant/owner to the satisfaction of the General Manager: Engineering, Urban Development and

Environmental Management and that no construction to be considered before approval have been obtained from the GM:EUE "

9. Evaluation

Portion 140 (A Portion of Portion 40) of Farm 163 currently has two dwelling units built on it and it falls within zone B of the Swakopmund Structure Plan 2020-2040 map which is earmarked for Urban Agriculture and allows for subdivision of land parcel up to a minimum size of 5Ha in extent.

In terms of Section 7.1.2 (a) of the Swakopmund Structure Plan 2020-2040, the urban agriculture zone B, can be utilized for market gardens, poultry or pig farms, feedlots, hydroponic and ornamental gardens, horticulture, mariculture/aquaculture or similar uses. The current zoning of "agriculture" will be retained for the newly created portion and the remainder portion, which aligns with the proposal to the provisions of both the Swakopmund Zoning Scheme and the Swakopmund Structure Plan 2020 - 2040 as it does not introduce land uses incompatible with the existing environment. The proposed development is deemed policy-compliant as the provisions of the Structure Plan 2020-2024 supersede the previous municipal policy requirement of a minimum 10-hectare portion size.

10. Title Deeds Conditions

That the conditions registered against Portion 140 (A Portion of Portion 40) of Farm 163 be cancelled and that the following conditions be registered against the titles of the newly created Portion A and the Remainder of Portion 140, Swakopmund:

- (a) *The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).*
- (b) *The building value of the main building, including the outbuildings, to be erected on the erf, must be at least four times the prevailing valuation of the erf.*
- (c) *Registration of a Servitude of Right of Way, over Portion 5 (Street) of the Farm No. 263, in favour of proposed Portion A.*

11. Compensation

The proposed subdivision is subject to a compensation fee of 7.5% in respect of endowment in accordance with the Urban and Regional Planning Act No.5 of 2018 and the Municipal Property Policy.

12. Conclusion

The proposed subdivision of Portion 140 (a portion of Portion 40) of Farm 163, Swakopmund into Portion A and Remainder fully aligns with the provisions of the Swakopmund Zoning Scheme and the Swakopmund Structure Plan 2020-2040. Furthermore, the development will have no adverse impact on the surrounding area and merits favourable consideration.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That the subdivision of Portion 140 (A Portion of Portion 40) of Farm 163, into Portions A and Remainder be approved in terms of Section 101(2)(a) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018), as per the table below:

Proposed Portion number	Area (Ha)	Zoning
Portion A	5.01ha	Agricultural
Remainder of Portion 40	5.01ha	Agricultural
Total	10.02 ha	

- (b) That the area of proposed Portion A and Remainder of Portion 140 (A Portion of Portion 40) of Farm 163, Swakopmund be not less than 5 Ha in extent as per stipulations of Zone B - Urban Agriculture of the Swakopmund Structure plan 2020-2024.
- (c) That the conditions registered against Portion 140 (A Portion of Portion 40) of Farm 163 Swakopmund be cancelled and that the following conditions be registered against newly created Portion A and the Remainder Portion 140 (A Portion of Portion 40), Swakopmund:
- (i) *That the portion shall be used or occupied for the purposes which are in accordance with, and the use or occupation of the portion shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).*
 - (ii) *The building value of the main building, excluding the outbuilding to be erected on the portion shall be at least four times the municipal valuation of the portion.*
 - (iii) *Registration of a Servitude of Right of Way, over Portion 5 (Street) of the Farm No. 263, in favour of proposed Portion A.*
- (d) That the applicant obtains a Portion Number from the Surveyor General before certification of the subdivisional plans by the Council's Town Planner.
- (e) That upon presentation of portion numbers obtain from the Office of the Surveyor General by the applicant to the Town Planning Department, the Town Planner issue the subdivision certificate and certify the subdivision plan.
- (f) That Portion A be subject to a compensation fee in respect of endowment of 7.5% of the land value (market value as determined by Council valuer).
- (g) That no building plans be approved until proof of payment of the compensation fee for the newly created portion has been received by Council.
- (h) That all additional infrastructure that are required as a result of the proposed subdivision be for the account of the applicant/owner and in accordance with the specifications and to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management and that no construction be considered before approval has been obtained from the General Manager: Engineering, Urban Development and Environmental Management.
- (i) That the applicant be informed of this decision in accordance with Section 101(3)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

22-03-01.Ptn40/Ptn40/Farm 163

9

Westhuizen

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 122 5551 W
+264 81 122 5551 F
and westhuizen@swakopmund.na

Van Der Westhuizen Town Planning and Properties CC
(Consultants on behalf of the Registered Landowner)

Date: 9 June 2026

Chief Executive Officer
Municipality of Swakopmund
PO Box 63
Swakopmund
Namibia



APPLICATION FOR SUBDIVISION OF PORTION 140 (A PORTION OF PORTION 40) OF THE FARM NO. 163, SWAKOPMUND, INTO PTN'S A & REMAINDER.

We hereby submit, on behalf of the registered landowner, an application for Subdivision in terms of the *Urban and Regional Planning Act, 2018* (Act No. 5 of 2018), in respect of Portion 140 (A Portion of Portion 40) of the farm No. 163, Swakopmund, situated within the Erongo Region.

Van Der Westhuizen Town Planning and Properties CC have been duly appointed as the authorised planning consultant for the proposed Subdivision. Please take note that Van Der Westhuizen Town Planning and Properties CC are not the registered owner/s of Portion 140 (A Portion of Portion 40) of the farm No. 163, Swakopmund, and as such cannot be held responsible for the compensation fee/fees and/or any communication relating to the compensation fees with regards to this application.

The application is submitted in compliance with the requirements of the Act and the Municipality's prescribed submission procedures. Kindly find enclosed the complete application documentation as required by the checklist for applications submitted to the Municipality.

We trust that the submission is in order and complies with all applicable legislative and procedural requirements. We respectfully request that the application be acknowledged, recorded, and processed.

Yours Faithfully,

A R VAN DER WESTHUIZEN

**FORM A: CHECKLIST****LAND PARCEL NO: PTN 140 (A PTN OF PTN 40) OF FARM NO. 163**

This checklist should appear as the top page of any application

TOWN PLANNING APPLICATIONS SUBMITTED FOR CONSIDERATION BY THE SWAKOPMUND MUNICIPAL COUNCIL

NO.	DOCUMENT DESCRIPTION	ITEM NUMBER	ATTACHED (YES / NO OR N/A)
1.	Application by the consultant or land parcel owner	Attached as Annexure 1	YES
2.	Site details a. Locality and detailed sketch plan (illustration of the whole Swakopmund Municipal boundary in relation to the concerned site) b. Land parcel number (s) allocation by the Office of the Surveyor General.	Attached as Annexure 2A, & Annexure 2B	YES N/A
3.	Conditions to be registered (if applicable)	Attached as Annexure 3	YES
4.	Special power of attorney, including revenue stamps with relevant initials.	Attached as Annexure 4	YES
5.	Closure or environmental clearance certificate (if applicable)	Attached as Annexure 5	NA
6.	Previous Board approval (URPB)	Attached as Annexure 6	N/A
7.	Reade Authority approval together with the sketch plan indicating access point (s)	Attached as Annexure 7	N/A
8.	Legal entity ownership a. Copy of the Founding Statement (cc1/2) (if registered in the name of a Close Corporation). b. Copy of the Company Resolution (if registered in the name of a Company)	Attached as Annexure 8A Attached as Annexure 8B	YES N/A
9.	Copy of the Title Deed or Certificate of Registered Title	Attached as Annexure 9	YES
10.	Conditions of establishment attached to all copies	Attached as Annexure 10	N/A

Instruction: Support document and information must be attached to the application in the order as appears on the checklist.

Note: Any relevant additional document not listed on the checklist should be attached after item number 10. Four (4) original colour and an electronic version of the application should be submitted at the same time. Township establishment applications must be submitted with three (3) A0 colour layout plans and an even listing.



APPLICATION INFORMATION

1. Ownership and commissioning

According to the Deed of Transfer Nr T. 6369/2009, (Annexure 9) ownership of Portion 140 (A Portion of Portion 40) of the farm No. 163, Swakopmund, currently vests with Desert Wear CC. The Founding Statement for Desert Wear CC is attached as (Annexure 8A) The Special Power of Attorney from the owners is attached as (Annexure 4). There exist no conditions within the Deed of Transfer that prohibits the intention to subdivide the property.

2. Locality, Zoning and Erf Size

Portion 140 (A Portion of Portion 40) of the farm No. 163, Swakopmund is located in Junction 5 of the Swakopmund River plots (Annexure 2A) towards the eastern boundary of the Swakopmund Town and Townlands. According to the Deed of Transfer (Annexure 9) the property being subdivided measures approximately 10.0223ha in extent and is zoned as Agriculture.

3. Topography

Portion 140 is predominantly flat and gentle slopes from North to West. Very limited vegetation to be found on the property. No natural features of any significance are found on the property.

4. Access to the property

Access to the proposed properties (Portion A and remainder) shall be obtained via the existing internal road network that is currently supplying access to the property. The existing road network borders both proposed portions and as such no new special access conditions will be required. All future plans submitted is to be checked by the Municipal staff for correctness.

5. Existing Buildings and usage

The property consists of 2 dwellings as well as associated outbuildings that have existed since the late 1800's to early 1900's. The owner is of the intention to subdivide the existing plot into 2 Portions in order to accommodate each dwelling unit along with its associated structures on a separate portion. The nature of use shall remain residential and agriculture.

6. Infrastructure

Portion 140 is currently connected to the Municipal water supply and operates on Erongo R.E.D power. Once the subdivision is completed application will be made to the Local Authority for a new water connection at Portion A. Sewer is currently accommodated for by means of a septic tank system, as is the norm for the area.

7. Developmental proposal

It is the intention of our client to have Portion 140 subdivided into Portion A and Remainder (Annexure 2A). Both portions created through the subdivision will eventually be transferred in the names of the clients two children. The nature of use will remain agriculture as per the current zoning of the property. The intended subdivision is also in line with the requirements of the Swakopmund Structure Plan as approved and adopted by the Municipality of Swakopmund. The proposed subdivision and new erf sizes will be as follows:

Proposed Portions	Portion Sizes in ha
Portion A	5 011ha
Remainder of Portion 140	5 012ha
Total m ²	10 223ha

8. Motivation

With the approval and adoption of the Swakopmund Structure Plan certain areas along the river plots were provided with the opportunity to further subdivide. In the past Council only allowed plots to be subdivided into portions of no less than 10ha. This has subsequently been changed for certain areas as identified in the Swakopmund Structure Plan. Portion 140 located within the Zone B identified as Urban Agriculture (5ha). The intention of the client is in line with the requirements of the Swakopmund Structure Plan and previous Council resolutions approving identical applications. Portion 139 and 150 situated next to and across from Portion 140 was recently subdivided on the same basis.

10. Conclusion

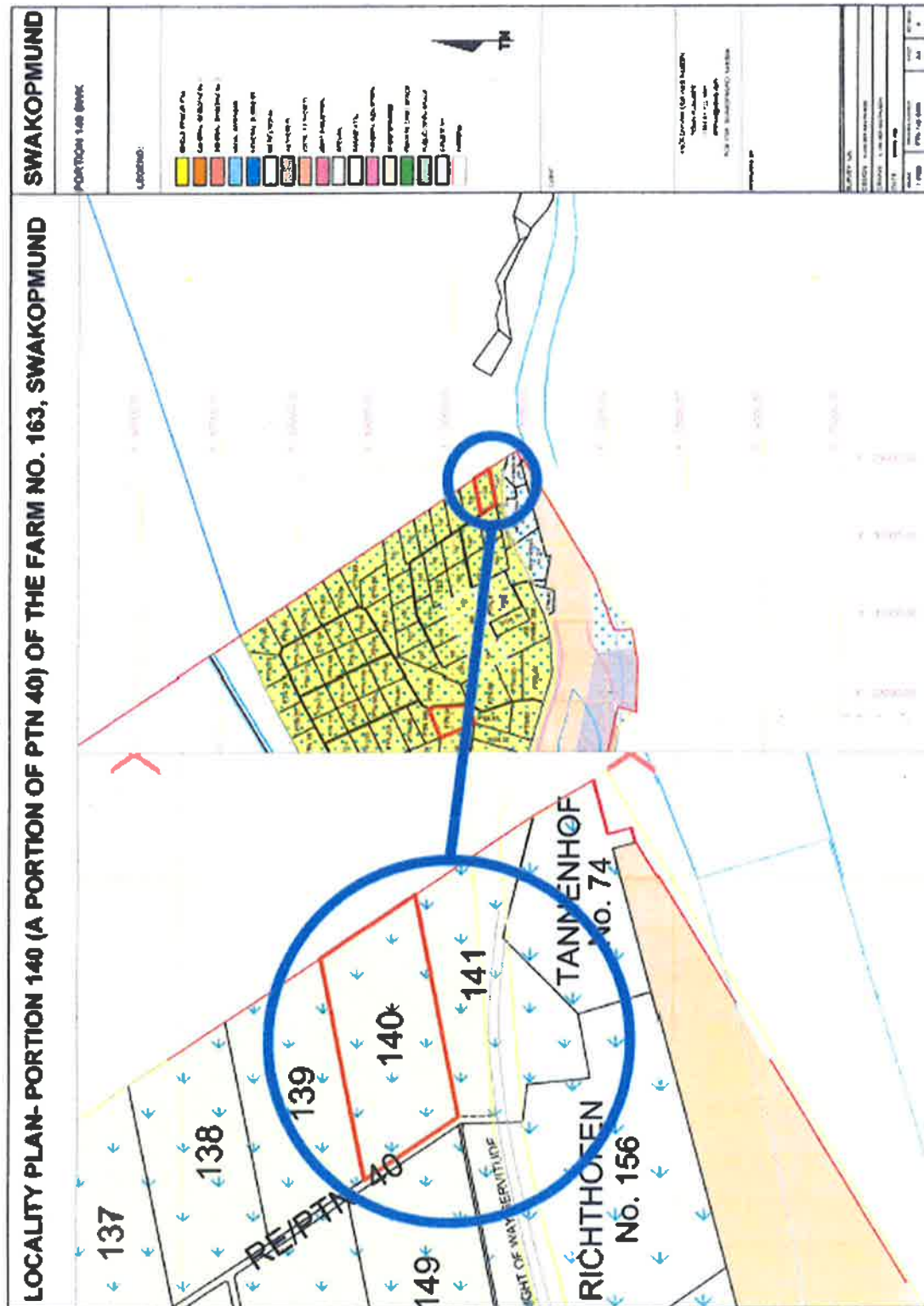
It is our professional opinion that the intended subdivision is in line with the provisions as contained in the approved and adopted Structure Plan of Swakopmund. The intentions of our client will in no way exert any negative impact on the surrounding area. The nature of circumstances makes it very hard for some of the plots to be fully utilized for agricultural purposes and as such smaller portions have become more affordable and financially viable. With Swakopmund reaching its limits in terms of northern, southern and eastern growth and becoming somewhat landlocked to a sense, it is envisaged that the areas from Rossmund Golf Course to the east and including the whole of the Swakopmund River Plots, will experience greater pressure to adapt. Council should as a matter of urgency start with the planning of formal service infrastructure network work for the area. These areas will become Proclaimed Extensions of Swakopmund in the very near future.

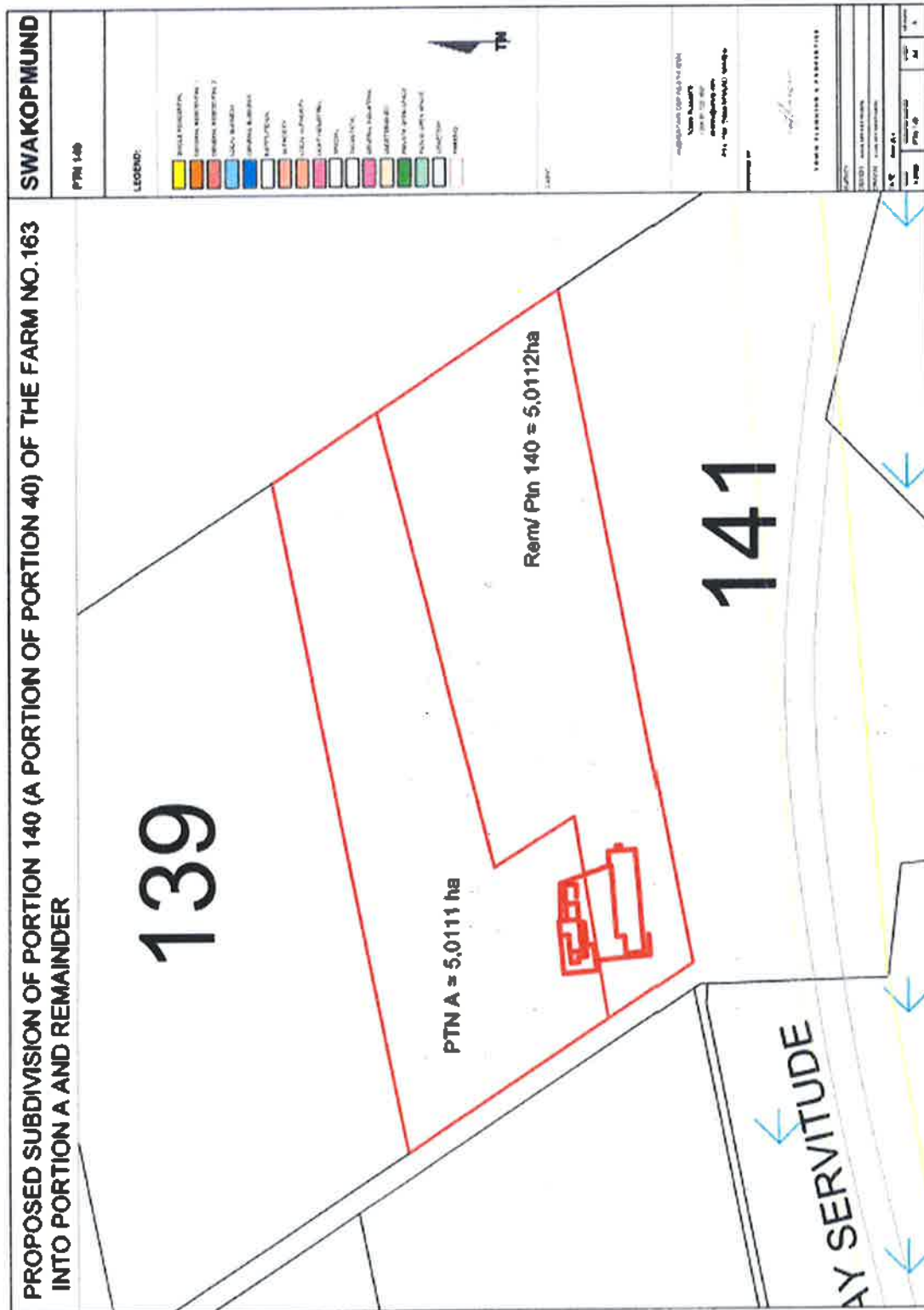
We trust that you find the above application for Subdivision of Portion 140 (A Portion of Portion 40) of the farm No. 163, Swakopmund in order.

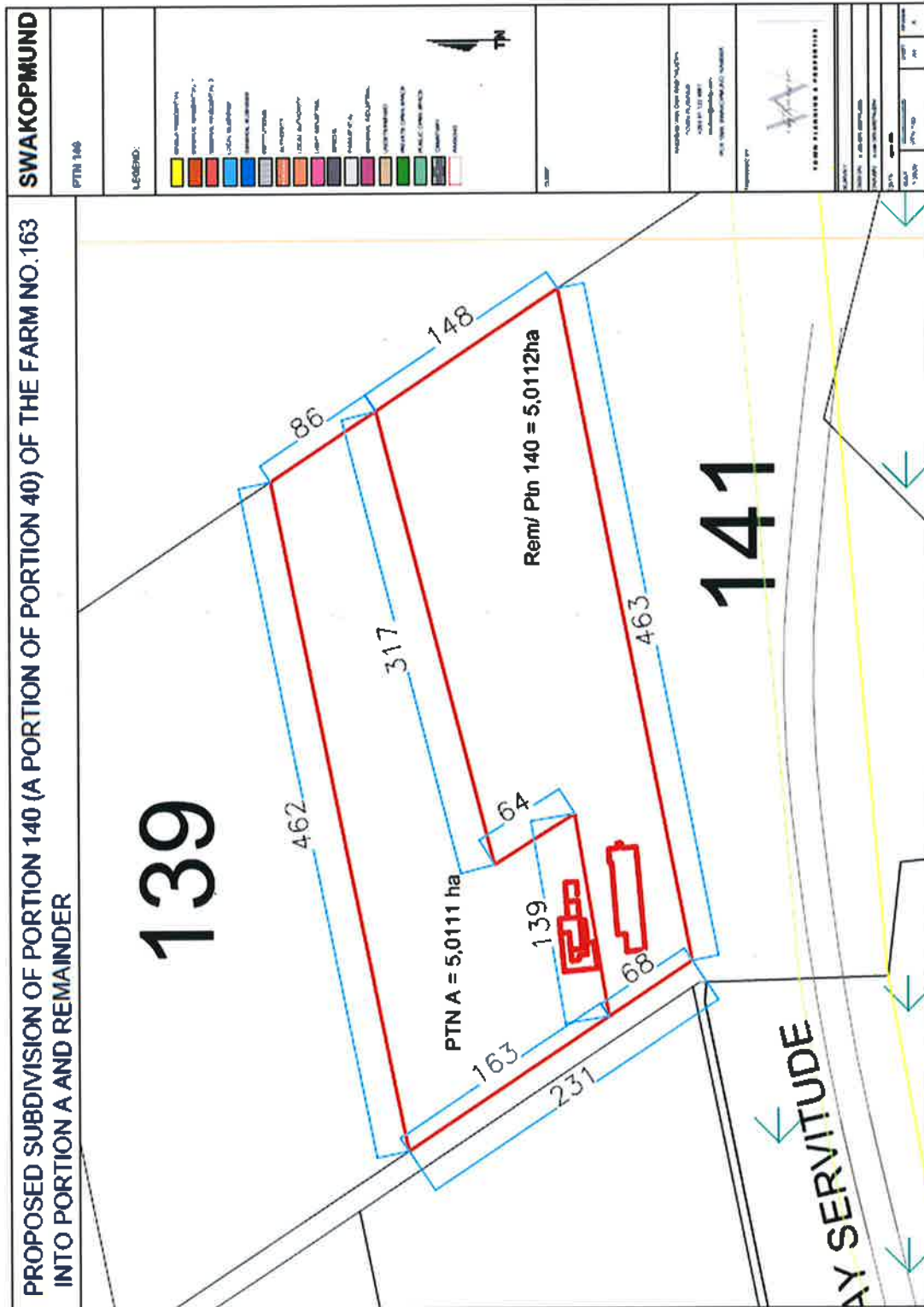
Yours Faithfully,

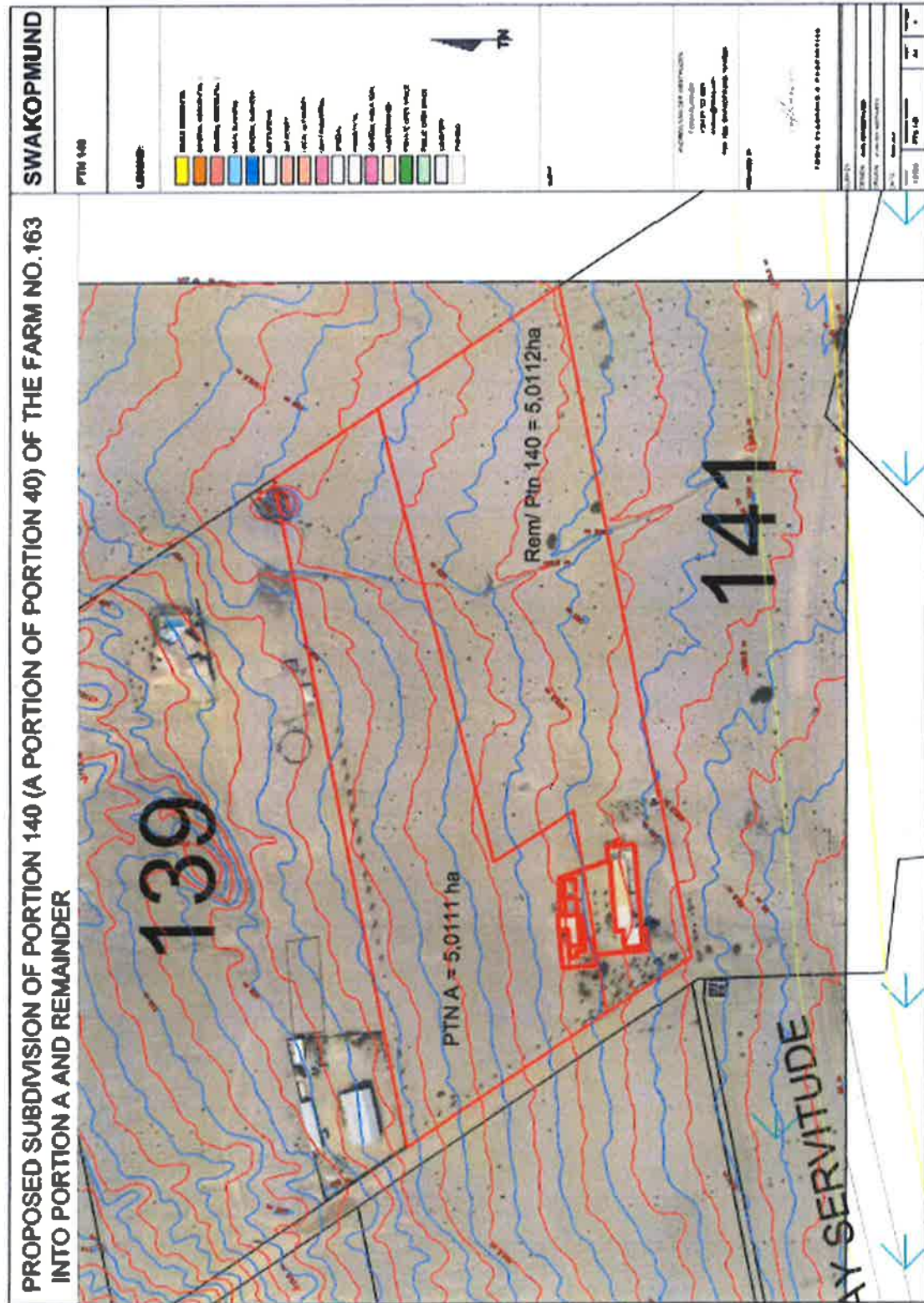


A R VAN DER WESTHUIZEN









CONDITIONS TO BE REGISTERED

Condition to be registered against the Remainder of Portion 140

- a) that the conditions currently registered against the Remainder be retained.

Condition to be registered against proposed Portion A

IN FAVOUR OF THE LOCAL AUTHORITY

- (a) The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).
- (b) The building value of the main building, excluding the outbuildings to be erected on the erf shall be at least four times the prevailing valuation of the erf.
- (c) Registration of a Servitude of Right of Way, over Portion 5 (Street) of the Farm No. 283, in favour of proposed Portion A.

SPECIAL POWER OF ATTORNEY



I/We, the undersigned,

JOHANNES JACOBUS LANGENHOVEN (ID: 5812125103088)

AND

MATHILDA JUDITH LANGENHOVEN (ID: 6406130016085)

In my/our capacity as:

100% MEMBERS OF DESERT WEAR CC (REGISTRATION NUMBER CC/2007/2586)

do hereby nominate, constitute and appoint,

VAN DER WESTHUIZEN PLANNING & PROPERTIES CC, P O BOX 1598, SWAKOPMUND

With power of Substitution, to be my lawful Attorney and Agent in my/our name, place and stead, negotiate and to make all necessary applications to Municipality, Town Council, Ministry of Urban and Rural Development or any other authority, for the:

- SUBDIVISION OF PORTION 140 (A PORTION OF PORTION 40) OF THE FARM NO 163, SWAKOPMUND, INTO PTN'S A & REMAINDER.

At the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as I/We might or could do if personally present and acting herein - hereby ratifying, allowing and confirm all and whatsoever my/our said Attorney and Agent shall lawfully do, or cause to be done, by virtue of these present.

SIGNED at Swakopmund this Sun day of Nov 20 26

In the presence of the undersigned witnesses.

WITNESSES:

1. [Signature]

JOHANNES JACOBUS LANGENHOVEN

2. [Signature]

MATHILDA JUDITH LANGENHOVEN

ORIGINAL
 STAMPED
 DISBY N\$ 12 400,00
 FEES

Prepared by me

Prepared by me

CONVEYANCER
 POTZE W C

NO. 5 7365 2009
 for N\$ 979 000,00 (with preference for
 an additional amount not exceeding N\$ 147 000,00)
 DEEDS OFFICE
 WINDHOEK



8000000238035

DEED OF TRANSFER T^v 6369 2009

Be it hereby made known:

THAT BEATE KAREN LOCH

appeared before me, Registrar of Deeds at WINDHOEK he/she, the said Appearer, being duly
 authorised thereto by a Power of Attorney granted to him/her by

DIETENHOFEN CC ✓
 (Registration Number: CC/98/401)

dated the 21st day of OCTOBER 2009, and signed at SWAKOPMUND

- 2 -

And the said Appearer declared that his/her Principal had truly and legally sold on the 3rd day of OCTOBER 2009

and that he/she in his/her capacity aforesaid did, by these presents, cede and transfer, in full and free property, to and on behalf of

DESERT WEAR CC
(Registration Number: CG/2007/2585)

its Successors in Title or Assigns,

CERTAIN: PORTION 140 (A PORTION OF PORTION 40) OF THE FARM NO. 163

SITUATE: IN THE MUNICIPALITY OF SWAKOPMUND
REGISTRATION DIVISION "G"
ERONGO REGION

MEASURING: 10,0223 (TEN COMMA NIL TWO TWO THREE) HECTARES as indicated on General Plan SG No. A 272/2007 and held by Deed of Transfer No. T 4086/2000

SUBJECT to the following conditions imposed in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954), namely:

IN FAVOUR OF THE LOCAL AUTHORITY:

1. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended.
2. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.

ENTITLED to a Servitude of Right of Way, the area which is indicated by the figure xABCDEFGHJK on Diagram No. A 188/2008 over Portion 5 (Street) of the Farm No. 263 and created in Notarial Deed No. K 553/2009S.

1.1



WHEREFORE the Appearer, renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same, and that, by virtue of these presents, the said TRANSFEREE, its Successors in Title or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights, and finally acknowledging the purchase price to be the sum of N\$1 250 000.00.

Signed at WINDHOEK on 11 DEC. 2009

together with the appearer, and confirmed with my seal of office.

In my presence,



Signature of Appearer

1. Transfer Duty Receipt No.
OR Exemption Certificate: 303072548
Issued at Walvis Bay
On 28 OCTOBER 2009
for N\$100 000.00

Checked:

1.
2.

2. I, the undersigned, WILLEM CAREL KOTZE hereby certify in terms of Section 78(a) of Act 23/1992 ("the Act") that all rates leviable in respect of the immovable property contained in this Deed, and all the fees, charges and other moneys due to the local authority council in respect of any service, amenity or facility supplied to such property in terms of the Act, inclusive of any availability charge and minimum charge provided for in section 30(1)(u) of the Act, have been paid up to and including the date of registration thereof.

CONVEYANCER

1311908

CLIENT

AMENDED FOUNDING STATEMENT**OF****DESERT WEAR CC****REGISTRATION NUMBER OF CC****CC/2007/2585**

PREPARED BY:

Auas Secretarial Services CC

Bougain Villas
78 Sam Nujoma Drive
P O Box 21683
Tel: (061) 238242
Fax: (061) 400242
WINDHOEK
Namibia



Auas
Secretarial Services cc

CC 2

REPUBLIC OF NAMIBIA
CLOSE CORPORATIONS ACT, 1988
(Section 13, 15, 24, 27, 29, 47 and 60)
(Regulations 3 and 12)

Amended Founding Statement

Before filling in the form, first see notes on page 2

REGISTRATION NUMBER OF CORPORATION CC/2007/2585	DATE OF RECEIPT 2013-11-12
---	--------------------------------------

PART A

	Dates of commencement of change
Full name of corporation DESERT WEAR CC	
Previous name of corporation (if applicable) N/A	
Literal translation of name (if applicable) N/A	
Shortened form of name (if applicable) N/A	
Description of principal business Embroidery on clothing, clothing supply, agricultural activity, non-destructive training and consultation and any related business	2013-11-12
Date of end of financial year Last day of FEBRUARY of each year	

PART B

Postal address* P O Box 21683, WINDHOEK	
Address of registered office (not post office box) Auas Secretarial Services CC, Bougain Villas, 78 Sam Nujoma Drive WINDHOEK	
Name and address of accounting officer* CAREL NEL P O Box 58 HENTIES BAY, NAMIBIA	

(Attach written consent to appointment)

Full name of association or body of which accounting officer is a member

INSTITUTE OF COMMERCIAL AND FINANCIAL ACCOUNTANTS OF SOUTHERN AFRICA

Membership/Practice No. **N 8336 PM**

* See note 2 on page 2

CC 2

- 2 -

NOTES

1. Form CC2 must be written in block capitals or be typewritten, lithographed or printed in legible characters with deep permanent black ink, and lodged in triplicate.
2. Change(s) effective from date of registration or upon a later date mentioned.
3. Where a person signs on behalf of a member, a power of attorney must be attached.
4. Minor children and other persons under legal disability must be assisted by their parents, guardians or representatives as the case may be, and the capacity must be stated.
5. If no identity document has been issued, a written statement to this effect must be attached.
6. Particulars which do not change should be furnished.
7. No fee is payable in respect of any changes in particulars under Part B and C.
8. New members must personally sign the form.
9. Form CC2 which does not comply with the requirements of the Act, regulations or these notes, will be rejected.
6. Particulars to be furnished under PART C.
 - (a) Full names and surname, (If juristic person, mention name and capacity and if trustee, also mention name and particulars of testamentary trust).
 - (b) Identity number ((i) if no identity document has been issued, state date of birth and see par. 4 above.) ((ii) If juristic person, mention registration number).
 - (c) Size of interest expressed as a percentage.
 - (d) Particulars of interest and fair value thereof.
 - (e) Residential address.
 - (f) Postal address.
 - (g) Signature of member or representative (where applicable).

CC 2

- 3 -

NAME OF CORPORATION DESERT WEAR CC

REGISTRATION NUMBER

CC/2007/2585

PART C

Date of
Change

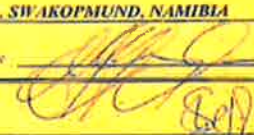
MEMBERS

Full names and surname MATILDA JUDITH LANGENHOVEN

	Year	Month	Day
Identity number or date of birth (i)	6	4	0 6 1 3 0 0 1 6 0 8 5
Registration number (ii)			

Percentage of interest 50%Particulars of contribution N\$50.00Residential address PLOT 148, SWAKOPRIVER SMALLHOLDINGS, SWAKOPMUNDPostal address P O BOX 1321, SWAKOPMUND, NAMIBIASignature of member or representative Full names and surname JOHANNES JACOBUS LANGENHOVEN

	Year	Month	Day
Identity number or date of birth (i)	5	8	1 2 1 2 5 1 0 3 6 6 8
Registration number (ii)			

Percentage of interest 50%Particulars of contribution N\$50.00Residential address PLOT 140, SWAKOPRIVER SMALLHOLDINGS, SWAKOPMUNDPostal address P O BOX 1321, SWAKOPMUND, NAMIBIASignature of member or representative 

Witness Signature

Date of signature

6 11 2013Full names SUZANNE LEFFResidential address ERF 131 WILDEBEES STREET, FINKENSTEIN, WINDHOEKBusiness address BOUGAIN VILLAS, 78 SAM NUSOMA DRIVE, WINDHOEKPostal address P O BOX 21683, WINDHOEK, NAMIBIA

CC 2

NAME OF CORPORATION

DESERT WEAR CC

REGISTRATION NUMBER

CC/2007/2585

PART C

Date of
change~~MEMBERS~~~~Full names and surname~~

	Year	Month	Day																
Identity number or date of birth (i)																			
Registration number (ii)																			

~~Percentage of interest~~~~Particulars of contribution~~~~Residential address~~~~Postal address~~~~Signature of member or representative~~~~Full names and surname~~

	Year	Month	Day																
Identity number or date of birth (i)																			
Registration number (ii)																			

~~Percentage of interest~~~~Particulars of contribution~~~~Residential address~~~~Postal address~~~~Signature of member or representative~~

Witness Signature

Date of signature

Full names

Residential address

Business address

Postal address

- 8 -

DESERT WEAR CC

CC/2007/2585

Full name and surname of member

Identity number

Signature _____

Membership cease on the date of registration of the Amended Founding Statement

Witness Signature _____

Date of signature _____

Full names

Residential address

Business address

Postal address

Amended Founding Statement registered

Registrar Of Cleave Corporations

Dol

Data Processing

Classification

Recorded

Initials and date

Paste revenue receipt in
affix revenue stamp or
impress revenue franking
machine impression here
N\$ 30,00

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 91 121 4567
+264 91 121 4567
ask@www.dwp.com

Van Der Westhuizen Town Planning and Properties CC
(Consultants on behalf of the Registered Landowner)

Date: 14 July 2026

**Chief Executive Officer
Municipality of Swakopmund
PO Box 53
Swakopmund
Namibia**



PUBLIC PARTICIPATION REPORT: APPLICATION FOR SUBDIVISION OF PORTION 140 (A PORTION OF PORTION 40) OF THE FARM NO. 163, SWAKOPMUND, INTO PTN'S A & REMAINDER.

The matter bear's reference.

We hereby formally submit the Public Participation Report as required by the Municipality of Swakopmund. The objection period ended 22 May 2026. We confirm that no objection was received against the intentions of the client.

The application is submitted in compliance with the requirements of the Act and the Municipality's prescribed submission procedures. Kindly find enclosed the complete report documentation as required by the Municipality.

We trust that the submission is in order and complies with all applicable legislative and procedural requirements. We respectfully request that the Report be acknowledged, recorded, and processed.

Yours Faithfully,

A R VAN DER WESTHUIZEN

LIST OF ANNEXURES

Annexure A:	Registered Mail
Annexure B:	Site and Municipal Notices

nampost

study p74 2006-1

3

Received by

Date-stamp

No compensation will be considered unless enquiry regarding this postal article is made within one year after the date of posting.

P1/185





PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 122 4663
+264 81 122 4664
andrew@vwdtp.com

Your Ref: Portion 140

**LC FOURIE
PO BOX 4172
VINETA, SWAKOPMUND
NAMIBIA
13003**

21 APRIL 2026

Dear Sir/Madam,

APPLICATION FOR SUBDIVISION OF PORTION 140 (A PORTION OF PORTION 40) OF THE FARM NO 163 INTO PTN'S A & REMAINDER.

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 5 of 2018): that Van Der Westhuizen Town Planning and Properties CC, on behalf of our Client/s, the registered owner/s of Portion 140 (A Portion of Portion 40) of Farm No.163, intends to apply to the Swakopmund Municipality for the following:

SUBDIVISION OF PORTION 140 (A PORTION OF PORTION 40) OF THE FARM NO 163 INTO PTN'S A & REMAINDER.

Portion 140 is located at the Swakopmund River Plots and has an approximate size of 10.02 ha. The property consists of 2 dwellings that have existed since the 1980's. The owner is of the intention to subdivide the existing plot into 2 Portions in order to accommodate each dwelling unit on a separate portion.

Please further take note that -

- (a) The proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) Any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objections or comments must therefore be submitted by no later than 17:00 on 22 May 2026.

Yours Faithfully,

A R VAN DER WESTHUIZEN

11.1.21 **APPLICATION FOR SUBDIVISION OF PORTION 78 (A PORTION OF PORTION 71) OF FARM 163 SWAKOPMUND INTO PORTION A AND REMAINDER**
(C/M 2026/10/01 - PTN.78/PTN 71/F 163)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.14** page **225** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for Council to consider the application for the subdivision of Portion 78 (a portion of Portion 71) of Farm 163 Swakopmund into Portion A and Remainder in terms of Section 105 (1) (e) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018) where the application is not in accordance with approved structure plan of the Authorized Planning Authority.

2. Introduction and Background

An application for the subdivision of Portion 78 (a portion of Portion 71) of Farm 163 Swakopmund into Portion A and Remainder was received by the Town Planning Department from Namplan Planning Consultants, applying on behalf of the registered owners, Mr. Abraham Jacobus Coetzee and Reinet Binneman. The application is attached as **Annexure A**.

The Swakopmund Municipality is an Authorized Planning Authority; however, this application is being considered under the provisions of Section 105 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) because the proposed subdivision does not conform with the provisions of the approved Swakopmund Structure Plan 2020 - 2040.

3. Ownership

Ownership of Portion 78 (a portion of Portion 71) of Farm 163 Swakopmund is held in the Deed of Transfer T 2706/2017 and vests in Venture Concept Investments Seven cc. Proof of ownership has been attached together with the application.

4. Zoning, Locality and Size

Portion 78 (a portion of Portion 71) of Farm 163 Swakopmund is zoned "agriculture" as indicated in Figure 1 below. The portion is situated within the Smallholdings, also well known as Swakop River Plots, alongside the B2 Road to Windhoek. It measures 11 9045 hectares in extent. There are three dwellings, staff quarters and associated buildings on the premises.

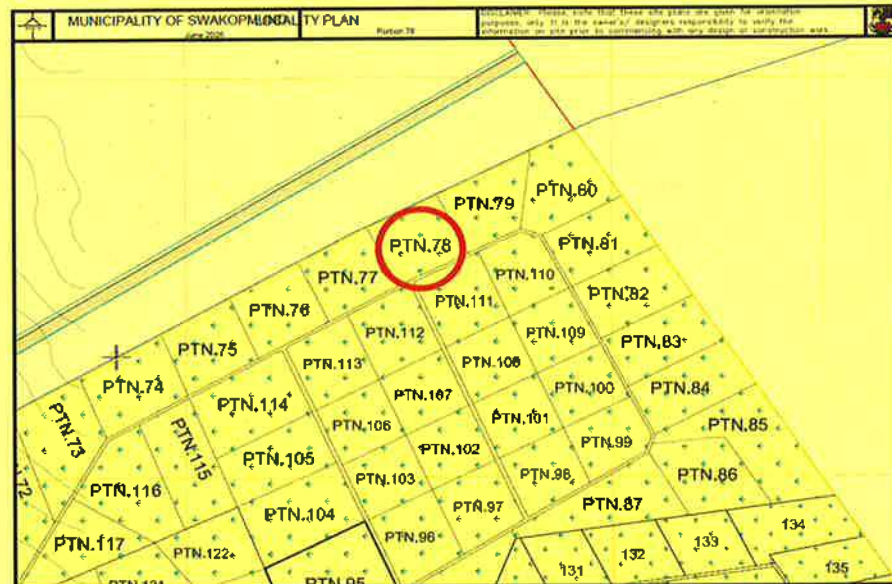


Figure 1: Portion 78, Smallholdings locality and zoning map

5. Access and municipal services

Access to Portion 78, (a portion of Portion 71) of Farm 163, Swakopmund is obtained via an unnamed 14 metre road that runs along the southern border of the property. The same access would be maintained for the newly created Portion A.

The property is already connected to the existing municipal service networks, in terms of water, and the existing municipal services will be maintained. Sewer is dealt with by means of septic tank system as is the norm in the area. Any further extension or upgrading of services due to this subdivision, should be done to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management, at the cost of the applicant (landowner).

6. Public Consultation

In terms of the Urban and Regional Planning Regulations Section 10 (4) for subdivision, only the affected neighbouring property owners must be notified. No publication of notices in newspapers and government gazette is required. The three (3) abutting property owners were consulted via registered mails; additionally; a notice was displayed on site.

The closing date for objections/comments was Friday, 30th of January 2026. No objections were received.

7. Proposal

The owners intend to subdivide Portion 78 (a portion of Portion 71) of Farm 163 into Portion A and Remainder, both portions equal in size, to enable the sale of a portion. Portion 78, of Farm 163, Swakopmund is currently registered in a cc which has two members with 50% shares each. One member would like to move to Swakopmund to be closer to basic services and as a result, the members applied to subdivide the portion into two portions to enable the sale of the one half of the portion and subsequently buy a residential dwelling within the Swakopmund town.

The table below illustrates the subdivision proposal:

Erf Number	Size in hectares	Zoning
Portion A	5.95225 Ha	Agriculture
Remainder PTN 78	5.95225 Ha	Agriculture
Total	11.9045 Ha	

8. Evaluation

The portion currently has two dwelling houses built on it. According to the approved building plans, the site plans show only one dwelling house exists. The site plans are attached as **Annexure B**. The first building plan was approved on the 7th of September 2017. In 2020, additions were made to the existing building and got approved on the 16th of October 2020. The owners must update the building plans to reflect what is on the ground.

In terms of the Swakopmund Structure Plan 2020-2040, Portion 78 falls within the zone D, which is for Agriculture Estate of minimum 10 Ha in extent.



Figure 2: Zone D- Agriculture Estate (10Ha)

8.1 Swakopmund Structure Plan 2020-2040

In terms of Section 7.1.2 (b) of the Swakopmund Structure Plan 2020-2040, the agricultural estates zone D, is to form part of the agricultural dominated land use area which forms part of the peripheral greenbelt to be preserved along the peripheral areas of the Swakopmund Townlands. Due to the rocky and infertile topsoil conditions as well as the undulating topography found within this area, as well as the remoteness of the zone from the urban area, the area is to be reserved for agricultural uses such as animal husbandry, feedlots, hydroponic and ornamental gardens or then any agricultural activity requiring larger land parcels. As such the smallholdings within this area should not be smaller than 10 hectares. Strict restrictions should be put in place to restrict owners of these plots to further subdivide any smallholdings if the minimum site requirements cannot be met. However, exemptions can be made for plots that accommodate two or more existing residential structures which were constructed with approved building plans prior to the adoption of this Structure Plan, who wish to subdivide.

As stated above, records on file do not represent a true reflection of what is on the ground, as it indicates only one dwelling house while there are two houses on Portion 78. Inspections were carried out and reveals that the owners have illegally subdivided the portion already by erecting a fence

between the two houses and marking the second gate as 78B. Therefore, the exemption as provided for in terms of the Swakopmund Structure Plan 2020 - 2040 is not applicable in this case.



Fig 3: Markings on the gates



Figure 4: The illegal subdivision of Portion 78

9. Conclusion

The proposed subdivision of Portion 78, (a portion of Portion 71) of Farm 163 into Portion A and Remainder is not in line with the provisions of the Swakopmund Structure Plan 2020-2040, therefore it cannot be supported.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That the subdivision of Portion 78 (a portion of Portion 71) of Farm 163, Swakopmund into Portion A and Remainder be turned down as it is not in line with the provisions of the Swakopmund Structure Plan 2020-2040.
 - (b) That the owners update the building plans to reflect all the structures that are on Portion 78 (a portion of Portion 71) of Farm 163, Swakopmund.
 - (c) That the applicant be informed of this decision and of the rights to appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
-

ANNEXURE A - APPLICATION

22.03.01-Pbn.78/Pbn.71/FN3



FORM A: CHECKLIST

LAND PARCEL NO. Pbn. 78/FN3

This checklist should appear as the top page of any application

TOWN PLANNING APPLICATIONS SUBMITTED FOR CONSIDERATION BY THE SWAKOPMUND MUNICIPAL COUNCIL

NO.	DOCUMENT DESCRIPTION	ITEM NUMBER	ATTACHED (YES / NO OR N/A)
1.	Application by the consultant or land parcel owner	Attached as Annexure 1	YES
2.	Site details a. Locality and detailed sketch plan (illustration of the whole Swakopmund Municipal boundary in relation to the concerned site). b. Land parcel number (s) allocation by the Office of the Surveyor General.	Attached as Annexure 2A, & Annexure 2B	YES YES
3.	Conditions to be registered (if applicable)	Attached as Annexure 3	YES
4.	Special power of attorney, including revenue stamps with relevant initials.	Attached as Annexure 4	YES
5.	Closure or environmental clearance certificate (if applicable)	Attached as Annexure 5	N/A
6.	Previous Board approval (URPB)	Attached as Annexure 6	N/A
7.	Roads Authority approval together with the sketch plan indicating access point (s)	Attached as Annexure 7	N/A
8.	Legal entity ownership a. Copy of the Founding Statement (cc1/2) (if registered in the name of a Close Corporation). b. Copy of the Company Resolution (if registered in the name of a Company)	Attached as Annexure 8A Attached as Annexure 8B	YES N/A
9.	Copy of the Title Deed or Certificate of Registered Title	Attached as Annexure 9	YES
10.	Conditions of establishment attached to all copies.	Attached as Annexure 10	N/A

Instruction: Support document and information must be attached to the application in the order as appears on the checklist.

Note: Any relevant additional document not listed on the checklist should be attached after item number 10. Four (4) original colour and an electronic version of the application should be submitted at the same time. Township establishment applications must be submitted with three (3) A0 colour layout plans and an even listing.





P.O. BOX 467 SWAKOPMUND

TEL: 0812444441

EMAIL: WINVDW@GMAIL.COM

Chief Executive Officer
Municipality of Swakopmund
P.O. Box 53
SWAKOPMUND
Namibia
13001



24 February 2026

Attention: Manager: Town Planning

Dear Sirs,

SUBDIVISION OF PORTION 78 (A PORTION OF PORTION 71) OF THE FARM 163 SWAKOPMUND, INTO PROPOSED PORTIONS "A" AND THE REMAINDER

This letter serves to inform you that Namplan Town Planning Consultants and Projects cc has been appointed by Venture Concept Investments Seven CC, the owners of Portion 78 (a portion of portion 71) of the Farm 163, Swakopmund to undertake all necessary statutory steps for the:

• **SUBDIVISION OF PORTION 78 (A PORTION OF PORTION 71) OF THE FARM 163 SWAKOPMUND, INTO PROPOSED PORTIONS "A" AND THE REMAINDER**

Please find the following documentation attached to this letter as per the Swakopmund Municipality checklist for Town Planning Applications made in terms of Section 97 and 105 of the Urban and Regional Planning Act, 2018, Act No. 5 of 2018, and its regulations and the Swakopmund Zoning Scheme:

Annexure 1 - Motivation Application

Annexure 2A - Locality Plan

Annexure 2B - Subdivision Plan

Annexure 3 - Conditions to be Registered

Annexure 4 - Special Power of Attorney

Annexure 8A - Copy of Founding Statement

Annexure 9 - Copy of Title Deed

It is herewith trusted that the Swakopmund Municipality will find the proposed subdivision application with its supporting documentation in order.

Please feel free to contact our offices on the details provided should your office require any other documentation or have any questions regarding the proposed subdivision application.

Yours Faithfully

Winton van der Westhuizen

ANNEXURE 1 - MOTIVATION**1. OWNERSHIP**

According to the title deed (T2706/2017), Portion 78 is currently registered under the name Venture Concept Investment Seven CC (Reg. No: CC/2016/11937).

2. LOCALITY, ZONING, SIZE AND EXISTING USE

Plot 78 is located east of Swakopmund town in the area known as the Swakopmund River plots. The plot is zoned "Agricultural" and currently accommodates 2 dwellings with its associated buildings on it and measures approximately 11 9045Ha in extent. The plot in question is currently mostly used for residential purposes with small scale livestock farming.

3. ACCESS AND SERVICES

Portion "A" and the Remainder will be connected to the existing internal road network and connected to the existing Municipal services network within Swakopmund. Any further needs that might be required in terms of access and services shall be communicated between all parties involved and be dealt with accordingly.

4. TOPOGRAPHY

The plot in question is located in an area of the Swakopmund river plots where the soil structure is mostly very rocky, hard and infertile. Growing crops in this area is extremely difficult due to the rocky and infertile soil structure. The plot has a gentle slope to the southern border which is hardly noticeable.

5. INTENTION OF THE CLIENT AND THE PROPOSED SUBDIVISION

It is the intention of the owner to subdivide Portion 78 (a portion of portion 71) of the Farm 163, Swakopmund into Portion "A" and Remainder. The plot currently is registered in a CC which has to 50% members. Due to personal problems, the 1 member would like to move to Swakopmund to be closer to basic services. Due to the above mentioned, the members would like to subdivide Portion 78 into 2 portions in order to sell one half of the plot and to buy a residential unit in Swakopmund town. Portion "A" and the remainder will both be 5.9522Ha in size.

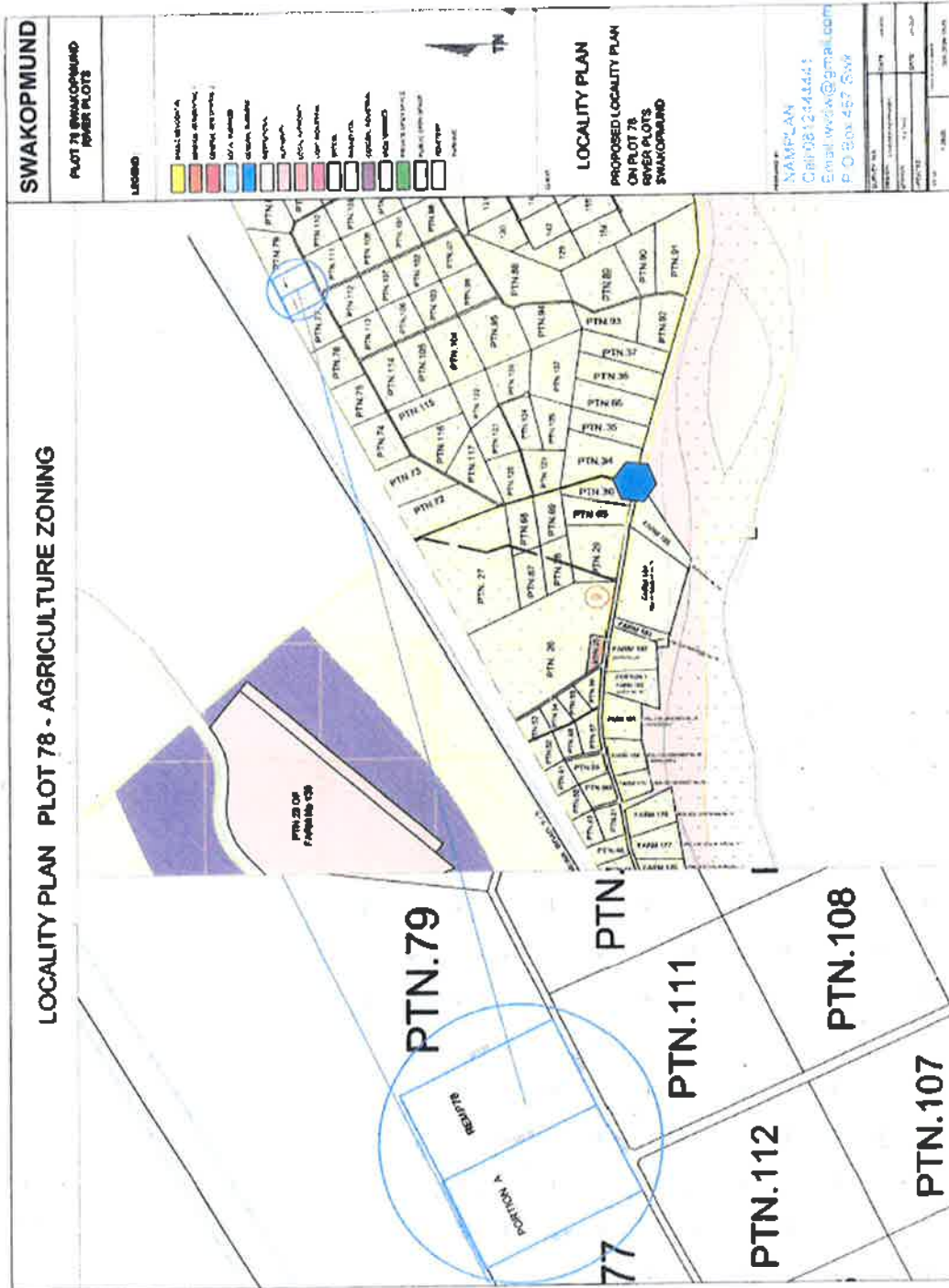
According to the Deed of Registered Title the property being subdivided measures approximately 11 9045Ha in extent and is very suitable for the intended subdivision due the current size of Portion 78.

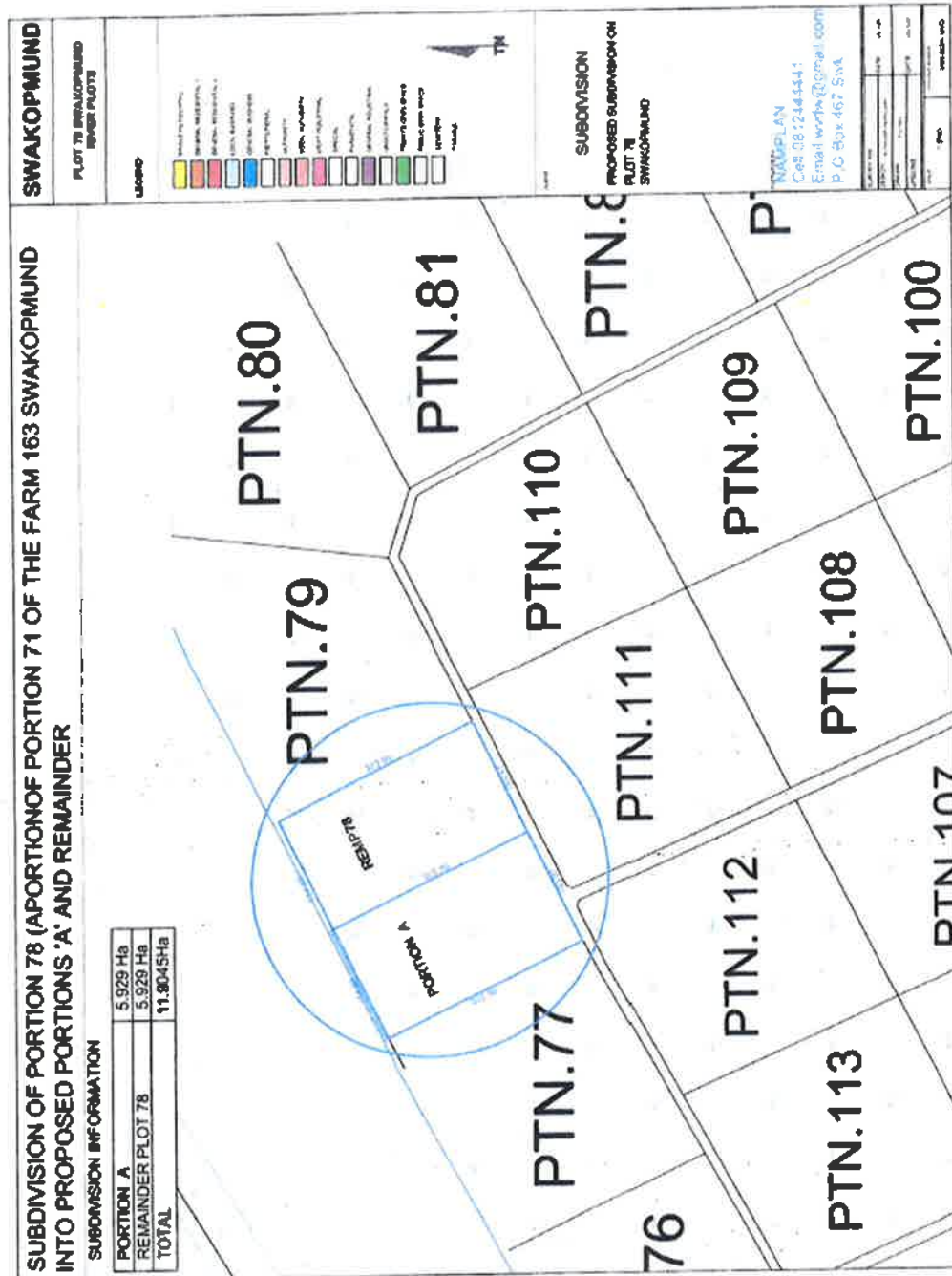
The proposed subdivision and new plot sizes will be as follows:

Proposed Portions	Portion Sizes
Proposed Portion A	5,95225 Ha
Remainder of Portion 78	5,95225 Ha
Total	11, 9045 Ha

6. CONCLUSION

With reference to the above, there exist no reasons that are of such nature that the intention of the client cannot be supported. The proposed subdivision will be in line with the requirements of Section 97 and 105 of the Urban and Regional Planning Act, 2018, Act No. 5 of 2018, and its regulations, the Swakopmund Structure Plan for 2020 – 2040 and the Swakopmund Zoning Scheme. The fact that no adjoining property owners commented on the proposed subdivision when consulted is also a clear indication that the general public supports the application. It is herewith that Council is requested to grant its approval for the intentions of our client.





ANNEXURE 3 – CONDITIONS TO BE REGISTERED**CONDITIONS TO BE REGISTERED AGAINST NEWLY CREATED PLOT -****IN FAVOUR OF THE LOCAL AUTHORITY**

1. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).
2. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.



SPECIAL POWER OF ATTORNEY

We, the undersigned,

ABRAHAM JACOBUS COETZEE (I.D NO. 68041900224)

AND

REINET BINNEMAN (I.D NO. 66122500089)

In our capacity as:

**½ (ONE HALF) SHARE HOLDER EACH AND THE REGISTERED OWNERS OF PLOT 78
(A PORTION OF PORTION 71) OF THE FARM NO 163**

Do hereby nominate, constitute and appoint,

**NAMPLAN TOWN PLANNING CONSULTANTS AND PROJECTS CC, P.O. BOX 467,
SWAKOPMUND, NAMIBIA**

with the power of Substitution, to be our lawful Attorney and Agent in our name, place and stead, to make the necessary applications to the Swakopmund Town Council and/or the Urban and Regional Planning Board and/or Surveyor General and or Register of Deeds or any other authority, for the:

**SUBDIVISION OF PLOT 78 (A PORTION OF PORTION 71) OF THE FARM NO 163 INTO
PROPOSED PORTIONS "A" AND THE REMAINDER**

at the cost of the applicant and generally for effecting the purposes aforesaid, to do or to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as we might or could do if personally present and acting herein – hereby ratifying, allowing and confirming and promising and agreeing to ratify, allow and confirm all and whatsoever our said Attorney and Agent shall lawfully do or cause to be done, by virtue of these present.

Thus signed at SWAKOPMUND on this 12 day of January 2026
in the presence of the undersigned witnesses:


ABRAHAM JACOBUS COETZEE


REINET BINNEMAN

WITNESSES:

1.

NAME Colet

SIGNATURE: 

2.

NAME Wayne

SIGNATURE: 

REPUBLIC OF NAMIBIA
 BUSINESS AND INTELLECTUAL PROPERTY AUTHORITY - BIPA
 CLOSE CORPORATIONS ACT, 1988
 (Sections 12, 13, 14, 24, 27, 29, 47 and 60)
 (Regulations 2, 3 and 13)

CC 2



CC2

Amended Founding Statement

Before filling in the form, first see notes on page 2

REGISTRATION NUMBER OF CORPORATION CC/2016/11937	DATE OF RECEIPT 17 Nov 2016
---	------------------------------------

PART A

	Dates of commencement of change
Full name of corporation <u>VENTURE CONCEPT INVESTMENTS SEVEN CC</u>	*
Previous name of corporation (if applicable)* <u>N/A</u>	*
Literal translation of name (if applicable)* <u>N/A</u>	*
Shortened form of name (if applicable)* <u>N/A</u>	*
Description of principal business* <u>RETAIL AND WHOLESALE TRADE, FARMING, CONSTRUCTION, RENOVATIONS, PROPERTY HOLDING AND LETTING AND ALL RELATED ACTIVITIES.</u>	*
Date of end of financial year* <u>END OF JULY EACH YEAR</u>	*

PART B

Postal address* <u>P O BOX 91378, KLEIN WINDHOEK, NAMIBIA</u>	*
Email address: <u>rene@wbcs.com.na</u>	
Address of registered office (not post office box)* <u>10 EIKE STREET, SUIDERHOF</u>	*
Name and address of accounting officer* <u>RENE KNUPP CHARTERED ACCOUNTANT P O BOX 91378, KLEIN WINDHOEK</u>	*

(Attach written consent to appointment)

Full name of association or body of which accounting officer is a member NAMIBIAN INSTITUTE OF CHARTERED ACCOUNTANTS

Membership/Practice No. 1114

Signature of previous accounting officer:

Signature of current accounting officer:

* See note 2 on page 2

NOTES

1. Form CC 2 must be written in block capitals or be typewritten, linegraphed or printed in legible characters with deep permanent black ink, and lodged in triplicate.
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 - (b) Identity number ((a) if no identity document has been issued, state date of birth and see par. 4 above.) ((ii) If juristic person, mention registration number).
 - (c) Size of interest expressed as a percentage.
 - (d) Particulars of interest and fair value thereof.
 - (e) Residential address.
 - (f) Postal address.
 - (g) Signature of member or representative (where applicable).

NAME OF CORPORATION VENTURE CONCEPT INVESTMENTS SEVEN CC

REGISTRATION NUMBER

CC/2016/11937

PART C

Date of Change

MEMBERS 2 (TWO)Full names and surname ABRAHAM JACOBUS COETZEE

	Year	Month	Day
Identity number or date of birth (i)	5	8	04
Registration number (ii)	1	9	00

Percentage of interest 50 % Particulars of contribution NS 50.00

Residential address PLOT NR 78, SWAKOPMUND, NAMIBIA

Postal address P O BOX 4712, VINETA, SWAKOPMUND

Email address: albiecoetzel65@gmail.com

Signature of member or representative 

Full names and surname REINET BINNEMAN

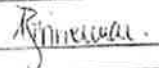
	Year	Month	Day
Identity number or date of birth (i)	6	6	12
Registration number (ii)	5	0	00

Percentage of interest 50% Particulars of contribution NS 50.00

Residential address PLOT NR 78, SWAKOPMUND, NAMIBIA

Postal address P O BOX 752, SWAKOPMUND, NAMIBIA

Email address: accounts@vdljurg.com

Signature of member or representative 

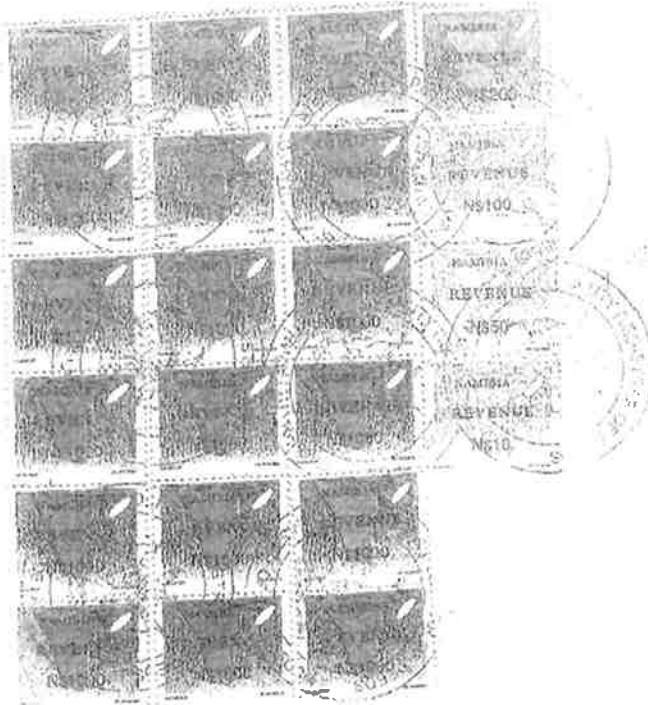
Witness Signature

Date of signature 01 Oct 2023Full names GERO KNUPPResidential address 10 EIKE STREET, SUIDERHOF, WINDHOEKBusiness address 10 EIKE STREET, SUIDERHOF, WINDHOEKPostal address P O BOX 91378, KLEIN WINDHOEK, NAMIBIAEmail address: info@vbcs.com.na

2017-05-09

T 2706 2017

DEED OF TRANSFER NO**TARGET DEVELOPERS CC / VENTURE CONCEPT INVESTMENTS 7 CC****PORTION 78 (A PTN OF PTN 71) OF THE FARM NO. 163****KOGP
PARTNERS****CONVEYANCERS
3516, WINDHOEK
☎: 382800
REF: SW/111/4117**



Prepared by

 CONVEYANCER
 KOTZE W O

T 2706 2017

DEED OF TRANSFER

Be it hereby made known:

THAT **WILLEM CAREL KOTZE**

^{Dep}
 appeared before me, Registrar of Deeds at WINDHOEK he/she, the said Appearer, being duly authorised thereto by a Power of Attorney granted to him/her by

TARGET DEVELOPERS CLOSE CORPORATION

(Registration Number: CC/90/515)

dated the 20th day of MARCH 2017, and signed at SWAKOPMUND





And the said Appearer declared that his/her Principal had truly and legally sold on the 7th day of MARCH 2017

and that he/she in his/her capacity aforesaid did, by these presents, cede and transfer, in full and free property, to and on behalf of

VENTURE CONCEPT INVESTMENTS SEVEN CC
(Registration Number: CC/2016/11937)

its Successors in Title or Assigns,

CERTAIN: PORTION 78 (A PORTION OF PORTION 71) OF THE FARM NO. 163

SITUATE: IN THE MUNICIPALITY OF SWAKOPMUND
REGISTRATION DIVISION "G"
ERONGO REGION

MEASURING: 11,9045 (ELEVEN COMMA NINE ZERO FOUR FIVE) HECTARES

FIRST TRANSFERRED and still held by Deed of Transfer No. T8187/2009 with General Plan S.G. No. 444/2000 relating thereto

SUBJECT to the following conditions imposed in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954), and created in Deed of Transfer No. T8187/2009, namely:

IN FAVOUR OF THE LOCAL AUTHORITY:

1. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended.
2. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.

Signed at WINDHOEK on

In my presence,



Signature of _____

Checked: 1. _____
2. _____

2. I, the undersigned, WILLIAM CARROLL do hereby certify that the rates, charges, fees, and other matters herein stated are the rates, charges, fees, and other matters actually received and paid for the use of the room, board, and other amenities or facilities supplied by the establishment named herein, and that the minimum charge provided for by the law is not less than the amount stated on the date of registration and use.

DEPARTMENT OF FINANCE

REPUBLIC OF NAMIBIA

7817 INLAND REVENUE

**TRANSFER DUTY - FORM B
DECLARATION BY PURCHASER**WALVIS BAY
REPUBLIC OF NAMIBIA

TRANSFEROR (Seller)

TARGET DEVELOPERS CLOSE CORPORATION

TRANSFeree (Purchaser)

VENTURE CONCEPT INVESTMENTS SEVEN CC

DESCRIPTION OF PROPERTY

CERTAIN: PORTION 78 (A PORTION OF PORTION 71) OF THE FARM NO. 183

SITUATE: IN THE MUNICIPALITY OF SWAKOPMUND
REGISTRATION DIVISION "G"
ERONGO REGION

MEASURING: 11,9045 (ELEVEN COMMA NINE NIL FOUR FIVE) HECTARES

CASE PRICE OF N\$1 530 000.00

Accepted for Stamp Duty purposes

Transaction: 07 March 2017

Consideration: N\$1 530 000.00

TRANSFER DUTY PAID BY:

MALHERBE ASSOCIATES INC.
P O BOX 75 SWAKOPMUND

Address:

FOR OFFICIAL USE

Stamp duty paid on N\$ 1 530 000

Being

PURCHASE PRICE

Stamp which duty charged

14/1993

RT RECEIVER OF REVENUE
WALVIS

CASH REGISTER RECEIPT

7:0071

110417 304074479 000183600.00

Act 78-Swt

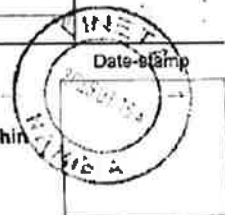
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Number of kerns

Received by

No compensation will be considered unless enquiry regarding this postal article is made within one year after the date of posting.

P1/185



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- 11.1.22 **SUBDIVISION OF ERF 1439, MATUTURA, EXTENSION 7 INTO 11 PORTIONS AND REMAINDER AND THE REZONING OF PORTION 1-11 FROM GENERAL RESIDENTIAL 2 WITH A DENSITY OF 1:250M² TO SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M²**
(C/M 2026/10/01 - E 1439M)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.15** page **249** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for Council to endorse the application for the subdivision of Erf 1439, Matutura, Extension 7 into 11 portions and remainder as well as the rezoning of Portions 1-11 from "General Residential" with a density of 1:250m² to "single residential" with a density of 1:300m².

2. Introduction and Background

An application was received by the Town Planning Department for the subdivision of Erf 1439, Matutura, Extension 7 into 11 portions and remainder as well as the rezoning of Portions 1-11 from "General Residential" with a density of 1:250m² to "Single Residential" with a density of 1:300m², from Stewart Planning Town & Regional Planners. The application is attached as **Annexure A**.

3. Ownership

The ownership of Erf 1439, Matutura, Extension 7 vests in the Simon Hatwiikulipi Shidolo as held in Deed of Transfer No. T 1539/2024. See **Annexure B**.

4. Zoning and Locality

Erf 1439, Matutura, Extension 7 is zoned "general residential 2" with a density of 1:250m² and measures 7102m² in extent. It is located along Isabella Bock and Reptile Uranium Streets. It can also be accessed via Sir Seretse Khama Street. See insert on the next page.



Figure 1: Location of Erf 1439, Matutura, Extension 7

5. Access and Infrastructure Services

Access to Erf 1439, Matutura, Extension 7 and the proposed portions will be obtained from the existing street network. Portions 1-3 will gain access from Isabella Bock (which is a 12 m wide), while Portions 4-7 will obtain access from Sir Seretse Khama Street. (which is 20 meters wide), Portions 8-11 and Remainder will obtain access from Reptile Uranium Street. All these streets are considered wide enough to accommodate residential traffic and will provide safe and easy access to the newly created portions.

Parking for the proposed development will be provided in accordance with the provision of the Swakopmund Zoning Scheme.

Erf 1439, Matutura, Extension 7 is connected to the existing infrastructural services, however, the applicant will be required to provide any additional services should the need arise to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management. No new streets will be created as a result of the proposed subdivision.

6. Proposal

It is the intention of the owner of Erf 1439, Matutura, Extension 7 to subdivide the erf into 11 portions and remainder and to rezone Portions 1 to 11 from "general residential" with a density of 1:250m² to "single residential" with a density of 1:300m².

The proposed subdivision will enable the construction of single dwelling units on the subdivided portions while the Remainder of Erf 1439, Matutura will retain its current zoning and density. In its current zone, the Erf has a development potential of up to a maximum of twenty-eight (28) units.

6.1 Subdivision

The subdivision of Erf 1439, Matutura, Extension 7 into ten portions and remainder will have the following effect:

PORTION NUMBER	APPROXIMATE AREA (m²)	PROPOSED USE
<i>Portion 1</i>	392	<i>Single residential</i>
<i>Portion 2</i>	392	<i>Single residential</i>
<i>Portion 3</i>	372	<i>Single residential</i>
<i>Portion 4</i>	334	<i>Single residential</i>
<i>Portion 5</i>	341	<i>Single residential</i>
<i>Portion 6</i>	349	<i>Single residential</i>
<i>Portion 7</i>	356	<i>Single residential</i>
<i>Portion 8</i>	380	<i>Single residential</i>
<i>Portion 9</i>	348	<i>Single residential</i>
<i>Portion 10</i>	348	<i>Single residential</i>
<i>Portion 11</i>	480	<i>Single residential</i>
<i>Remainder/1439</i>	3010	<i>General residential 2</i>
Total	7102	

The subdivision plans are attached as **Annexure C**.

7. Technical Comments

The application was circulated to the Engineering, Urban Development and Environmental Management Department for their comments, and no objection was received towards the application. See **Annexure D**.

8. Public consultation

The public consultation for the proposed subdivision was made in terms of section 107 and Regulation 10 of the Urban and Regional Planning Act (Act No. 18 of 2018). The adjacent neighbouring property owners were consulted by registered mail, see **Annexure E**. Six (6) neighbouring property owners were notified of the proposed subdivision and subsequent rezoning of Erf 1439, Matutura, Extension 7 via registered letters. The last date for the submission of comments and objections was Thursday, **4th June 2026**, one objection was received.

The application was submitted in terms of Section 97 (1)(e) of the Urban and Regional Planning Act, (Act No. 5 of 2015), under which the Authorised Planning Authority is obligated in terms of Section 100 to hold a hearing for every application in respect of which written objections have been lodged.

9. Objection

The objector raised concerns around the inability of the proposed rezoning to fully address the broader developmental needs of the Matutura area. The objector stated that the area would benefit better from a mixed-use development as opposed to the proposed single residential erven. The objector further expressed that amenities such as a shopping mall, a service station and additional commercial facilities will improve the quality of life of the residents and reduce the need for long distance travel to access basic services. It is the opinion of the objector that the proposal does not take into consideration, the long-term urban planning strategy that should promote balanced and sustainable development within the Matutura area.

The applicant in response motivated that while the concerns of the objector are understandable, the purpose of the application is to assess the planning merit of the proposed subdivision and rezoning of Erf 1439, Matutura, Extension 7, rather than to reconsider the broader land use framework of the whole Matutura area. The applicant reiterated that adequate provision has been made in the layout design of Matutura for commercial sites that have been strategically located, however, they are absent because they have not been developed yet. It is therefore the opinion of the applicant that this objection does not constitute sufficient planning grounds for the refusal of the application.

10. Hearing

A hearing was held Thursday, 30th July 2026 at 17h00, in the Council's Management Committee Board Room. The applicant was present at the hearing and the objector requested that their statement be read out at the hearing for the record. The Authorised Planning Authority (APA) resolved that the objection against the subdivision and rezoning is invalid on the following basis:

- *the objector's concerns regarding commercial, healthcare, transport, banking and road-safety infrastructure are already provided for across Matutura townships and will eventually emerge as and when the area matures.*

No party was told the outcome verbally at the hearing; the Presiding Officer confirmed on record that the decision would be communicated to both parties in writing. The records of the hearing, the statement of the objector

as read out at the hearing and the summary prepared by the applicant are attached as **Annexure F**.

11. Evaluation

The developments in Matutura Extension 7 pertaining to the subdivision and rezoning of land to medium densities is evidence that free standing detached houses are preferred and are in demand as opposed to sectional title developments. Free standing erven are favoured for their ability to provide owners with complete control and flexibility, i.e. the owner has freedom to use, lease, sell or dispose of the property as they wish without requiring permission from a management body (body corporate). The owner also has greater autonomy over the property.

From an investment perspective, freehold titles are viewed as a more stable and superior investment as the land itself is owned completely and appreciates in value. The Remainder of Erf 1439, Matutura, Extension 7 will remain "general residential" with a density of 1:250 and will accommodate the future development of a sectional title scheme.

It is important to note that the density of 1:300m² is the prevailing density in Matutura. This makes the request sensible, when taking into consideration requests of a similar nature in the same extension that have served before Council and were approved, these are as follows :

- Erf 1440, Matutura Extension 7 (phase 1 and 2) - Subdivision of Erf 1440, Matutura, Extension 7, into six (6) portions and Remainder and Rezoning of the 6 Portions from General Residential with a density of 1:250m² to Single Residential with a density of 1:300m².
- Erf 1266, Matutura Extension 7 - Rezoning of Erf 1266, Matutura Extension 7 from General Residential with a density of 1:250m² to Single Residential with a density of 1:300m² and subsequent subdivision into eleven (11) portions and Remainder.
- Erf 1444, Matutura Extension 7 - Subdivision of Erf 1444, Matutura, Extension 7, into twelve (12) portions and Remainder and Rezoning of the 11 Portions from General Residential with a density of 1:250m² to Single Residential with a density of 1:300m².
- Erf 1445, Matutura Extension 7 - Subdivision of Erf 1445, Matutura Extension 7 into ten (10) Portions and Remainder and Rezoning of the ten (10) portions from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m²

The proposed subdivision of Erf 1439, Matutura, Extension 7 also aligns with the Swakopmund Structure Plan 2020-2040 in that this area of Matutura consists of low to medium densities.

The sentiments of the applicant are echoed with regards to the provision of commercial sites in the greater Matutura area. The subject Erf was already residential in nature although it has a higher density. The burden for the fulfilment of the developmental needs of the area should not rest on the applicant, as they are also trying to address a further need for housing of the greater Swakopmund community. The objection, while considerable, requires patience while the commercial sites are being developed and economic nodes are being physically established over time. Matutura Extensions 4, 5 and 6 are comprised of mostly business zoned properties, and there are three (3) local business zoned sites in Matutura Extension 7. See Figure 2 below of Matutura with the commercial sites coloured in blue hatches.

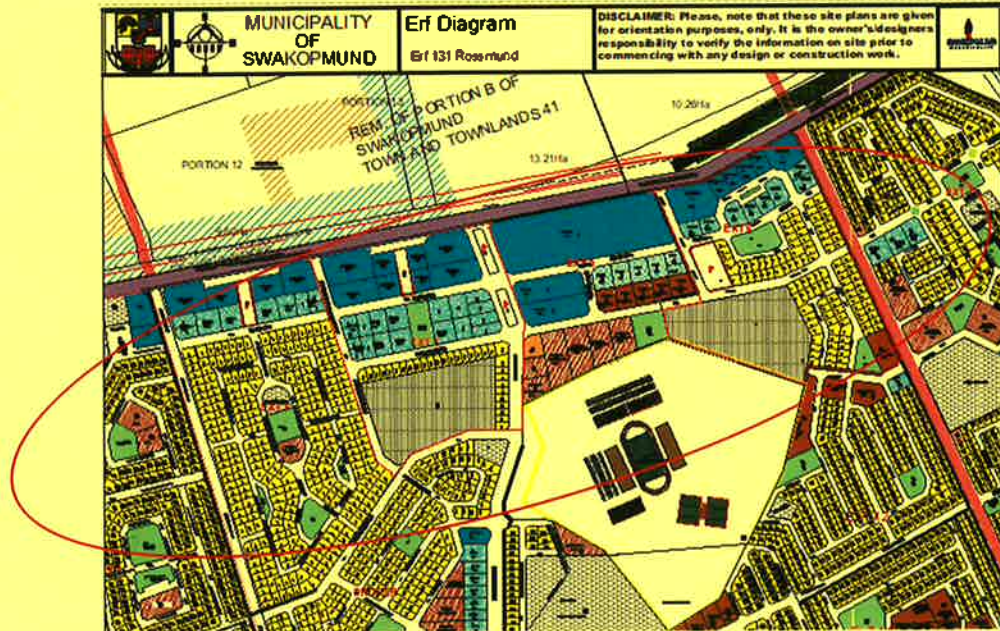


Fig 2: Indication of business erven in Matutura

Compensation

The subdivision of Erf 1439, Matutura, Extension 7 into 11 portions is subject to a 7.5% compensation fee with respect to endowment calculated according to Section 9 (b) of Regulations relating to the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) in conjunction with the Swakopmund Municipality Property Policy. It is not subject to a compensation fee in respect to betterment as in the process, both land use rights and density are being downgraded.

11.1 Title Conditions

The title deed conditions registered against Erf 1439, Matutura, Extension 7 be cancelled and that the following conditions be registered against the title of the Remainder of Erf 1439, Matutura as follows:

- (i) *The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);*
- (ii) *The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.*

It is proposed that the following title deed conditions be registered against the titles of the newly created 11 portions and Extension 7 as follows:

- (i) *The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);*

- (ii) The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least two times the municipal valuation of the erf.

12. Conclusion

The subdivision of Erf 1439, Matutura, Extension 7 into Portions 1-11 and Remainder will not have any negative impact on the area and can be favourably considered. Portions 1-11 have to be rezoned from "general residential 2" with a density of 1:250 to "single residential 1" with a density of 1:300. The applicant will have to undertake the statutory process in accordance with the Urban and Regional Planning Act, 2018 for the development to be in line with the provisions of the Swakopmund Zoning Scheme.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That as provided for in terms of Section 101(2)(a) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018), the subdivision of Erf 1439, Matutura Extension 7 into 11 portions and remainder and subsequent rezoning of Portions 1-11 from "General Residential 2" with a density of 1:250m² to "Single Residential" with a density of 1:300m² be approved as per determination of the Swakopmund Authorized Planning Authority during its hearing held on 30th July 2026, as follows:

PORTION NUMBER	APPROXIMATE AREA (m²)	PROPOSED USE
Portion 1	392	Single residential
Portion 2	392	Single residential
Portion 3	372	Single residential
Portion 4	334	Single residential
Portion 5	341	Single residential
Portion 6	349	Single residential
Portion 7	356	Single residential
Portion 8	380	Single residential
Portion 9	348	Single residential
Portion 10	348	Single residential
Portion 11	480	Single residential
Remainder/1439	3010	General residential 2
Total	7102	

- (b) That the applicant obtains Erf Numbers from the Surveyor General before certification of the subdivisional plans by the Council's Town Planner.
- (c) That upon presentation of portion numbers obtain from the Office of the Surveyor General by the applicant to the Town Planning Department, the Town Planner issue the subdivision certificate and certify the subdivision plan.
- (d) That the subdivision of Erf 1439, Matutura, Extension 7 be subject to a 7.5% compensation fee with respect to endowment calculated according to Section 9 (b) of Regulations relating to the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) in conjunction with the Swakopmund Municipality Property Policy, to be paid in full by the

applicant (owner) before submission of any building line relaxation application and/or building plans to the Engineering, Urban Development and Environmental Management Department for approval.

- (e) That should there be a need for the upgrading of municipal services, it be for the account of the applicant, and it must be designed to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
 - (f) That all the parking be provided on-site in accordance with the provisions of the Swakopmund Zoning Scheme and no parking on street reserve shall be tolerated.
 - (g) That the title deed conditions registered against Erf 1439, Matutura, Extension 7 be cancelled and that the following conditions be registered against the title of the Remainder of Erf 1439, Matutura, Extension as follows:
 - (i) *The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);*
 - (ii) *The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.*
 - (h) That it is proposed that the following title deed conditions be registered against the titles of the newly created 11 portions and Extension 7 as follows:
 - (i) *The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);*
 - (ii) *The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least two times the municipal valuation of the erf.*
 - (i) That the Chief Executive Officer inform the applicant of the decision in accordance with Section 101(3)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018),
 - (j) That the Chief Executive Officer inform the objector of Council's decision in accordance with Section 101(4) and right to appeal to the Minister against Council's Resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) within 21 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.
-

ANNEXURE 1



STEWART PLANNING

TOWN & REGIONAL PLANNERS

First Floor, On Main Building
122 Sam Nujoma Avenue
Walvis Bay

P.O. Box 2095
Tel: (064) 280 775
Email: mbute@sp.com.na

Reference: 1439_M

26 February 2026

**APPLICATION TO SUBDIVIDE AND REZONE
ERF 1439 MATUTURA EXTENSION 7:**

- Subdivision of Erf 1439 Matutura Extension 7 into 11 Portions ~~and the Remainder.~~
- Rezoning of Portions 1 to 11 from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m².

Submission to:

Chief Executive Officer
Municipal Council of Swakopmund
c/o Rakotoka ~~Street and Daniel Kamho Avenue~~
PO Box 53
Swakopmund

Prepared for:

Simon Shidolo
PO Box 8486
Swakopmund

Prepared by:

Stewart Planning- Town & Regional Planners
First Floor 122 On Main
122 Sam Nujoma Avenue
PO Box 2095
Walvis Bay

Contents

A. Introduction.....	3
B. Ownership and commissioning.....	3
C. Land parcel information.....	3
i. Location.....	3
ii. Property description.....	4
D. Development proposal.....	4
i. Proposed Subdivision.....	5
a. Access and Parking.....	6
b. Services.....	6
ii. Proposed Rezoning.....	6
E. Motivation.....	7
i. Demand, need, and desirability.....	7
ii. Applicable policy/legislation.....	8
a. Swakopmund Zoning Scheme.....	8
b. Swakopmund Urban Structure Plan 2020-2040.....	9
c. ALAN Panhandle.....	10
d. MURD Town Planning Standards and Urban Design Guidelines.....	11
F. Conclusion on the proposed development.....	11
i. Summary.....	11
ii. Recommendation.....	12

ATTACHEMENTS

Annexure 2:	Locality and detailed sketch plan.
Annexure 3:	Conditions to be registered.
Annexure 4:	Special power of attorney.
Annexure 5:	Copy of the Deed of Transfer No.T1538/2024

A. Introduction.

The purpose of this report is to apply for the subdivision of Erf 1439 Matutura Extension 7 (the site) into 11 Portions and the Remainder Erf 1439 and the subsequent rezoning of Portions 1 to 11 from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m² with the intention to utilise the newly created portions for provision of affordable freehold title detached housing.

Application is made in terms of the Urban and Regional Planning Act, Act no.5 of 2018 under Section:

1. 97(1)(e) for the SUBDIVISION of Erf 1439 Matutura Extension 7 into 11 Portions and the Remainder Erf 1439 Matutura Extension 7.
2. 97 (1)(a) for the REZONING of Portions 1 to 11 of Erf 1439 Matutura Extension 7 from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m².

B. Ownership and commissioning.

As per deed of transfer No. T1539/2024, Simon Hatwikulpi Shidolo is the registered owner of Erf 1439 Matutura Extension 7 (*Annexure 5*). This application is done on his behalf. The special power of attorney is attached as *Annexure 4*.

C. Land parcel information.

1. Location.

The site is situated in the northeastern corner of Matutura Extension 7 in Swakopmund, towards the MR44 Road (back road from Swakopmund to Henties Bay). Figure 1 below depicts the locality of the site. The locality plan is also attached as *Annexure 2*.



Figure 1: Locality of Erf 1439, Matutura Extension.

The site is ideally located in terms of its size, shape, access to streets, and compatibility with the surrounding residential area to be used for the provision of erven for freehold title housing in Swakopmund, and in particular Matutura Extension 7.

ii. Property description

The property description is outlined in Table 1 below:

Table 1: Erf 1439 Matutura Extension - Property Description

ERF 1439 MATUTURA EXTENSION 7	
Local Authority	Municipal Council of Swakopmund
Township	Matutura
Extension	7
Size	7 102m ²
Current Zoning	General Residential 2 with a zoning density of 1:250m ²
Site Description	  Erf 1439 Matutura Extension 7 is vacant and undeveloped. The site is flat and level with the surrounding streets. There are no physical constraints on the site that will prohibit development.
Access	The site is surrounded by 3 street frontages namely, Isabella Bock Street (12m), Reptile Urakum Street (20m) and a 30m wide unnamed collector road, making it highly accessible.
Existing Infrastructure	The site is located within an established township and is therefore connected to all essential infrastructure services such as sewer, water and electricity.

D. Development proposal

The main intention of the subdivision and rezoning application is to permit the owner to create single residential freehold erven that will be used for the development of single freehold dwelling houses/units with the usual outbuildings, while still retaining the Remainder Erf 1439 Matutura Extension 7 for General Residential use. There are no preliminary site development plans available, however all development on

the proposed portions will be fully in accordance with the Swakopmund Zoning Scheme's requirements such as coverage, density, bulk, height, building lines and parking in terms of the proposed "Single Residential" zone as set out below:

- Coverage: Maximum 60%
- Density: No density in the Single Residential zone may exceed the densities specified in Table A1 of the Swakopmund Zoning scheme, the proposed density of 1:300 will comply with the specified densities.
- Height: Maximum 8m. Height may be relaxed to 10m with special consent from Council.
- Building lines: 5 metres from any street boundary; 3 metres from any rear boundary; 3 metres from any side boundary; and 5 metres in the case of a garage from any street boundary or half the height of the building, whichever is greater.
- Parking: As determined by Council

The proposed subdivision and rezoning are as outlined below:

i. Proposed Subdivision

Given the size and shape of Erf 1439 Mautura Extension 7, 11 Portions and the Remainder can be created of which majority of the Portions have a regular rectangular shape that is preferred for Single Residential land use. Table 2 below shows the proposed subdivision.

Table 2: Proposed subdivision of Erf 1439 Matutura Extension 7

Subdivision Plan		Land Parcel	Area (m ²)
		Portion 1	392
		Portion 2	392
		Portion 3	372
		Portion 4	334
		Portion 5	341
		Portion 6	349
		Portion 7	356
		Portion 8	360
		Portion 9	348
		Portion 10	348
		Portion 11	480
		Remainder	3010
		Total	7102

The Subdivision Plan is attached as Annexure 2.

a. Access and Parking

As mentioned in section C of this report, the site is highly accessible due to its location along 3 streets frontages. Below is a description of how each newly created portion will receive suitable access:

- Portions 1, 2, and 3 will receive access from Isabella Bock Street;
- Portions 4, 5, 6, and 7 will receive access from the Unnamed collector road;
- While portions 8, 9, 10, and 11 (via panhandle) will receive access from Reptile Uranium Street.
- The Remainder of Erf 1439 Matutura Extension 7 can receive access from both Isabella Bock and Reptile Uranium Street.

Isabella Bock Street (12m) and Reptile Uranium Street (20m) and the Unnamed Street (30m) are wide enough to accommodate residential traffic and are considered suitable to provide safe and easy access to the newly created portions which will be evaluated with the submission of the building plans.

In conclusion, safe and suitable access to each new portion can be achieved without causing traffic congestion or negatively impacting the future amenity of the area.

b. Services

The provision of services is compensated for in the following manner:

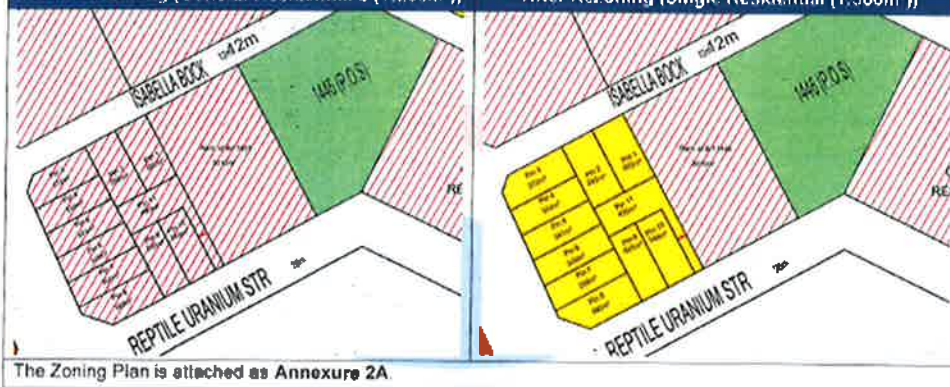
- 1) Payment of a once-off 7.5% endowment fee for every new Portion created will help the Swakopmund Municipality upgrade and/or maintain its overall bulk infrastructure and;
- 2) Provision and installation of service connection to each new erf, will be at the developers cost to the satisfaction of the Local Authority, Erongo RED, and Telecom Namibia.

The current zoning and density allows for up to twenty-eight (28) units on Erf 1439 Matutura Extension 7. Thus, there is sufficient capacity to serve the proposed eleven (11) dwelling units that will be developed on the newly created erven.

N. Proposed Rezoning

Table 3 below represents the proposed rezoning.

Table 3: Proposed rezoning of Erf 1439 Matutura Extension 7
Before Rezoning (General Residential 2 (1:250m²))



Given the current General Residential 2 zoning with a density of 1:250m², Erf 1439 Matutura Extension 7 theoretically, has the potential to be developed for twenty-eight (28) dwelling units through a sectional title scheme. However, there is a need for smaller, more affordable erven to be used for freehold title detached housing in this residential neighbourhood, hence the need to subdivide and rezone.

The Remainder of Erf 1439 Matutura Extension 7 will remain zoned General Residential 2 with a density of 1:250m² and can be used for a sectional title scheme of up to twelve (12) dwellings or to develop a block of flats with twelve (12) units.

E. Motivation.

1. Demand, need, and desirability.

There is a need in the market for smaller, more affordable freehold title detached housing. Due to the size, shape, and accessibility of the site, it can be considered suitable and ideal for the purpose of delivering smaller, more affordable freehold title detached housing.

The site measures 7 102m² and is zoned General Residential 2 with a density of 1:250m² and can therefore be theoretically developed for twenty-eight (28) dwelling units through a sectional title scheme. Although the provision of a different housing type (freehold title) than initially planned (sectional title) is proposed, it should be noted that the erf will not be rezoned and subdivided for freehold title in its entirety. Instead, only a portion of the site (±4 092m²) will be subdivided and rezoned, the Remainder of Erf 1439 Matutura Extension 7 will remain zoned General Residential 2 with a density of 1:250m² for future development.

It should further be noted that layout planning is not an exact science, but rather a dynamic process of systems and methods. Standards and Guidelines cannot be cast in stone when it comes to human settlement planning, as human settlements develop and grow over time because of political, social, economic, and environmental changes. The principle of spatial resilience, whereby flexibility in spatial plans, policies, and land use management should be applied within township establishments to ensure sustainable livelihoods. Flexibility in spatial plans, policies, and land use management can help communities not only survive but thrive amid economic and/or environmental changes, and in this case the demanding housing market changes.

No development has taken place on the site in terms of its current General Residential 2 zoning since the establishment of the Matutura Extension 7 Township in May 2019. As there is now a need to develop a portion of the property for the provision of 11 freehold title detached dwelling units. The utilisation of the property for this purpose is more in demand than the utilisation of the site for the provision of dwelling units within a housing scheme. None of the identified General Residential zoned erven within Matutura Extension 7 have been developed and the Remainder of Erf 1439 Matutura Extension 7 is proposed to remain General Residential, therefore sufficient General Residential land remains to accommodate any future need for dwelling units within a housing scheme.

When considering the compatibility of the proposed development with the surrounding properties, it can be seen from Figure 2 below that the layout and shape of the newly created erven fit in and are complementary to the layout design of the surrounding residential erven.

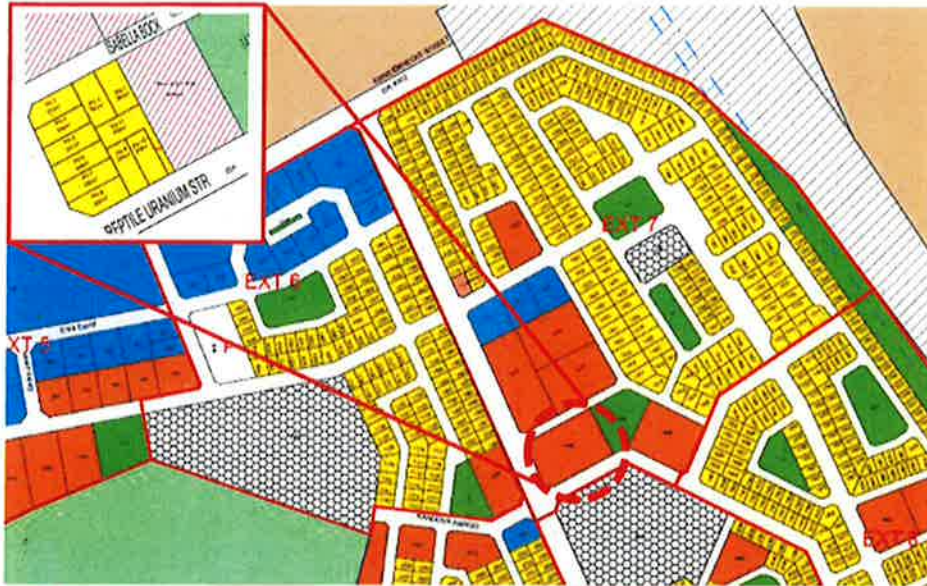


Figure 2: Compatibility of the proposed development with surrounding residential area.

Through the proposed development, temporary employment during the construction phase will be provided. The proposed development will also generate an increase in monthly payments of service charges by each prospective owner of the newly created erven. The proposed development will have a direct/indirect positive impact on economic growth, which is much needed in light of the Country's current economic status.

In conclusion, the proposed development will address the demand, need, and desirability for smaller, more affordable freehold title detached housing in Matutura Extension 7, and Swakopmund in general.

II. Applicable policy/legislation.

a. Swakopmund Zoning Scheme.

Table 4 on the next page shows how the proposed subdivision of Erf 1439 Matutura Extension 7 into Portions 1 to 11 and the Remainder Erf 1439 Matutura Extension 7 and subsequent rezoning of Portions 1 to 11 from General Residential 2 (1:250m²) to Single Residential (1:300m²) will comply with the clauses/provisions/restrictions set out in the Swakopmund Zoning Scheme for Single Residential zoned land:

Table 4: Compliance with Clause 5A of the Swakopmund Zoning Scheme.

Single Residential Requirements	Compliance
Primary Uses "Dwelling Unit"	The newly created properties as a result of the subdivision, will each be developed with a single residential dwelling unit.
Definition Dwelling unit means: "a dwelling with or without an outbuilding consisting of mutually adjacent rooms with a kitchen and with at least a bathroom and toilet facilities and designed for occupation by a single household....."	All dwelling units will be designed for occupation by a single household and will provide the associated facilities as defined.
Minimum erf size No newly created single residential erf shall be smaller than 300m ²	All 11 newly created erven will be a minimum of 300m ²
Density No buildings in the Single Residential zone may exceed the densities specified in Table A1	The density zone of 1:300 is complied with.
Parking As determined by Council	Suitable on-site parking will be provided on each newly created portion. 1 parking bay per dwelling unit is generally accepted.
Height, Coverage, Bulk, Building lines & Additional land-use restrictions.	These development parameters will be evaluated with the submission of building plans for the dwelling units and the necessary consent uses/relaxations (if any) will be applied for.
Betterment Fee Not applicable when rezoning from General Residential to Single Residential	N.A.

5. Swakopmund Urban Structure Plan 2020-2040.

Erf 1439 Matutura Extension 7 is situated in the residential area identified as H2, this area is characterised as having an existing low and medium residential density character and is depicted in Figure 4 below. The proposed development will not change the character of the residential neighbourhood and will rather strengthen the residential character by providing affordable freehold housing on available land within an existing township. The site is earmarked for the provision of housing which is achieved with the proposed development. The only change is in the type of housing; 11 freehold erven and a Remainder that can accommodate up to 12 sectional title units instead of one large erf that can accommodate up to 28 sectional title units.



Figure 3: Location of the site in the identified residential Zone H2 as per the Swakopmund Urban Structure Plan 2020-2024

Although mixed housing typologies are identified as a spatial strategy for the future Swakopmund, the implementation thereof will naturally occur/be preferred near existing nodes throughout the town. Matutura Extension 7 is a relatively new township establishment with no current nodes within or near the township. As the township grows and becomes more developed, the need for mixed housing typologies might start to develop and the Remainder of Erf 1439 Matutura Extension 7 as well as other suitable General Residential erven remain to accommodate this future need.

c. ALAN Panhandle.

In order to comply with the minimum 300m² residential erf requirement, the creation of rectangular shaped erven which is preferred for Single Residential zoned erven and to ensure maximum utilisation of the land. It is necessary and possible for one Erf (Portion 11) to receive access via a panhandle. With reference to the ALAN Panhandle policy for panhandle widths in residential subdivisions, the proposed panhandle access to Portion 11 complies with the guidelines as indicated below:

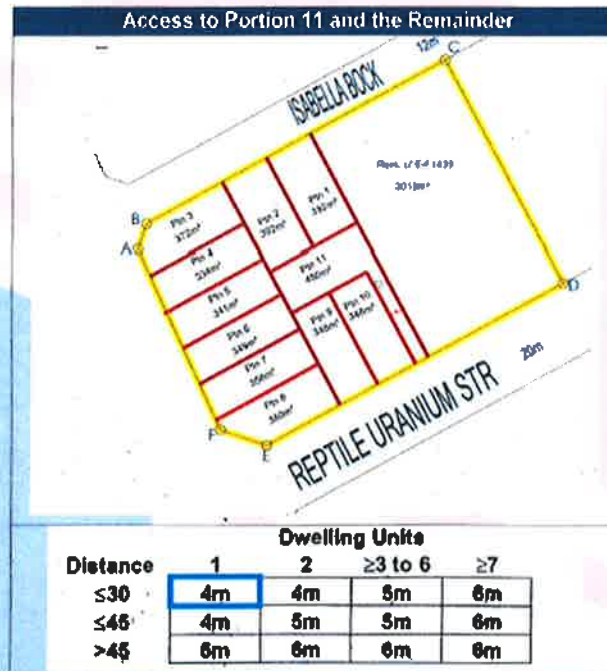


Table 5: Compliance with ALAN Panhandle Policy.

The proposed panhandle access can be favourably considered as it allows the creation of an additional erf. Furthermore, it helps to create an erf on the site with a similar shape and sized as the surrounding residential erven.

d. MURD Town Planning Standards and Urban Design Guidelines.

The table below shows how the proposed subdivision and rezoning are in accordance with the Ministerial Town Planning Standards and Urban Design Guidelines of 2013.

Table 6: Evaluation of application in terms of the Ministerial Town Planning Standards and Urban Design Guideline.

Policy Directive	Evaluation
Minimum erf sizes	Portions 1-11 and the Remainder are all larger than the required 300m ² minimum erf size for single-family housing. The Remainder Erf 1439 Matutura Extension 7 will remain zoned General Residential 2 with a density of 1:250m ² .
General street layout and width	Suitable access to each new portion can be obtained from the adjacent 3 streets: Isabella Bock Street (12m), Reptile Uranium (20m) and an unnamed Street (30m) respectively. All streets are wide enough to provide easy and safe access to each newly created portion. The street width remains sufficient in size to accommodate space for pedestrians, landscaping, street furniture, parking, and municipal services.
Open Spaces	No new open spaces are created with the rezoning and subdivision. Sufficient Open Spaces were created with the establishment of Matutura Extension 7 Township.
Main roads/ Bypass roads	No access is taken from a Main or Bypass Road, but rather from urban streets. Therefore, no building restrictions in this regard apply.
Stormwater & Environmental Management	The property is not situated inside a natural watercourse, and the site is level with adjacent streets. All stormwater drainage, if it rains at the coast, will form part of the street network. No environmental clearance certificate is required in terms of the Environmental Management Act (No. 7 of 2007).
Legislative Procedures	Application for rezoning and subdivision is made in terms of Section 97(1)(a) & 97(1)(e) of the <i>Urban and Regional Planning Act, Act No.5 of 2018</i> , and all legislative procedures in terms of this Act will be followed.
Local Economic Development	The rezoning and subdivision will have a direct and indirect positive impact on economic growth and employment creation during the construction phase of the dwelling units, which are much needed considering the current economic recession. The subdivision and rezoning can be regarded as local economic development, in the form of housing provision, which will contribute to the overall improvement of the Matutura Extension 7 residential neighbourhood.
Principles for town planning and design	With the proposed rezoning and subdivision, spatial justice and good governance are promoted in ensuring that the use of the proposed portions for freehold detached housing corresponds with the Single Residential zoning of the property.

From the above, it can be concluded that the proposed application is in accordance with the Ministerial Town Planning Standards and Urban Design Guidelines.

F. Conclusion on the proposed development**i. Summary**

In summary, the proposed subdivision and rezoning of Erf 1439 Matutura Extension 7 as motivated in this report, can be favourably considered for the following reasons:

- ❖ The site is ideal in terms of its location, size, shape, access to streets, and compatibility with the surrounding residential area to be utilised for the provision of affordable freehold title detached housing in Swakopmund, and in particular Matutura Extension 7;
- ❖ Safe and suitable access to each newly created portion will be achieved and there is sufficient capacity for adequate service provision;

- ❖ All the newly created portions are larger than the required 300m² minimum size for single family housing;
- ❖ The town planning principle of Spatial Resilience is applied by promoting flexibility in spatial plans to accommodate the current needs of communities;
- ❖ The proposed development will provide housing on existing land that is available and suitable for this purpose and will strengthen the residential character of the neighbourhood;
- ❖ There remains more than sufficient General Residential land if there might be a need in the future for more densified development and/or mixed housing typologies;
- ❖ The proposed development is supported in terms of the applicable town planning statutory/policy guidelines.

Due to the above reasons, the Council can favourably consider the proposed rezoning and subdivision application.

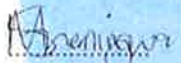
ii. Recommendation

Given the need, desirability, and relevant policy alignment, it is recommended to support the following applications in terms of the Urban and Regional Planning Act, Act no.5 of 2018 under Section:

1. 97(1)(e) for the **SUBDIVISION** of Erf 1439 Matutura Extension 7 into 11 Portions and the Remainder Erf 1439 Matutura Extension 7.
2. 97 (1)(a) for the **REZONING** of Portions 1 to 11 of Erf 1439 Matutura Extension 7 from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m².

I trust the above recommendation for the proposed subdivision and rezoning application meets your favourable consideration. Please do not hesitate to contact us should you need additional information.

Yours faithfully,



Mbute Shaningwa
Town and Regional Planning Officer



Tel: +264 84 280 770 | Email: mbute@sp.com.na



Bruce Stewart



Registered Town & Regional Planner (NCTRP)
Tel: +264 84 280 770 | Email: bruce@sp.com.na

CONDITIONS TO BE REGISTERED**SUBDIVISION AND REZONING OF REMAINDER ERF 1439 MATUTURA
EXTENSION 7**

It is recommended that the conditions registered against the Remainder Erf 1439 Matutura Extension 7 be retained and the following conditions be registered against Portions 1 to 11 (portions of Remainder Erf 1439 Matutura Extension 7) and the Remainder of Remainder Erf 1439 Matutura Extension 7.

IN FAVOUR OF THE LOCAL AUTHORITY

- a) The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (No.5 of 2018).
- b) The building value of the main building, including the outbuilding to be erected on the erf, shall be at least two times the municipal valuation of the erf.

SPECIAL POWER OF ATTORNEY

I, the undersigned,

SIMON HATWIKULIPI SHIDOLO [ID No. 86090400025]

in my capacity as the **OWNER OF ERF 1439, MATUTURA EXTENSION 7**

do hereby nominate, constitute and appoint

**STEWART PLANNING – TOWN AND REGIONAL PLANNERS
P.O. BOX 2096, WALVIS BAY, NAMIBIA**

with full power of substitution, to be my true and lawful Attorney and Agent for me and in my name, place and stead, to make the necessary application to the Municipality of Swakopmund, and/or Urban and Regional Planning Board for the:

SUBDIVISION INTO 10 PORTIONS AND THE REMAINDER AND SUBSEQUENTLY REZONE THE SUBDIVIDED 10 PORTIONS FROM GENERAL RESIDENTIAL (1:260m²) TO SINGLE RESIDENTIAL (1:300m²)

at the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes I might or could do if personally present and acting herein – hereby ratifying, allowing and confirm all and whatsoever my said Agent and Attorney shall lawfully do, or cause to be done, by virtue of these presents.

thus done and signed at Swakopmund this ...10. day of ...October... 2025 in the presence of the undersigned witnesses:



SIMON HATWIKULIPI SHIDOLO

Witness 1

Name: Felicia Hepate

Signature: [Signature]

Witness 2

Name: Gedinde Hoeses

Signature: [Signature]



WR/db/0537353

DEED OF TRANSFER

NO T 1539 / 2024

MUNICIPAL COUNCIL OF SWAKOPMUND

TO

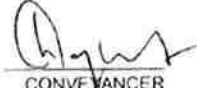
SIMON HATWIIKULIPI
SHIDOLO

ERF NO. 1439, MATUTURA (EXTENSION NO. 7)



ENSafrica | Namibia
Incorporated as LorentzAngula Inc.
tel +264 61 379700

Prepared by me


CONVEYANCER
POTGIETER, A.H.

T 1539 / 2024

DEED OF TRANSFER

BE IT HEREBY MADE KNOWN:

THAT ~~ANDREAS HERTZOG POTGIETER~~ **WILLEM JACOBUS ROSSOUW** appeared before me, Registrar of Deeds, at Windhoek, he the said Appearer, being duly
authorised by a Power of Attorney granted to him by the**MUNICIPAL COUNCIL OF SWAKOPMUND**dated the 20 November 2023 and signed at SWAKOPMUND 

and the said Appearer declared that his said constituent had truly and legally sold on 9 October 2023 and that he in his capacity aforesaid, did by these presents, cede and transfer, in full and free property, to and on behalf of

SIMON HATWINKULIPI SHIDOLO
Identity Number: 880904 0002 5
Unmarried

His Heirs, Executors, Administrators or Assigns

CERTAIN Erf No. 1439, Matutura
(Extension No. 7)

SITUATE In the Municipality of Swakopmund
Registration Division "G"
Erongo Region

MEASURING 7 102 (Seven One Nil Two) Square Metres as indicated on General Plan
S.G. No A.3542017

HELD BY Certificate of Registered Title No.T.4499/2018

SUBJECT to the following conditions in terms of Government Notice No 116 of 2019,
namely:

IN FAVOUR OF THE LOCAL AUTHORITY

- a) The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf must at all times be subject to the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance No 18 of 1954).
- b) The building value of the main building, including the outbuildings, to be erected on the erf must be at least two times the prevailing valuation of the erf.

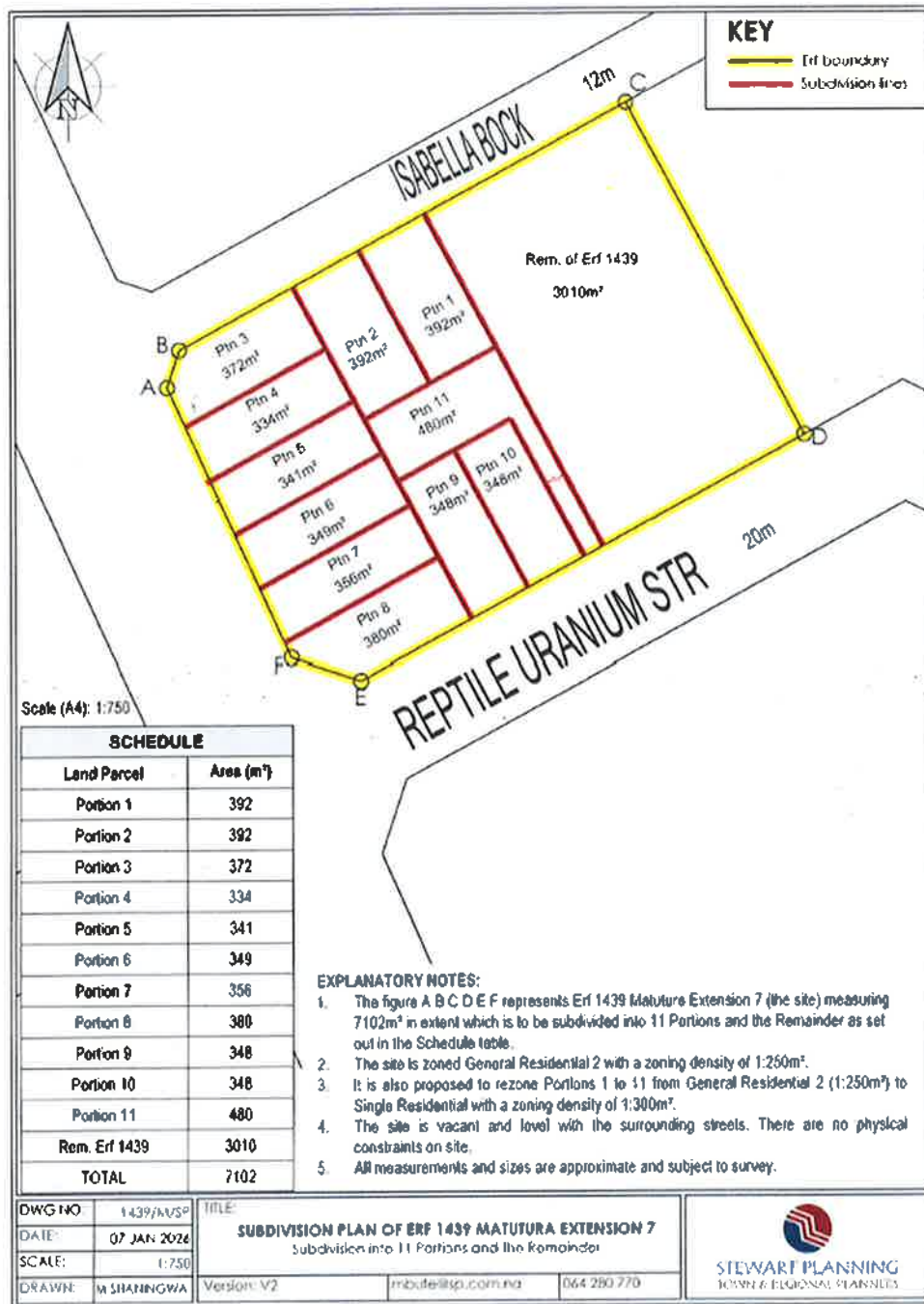
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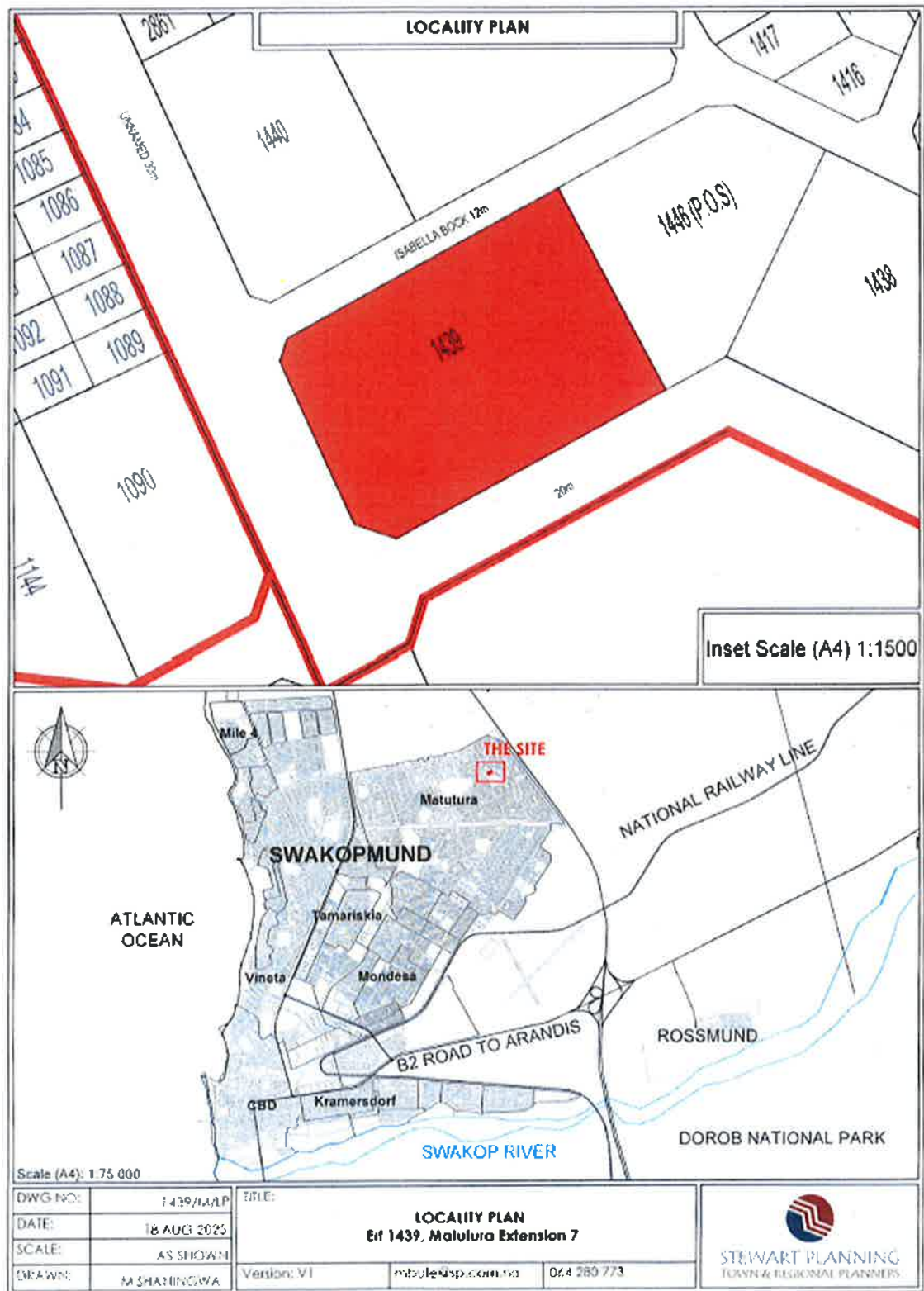
WHEREFORE the appearer, renouncing all the rights and title the Municipal Council of Swakopmund heretofore had to the premises, did, in consequence also acknowledge it to be entirely dispossessed of, and disentitled to the same and that, by virtue of these presents, the said transferee, His Heirs, Executors, Administrators, or Assigns, now are and henceforth shall be entitled thereto conformably to local custom, the State, however, reserving its rights, and finally acknowledging that the purchase price is the sum of N\$1 127 912.00.

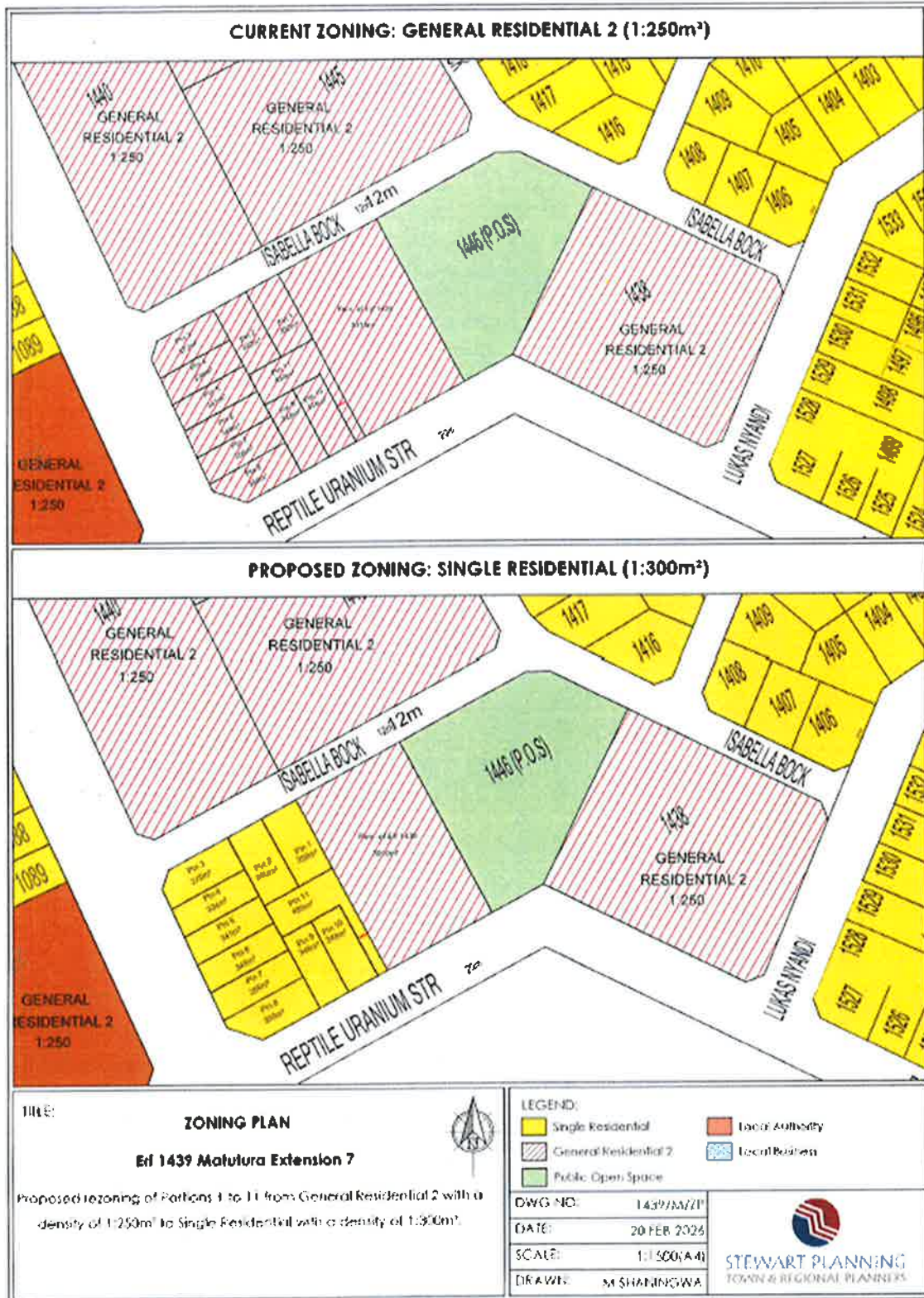
SIGNED AT WINDHOEK ON 05 APR 2024
together with the appearer, and confirmed with my seal of office.



SIGNATURE OF APPEARER









+264 64 419 4200

info@swakopmund.com.na

P.O. Box 53, Swakopmund, Namibia

Internal Memorandum

To : General Manager: Engineering, Urban Development and Environmental Management

From : Office of the Chief Executive Officer

Date : 17/04/2026

Ref No : E 1439

Subject : REQUEST FOR COMMENTS ON THE APPLICATION FOR SUBDIVISION OF ERF 1439 MATUTURA EXTENSION 7 INTO 11 PORTIONS AND THE REMAINDER AND REZONING OF PORTIONS 1 TO 11 FROM "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:250M² TO SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M²

You are kindly requested to provide input or comments for the attached application to this memorandum. Your input and comments should be forwarded to the Manager: Town Planning on or before the 1st May 2026.

Should there be no input or comments received by the Town Planning Department at closure of business of the aforesaid date, it will be assumed there are no objections against the envisaged development, and the application will be processed and submitted to Council without your inputs.

Regards,


J. Heita
Manager: Town Planning
NK

No objection

 24.04.2026
~~26.04.2026~~



STEWART PLANNING

TOWN & REGIONAL PLANNERS

First Floor CLA Building
84 Theo Ben Gurion Street
Walvis Bay

www.sp.com.na
Tel: (064) 280 770
Email: otto@sp.com.na

Our reference: 1439_M

02 July 2026

Chief Executive Officer
Swakopmund Municipality
PO Box 53
Swakopmund

RE: PROOF OF GIVING NOTICE: ERF 1439 MATUTURA EXTENSION 7:

- SUBDIVISION INTO 11 PORTIONS AND REMAINDER.
- REZONING OF PORTIONS 1 TO 11 FROM GENERAL RESIDENTIAL 2 WITH A DENSITY OF 1:250 TO SINGLE RESIDENTIAL WITH A DENSITY OF 1:300.

Dear Sir/Madam,

Reference is made to the subject application. We confirm that we act on behalf of Mr. Simon Hatwikulipi Shidolo (our clients). The application was advertised in terms of Section 107 of the Urban and Regional Planning Act (Act No.5 of 2018) and the Regulations as published in Government Gazette No.7327 of 03 September 2020 (hereinafter referred to as "the Act").

Table 1 below summarizes how the application was advertised in terms of the Urban and Regional Planning Act and the Swakopmund Zoning Scheme.

Table 1: Compliance with the prescribed notification for subdivision and rezoning as set out in the Urban and Regional Planning Act and Swakopmund Zoning Scheme.

Prescribed Notification	Compliance	Proof
A notice in the Government Gazette (Reg 10(1)).	Published under Notice No. 308 of Government Gazette No. 8910 of 30 April 2026.	Copy of Government Gazette notice attached as Annexure A1 .
A notice once a week for two consecutive weeks in at least two newspapers (Reg 10(2)).	Published in "The Namibian" and the "Namib Times" on 30 April 2026 and 08 May 2026.	Copies of newspaper notices are attached as Annexure B1 .
Written notice to neighbouring/ adjacent landowners. (Reg 10(4)).	Neighbouring properties were identified as shown in Figure 1; notice letters were sent via email on 30 April 2026.	Adjacent owners information obtained from Council; a sample of the notice letter and its attachments and proof of emails sent is attached as Annexure C1 .

A notice on site/ land for a period for a period of 14 days (Reg. 12(a)).	A notice was displayed in a visible place on site from 30 April 2026 to 08 June 2026.	A sample of the notice and photographs of the notice placed on site are attached as Annexure D1 .
A notice on the Municipal notice board (Reg.12(b)).	A notice was placed on the Municipal Notice board and displayed from 30 April 2026 to 08 June 2026.	A sample of the Municipal notice board notice and proof that it was displayed is attached as Annexure D1 .

1. The deadline to submit written comments or objections to the application ended on 17:00, 04 June 2026.
2. I can confirm that the application received one objection and/or comments.
 - 2.1. The objection received and response is attached as **Annexure E1**.
 - 2.2. We ask the Council to confirm whether they have received any other written comments, representations or objections to the application, and to forward a copy to our office for our record keeping, thank you.
3. On 30 April 2026 neighbouring landowners, as indicated by the yellow/blue dots in Figure 1 below were notified of the application in terms of Regulation 10(4)(a) of the Act via email.



Figure 1: Neighbouring landowners notified of the subdivision and rezoning application in writing.

- 3.1. Given the above, we trust we have met the principle of transparent public participation as provided under Section 3(2)(d) of the Act which reads as follows:
 during the preparation, amendment and review of policies and plans dealing with spatial planning a transparent process of public participation must be followed which process must afford the general public and persons affected by such policies and plans, access to the relevant information in order to provide inputs on matters affected them;

4. Attachments

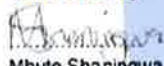
4.1. Please find attached to this report the following:

- Annexure A1: Copy of Government Gazette Notice No. 308 dated 30 April 2026.
- Annexure B1: Newspaper tear sheets dated 30 April 2026 and 08 May 2026.
- Annexure C1: Neighbours contact information dated 27 April 2026 and Proof of neighbour's notification dated 30 April 2026.
- Annexure D1: Notice displayed on site and at municipal notice board from 30 April 2026 to 08 June 2026.
- Annexure E1: Objection received and response to objection.
- Annexure F1: Sworn Declaration under Oath.

5. Conclusion

- 5.1. The application was advertised as required by the Act, one objection was received and addressed in Annexure E1.
- 5.2. We ask the Council to confirm whether they have received any written comments, representations or objections to the application, and to forward a copy to our office for our record keeping, thank you.
- 5.3. Proof of giving notice of the application is provided under Table 1.

Yours sincerely,



Mbute Shaningwa
Town and Regional Planning Officer



STEWART PLANNING
TOWN & REGIONAL PLANNERS

Tel: +264 84 280 770 | Email: mbute@sp.com.na

Erf 726, Windhoek is located adjacent to Erf 2109, Windhoek along Tal Street and directly south of Vedder Street. Erf 726, Windhoek is currently zoned "institutional" in terms of the Windhoek Zoning Scheme, while Erf 2109 is reserved as "public open space."

The purpose of Applications W/13117 – A and W/13117 – B is to facilitate the consolidation of the portions of Vedder Street, Tal Street, and Erf 2109 with Erf 726, Windhoek, in order to create a single, larger erf capable of accommodating additional parking and associated services. The consolidated erf is intended to be transferred to the Blood Transfusion Service and will accordingly assume the "institutional" zoning of Erf 726, Windhoek.

In this regard, Clause 5(3) of the Windhoek Zoning Scheme provides that where land previously forming part of a street or public place is closed and transferred to an abutting owner, such land shall automatically adopt the same zoning as the adjoining property.

Therefore, following the approval of the subdivision, closure, and consolidation applications, and upon transfer to the Blood Transfusion Service, the consolidated erf will inherit the "institutional" zoning. As such, a separate rezoning application is not required.

The applications, locality map and the supporting documents be open for inspection during normal office hours at the Municipal Council of Windhoek (Town Planning Office) and Stubbenauch Planning Consultants Office, 45 Sir Seretse Khama Street, Windhoek.

Any person objecting to the proposed application as set out above may lodge such objection together with the grounds thereof, with the Chief Executive Officer of the Municipal Council of Windhoek and with the applicant (Stubbenauch Planning Consultants CC) in writing on or before Friday, 5 June 2026.

Applicant:
Stubbenauch Planning Consultants CC
Tel: (061) 251189
P.O. Box 41404, Windhoek
tutele@spc.com.na
Our Ref: W/13117

The Chief Executive Officer
City of Windhoek
P.O. Box 59, Windhoek

No. 308

2026

SUBDIVISION AND REZONING OF ERF 1439, MATUTURA EXTENSION 7

Stewart Planning – Town and Regional Planners intends to apply, on behalf of the registered owner, to the Municipal Council of Swakopmund for the following:

- Subdivision of Erf 1439, Matutura Extension 7 into 11 portions and the Remainder; and
- Rezoning Portions 1 to 11 from "general residential 2" with a density of 1:250 to "single residential" with a density of 1:300.

The aforementioned application is submitted in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), the Swakopmund Urban Structure Plan and the Swakopmund Zoning Scheme.

Take note that –

- a) The full application lies open for inspection at the Town Planning Department of the Swakopmund Municipality, on the corner of Rakotoka Street and Daniel Kamho Avenue Swakopmund, or can be requested from Ms. Mbute Shaningwa: mbute@sp.com.na.

ANNEXURE B1

4x Newspaper tear sheets dated 30 April & 08 May 2026

30 APRIL 2026

NAMIB TIMES 7

NOTICE OF THE CONSENT APPLICATION IN TERMS OF THE WALVIS BAY TOWN PLANNING SCHEME

CONSENT: Vocational Training Centre ON
ERE NO. 600 TOWNSHIP/ AREA: Walvis Bay
STREET NAME & NO: San Njofane
Avenue.

In terms of the Walvis Bay Town Planning
Scheme, notice is hereby given that I/we, the
undersigned, have applied to the Walvis Bay
Municipality for permission to erect/establish
on the site a: Vocational Training Centre

Plans may be inspected or particulars of this
application may be obtained at Town Planning,
First Floor, Rooms 101 & 105, Civic Centre.

Any person having any objection to the approval
of this application, must lodge such objection,
together with grounds thereof, with the General
Manager, Roads and Building Control, (Town
Planning), Private Bag 5017, Walvis Bay and the
applicant, in writing, not later than 22 May
2026.

NAME AND ADDRESS OF APPLICANT:
Irene Solomon, P.O. Box 1495 Walvis Bay
Email: irasolomon@gmail.com

NOTICE OF THE CONSENT APPLICATION IN TERMS OF THE WALVIS BAY TOWN PLANNING SCHEME

CONSENT: Pre School and Day Care ON ERF
NO. 11 TOWNSHIP/ AREA: Koffenedam
STREET NAME & NO: Koffenedam

In terms of the Walvis Bay Town Planning
Scheme, notice is hereby given that I/we, the
undersigned, have applied to the Walvis Bay
Municipality for permission to erect/establish on
the site a: Pre School and Day Care

Plans may be inspected or particulars of this
application may be obtained at Town Planning,
First Floor, Rooms 101 & 105, Civic Centre.

Any person having any objection to the approval
of this application, must lodge such objection,
together with grounds thereof, with the General
Manager, Roads and Building Control, (Town
Planning), Private Bag 5017, Walvis Bay and the
applicant, in writing, not later than 22 May
2026.

NAME AND ADDRESS OF APPLICANT:
Nadine Nribo, P.O. Box 1832 Walvis Bay
Email: nadine06@gmail.com

REZONING AND SUBDIVISION OF ERF 1419 MATUTUA EXTENSION 7

Please take note that Street Planning - Town &
Regional Planning is applying, on behalf of the
applicant, to the Municipal Council of Swakopmund
for the following:

Subdivision of Erf 1419 Matutua Extension 7 into
11 Portions and the Rezoning of:
- Portion 1/11 from General Residential 7
with a density of 1:200 to Single Residential with a
density of 1:500.

The intention of the subdivision and rezoning ap-
plication is to permit the owner to create single resi-
dential lots for the purpose of the development of
single detached dwelling houses.

The application is submitted in terms of the Urban and
Regional Planning Act, 2018 (Act No 5 of 2018), the
Swakopmund Urban Scheme Plan and the Develop-
ment Zoning Scheme.

Take note that:

- (a) The full application has been for inspection at the
Town Planning Department of the Swakopmund
Municipality, on the corner of Bakrika and Doodt
Kamho Street Swakopmund, or can be requested from
Mr. M. Shoenberger: mshoenberger@swakopmund.nam
- (b) Any person having comments or objections to the
application may in writing lodge such objections and
comments, together with the grounds thereof, with the
Chief Executive Officer of the Swakopmund Municipality
and with Street Planning within 14 days of the
publication of this notice.
- (c) Written objections must be submitted before or on
17:00 Thursday, 1 June 2026.

Local Authority:
Chief Executive Officer,
Municipality of Swakopmund
P.O. Box 51 Swakopmund
064 111 1111

Applicant:
David M. Shoenberger
Town & Regional Planning
P.O. Box 2017 Walvis Bay
064 200 7777

BABYLINE 0812218081

**CHOOSE
LIFE**

DON'T DUMP YOUR BABY.
GIVE YOUR BABY
A CHANCE...

STAY ANONYMOUS. PHONE 0812218081

NOTICES & VACANCIES

NOTICE OF THE CONSENT APPLICATION IN TERMS OF THE WALVIS BAY TOWN PLANNING SCHEME

CONSENT: Accommodation Establishment
(Self-catering) ON ERF NO. 416 TOWNSHIP/
AREA: Longshore STREET NAME & NO: 41,
Longshore Street.

In terms of the Walvis Bay Town Planning
Scheme, notice is hereby given that I/we, the
undersigned, have applied to the Walvis Bay
Municipality for permission to erect/establish on
the site a: Accommodation Establishment
(Self-catering)

Plans may be inspected or particulars of this
application may be obtained at Town Planning,
First Floor, Rooms 101 & 105, Civic Centre.

Any person having any objection to the approval
of this application, must lodge such objection,
together with grounds thereof, with the General
Manager, Roads and Building Control, (Town
Planning), Private Bag 5017, Walvis Bay and the
applicant, in writing, not later than 15 May 2026.

NAME AND ADDRESS OF APPLICANT:
Elton J. Freyre, P.O. Box 26734, Windhoek
Email: freyre@airpost.com.na

NOTICE IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT, 2018 AND THE ENVIRONMENTAL MANAGEMENT ACT, 1997

Street Planning - Town & Regional Planning intends to
apply, on behalf of the registered owner, to the Municipality
of Walvis Bay, the Urban and Regional Planning Board and the
Environmental Management Act, 1997 for the following:

1. Erf 2141 Walvis Bay (Erf 2141 San Njofane Avenue and South
Road)
Reverting from "Single Residential" with a density of 1:500
to "General Business" with a bulk factor of 1.0
and the subsequent application for an Environmental
Management Certificate for the change in zoning.

2. Erf 2141 Walvis Bay (Erf 2141 San Njofane Avenue and South
Road)
Reverting from "General Residential" with a density of 1:500
to "General Business" with a bulk factor of 1.0
and the subsequent application for an Environmental
Management Certificate for the change in zoning.

The above application is submitted in terms of the Urban and
Regional Planning Act, 2018 (Act No 5 of 2018) and the Wal-
vis Bay Zoning Scheme. The rezoning of land from residential
to commercial use is a listed activity and application for
Environmental Management Certificate will be made in terms of
the Environmental Management Act, 1997.

Take note that:

- (a) the rezoning pre-application draft (Preliminary) has
been for inspection at Rooms 101 & 105 of the Town and Building
Control Department of the Municipality of Walvis Bay, at
Civic Centre, Walvis Bay or can be requested from
Mr. M. Shoenberger: mshoenberger@swakopmund.nam
- (b) Any person having comments or objections to the
application may in writing lodge such objections and
comments, together with the grounds thereof, with the
Chief Executive Officer of the Swakopmund Municipality
and with Street Planning within 14 days of the
publication of this notice.
- (c) Written objections must be submitted before or on
17:00 Thursday, 18 May 2026.

Local Authority:
Chief Executive Officer,
Municipality of Walvis Bay
P.O. Box 51 Walvis Bay
064 111 1111

Applicant:
David M. Shoenberger
Town & Regional Planning
P.O. Box 2017 Walvis Bay
064 200 7777



VACANCY BAADER MECHANIC

Overberg Baader Mechatronics is looking for highly qualified candidates to
apply for the position of Baader Mechanic

Educational Qualifications
Certificate of Baader Mechanic
Certificate of Professionalism and Basic Safety

Experience
10 years previous experience as Baader mechanic in factory, workshop,
factory in factory equipment: Milling machine, turning machine, grinding machine,
clipping machine, conveyor
Education of maintenance plans on board operation and prevention

Knowledge/Skills
Fitting machine, Baader 110
Sewing machine: Baader 51, Baader 52, Junior 17705
Holding machine: Junior 451, Baader 424
Clipping machine: Clipping Type CT 835
Sewing machine: FRIE KONTI G500P
Sewing machine: K5-SOPACK
Solder: Miro
Scales: Nard scales and Marver Scales
Metal detector: SEBOTECH QUASCAN V1 + 54-OP
High hydraulic pressure systems
Speed of work experience for the factory machinery
Mechanics skills
Hand electricity and hand electronic
Welding skills: stick welding, by welding
Sewing machine: RECOFACK

Another requirement
Languages: English

Applicants meeting the requirements are invited to send their CV and supporting documents
as one PDF attachment to the following email with the reference number:

Email: recruitment@overbergbaader.com

Reference: 1700237
Contact Person: Karolina Karamova or Christy Gela
Contact details: 081 442 3206

Closing date for applications: 11 May 2026

Overberg Baader Mechatronics (Pty) Ltd is an equal opportunity employer, and actively qualified
candidates from designated groups are encouraged to apply



REPORTING & COMPLIANCE MANAGER - WALVIS BAY

Information
Verma (Pty) Ltd is looking to appoint a highly qualified and experienced Reporting &
Compliance Manager. This is a newly created position aimed at strengthening the Group's financial
reporting, tax compliance, and governance functions. The role will report to the General Manager,
Finance and the Financial Manager and will play a key role in ensuring the integrity, accuracy, and
timeliness of financial reporting and compliance with Group's requirements in Walvis Bay

Minimum Requirements
- Graduate of Finance (B.Com) or Accounting
- Minimum 5 - 8 years relevant experience, preferably in a reporting, audit, or compliance-
focused role
- Strong knowledge of Namibian tax legislation, including both current tax and indirect taxes
(VAT, duties, import, etc.)
- Proven experience in preparing financial statements to accurately reflect application
requirements
- Experience with group consolidations
- Strong working knowledge of ERP systems (e.g. SAP) and data analysis and reporting tools
- Excellent communication skills (written and verbal) with the ability to engage with senior and
middle management
- High level of integrity and ethical standards with a proven track record in audit and compliance
- Proven ability

Job responsibilities
- Take full responsibility for the preparation and review of Annual Financial Statements for the
Group and its subsidiaries, ensuring compliance with applicable accounting standards
- Oversee and manage group consolidations, ensuring accuracy and completeness of financial
statements
- Manage monthly financial compliance, including the preparation and review of compliance reports
and calculations, VAT, and other statutory submissions
- Assist the Group's Finance and Accounting Manager in ensuring timely submissions, system reliability, and
overall compliance with regulations
- Advise the Group's Finance and Accounting Manager on compliance with all relevant regulatory reporting and
audit requirements
- Coordinate and manage the external audit process and ensure the timely completion of audits
- Supervise and maintain internal controls and compliance frameworks across the Group
- Provide technical accounting guidance and support to the Finance team when required
- Assist the General Manager Finance and Financial Manager with reporting, analysis,
and strategic decisions

Applicants meeting the requirements are invited to send their CV and supporting documents as one
PDF attachment to the following email with the reference number:

Email: recruitment@verma.com

Ref No: 1700231
Contact person: Karolina Karamova or Christy Gela
Contact details: 081 442 3206

Closing date for applications: 1 May 2026

Verma (Pty) Ltd is an Equal Opportunity Employer

Appendix

THE UNIVERSITY OF ALABAMA
SCHOOL OF BUSINESS
100 UNIVERSITY BLVD. N.
TUSCALOOSA, AL 35487
TEL: 205/975-5200
FAX: 205/975-5201
WWW.BUSINESS.UA.EDU

1. The first step in the process of creating a new product is to identify a market need. This involves conducting market research to determine what consumers want and what problems they are trying to solve.

2. Once a market need has been identified, the next step is to develop a concept for a product that meets that need. This involves brainstorming ideas and selecting the most promising one.

3. The third step is to create a prototype of the product. This allows the designer to test the product and make any necessary adjustments before moving forward with production.

4. After the prototype has been tested and approved, the next step is to develop a business plan. This includes determining the cost of production, the price of the product, and the marketing strategy.

5. The final step is to launch the product into the market. This involves manufacturing the product, distributing it, and promoting it to consumers.

[illegible]

THE UNIVERSITY OF MICHIGAN LIBRARY
300 N ZEEB RD
ANN ARBOR MI 48106-1500
TEL: (313) 763-3000
FAX: (313) 763-3000
WWW: WWW.LIBRARY.MICHIGAN.EDU
LIBRARY MICHIGAN

• Total •

[illegible][illegible]

rd.

ANNEXURE C1

Proof of written notice to Adjacent Owners



STEWART PLANNING

TOWN & REGIONAL PLANNERS

First Floor 122 on Main
122 San Napuna Avenue

P.O. Box 2095
Tel: (044) 280 770

Reference: 14439/M
Customer Care
Swakopmund Municipality

27 April 2028

SUBJECT: REQUEST FOR NEIGHBOURS INFORMATION

To whom it may concern,

We have received instruction to proceed with a subdivision and rezoning application for Erf 1439 Matutara Extension 7. In terms of the Urban and Regional Planning Act of 2018, we need to notify directly adjacent property owners of the application. Will you please provide contact details of the following property owners? The information can also be emailed to me: mbute@sp.com.na

1. Erf 2651 Matutara Ext.6

Name & Surname: Municipality

Contact No: T. Not registered on the system

E. / /

Postal Address: / /

2. Erf 1090 Matutara Ext.6

Name & Surname: Mugumbano Kobby Lee

Contact No: T. 0813144569

E. Ruth.Kwenani@windhoekcc.org.na

Kobby 84@gmail.com

Postal Address: P.O. Box 65046

Rocky Crest

3. Erf 1440 Matutara Ext.7

Name & Surname: Awarab Karl Usiel

Contact No: T. 0811460692

E. karl.awarab@russing.com.na

Postal Address: P.O. Box 1065

Swakopmund

4. Erf 1445 Matutura Ext.7

Name & Surname:

Municipality

Contact No:

T.

E.

Not registered on the system

Postal Address:

5. Erf 1446 Matutura Ext.7

Name & Surname:

Municipality

Contact No:

T.

E.

Not registered on the system

Postal Address:

6. Erf 2028 Matutura Ext.10

Name & Surname:

Municipality not registered on the system

Contact No:

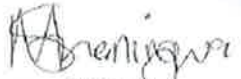
T.

E.

Postal Address:

The information can be clearly written or scanned and emailed to mbute@sp.com.na

Kind regards



Mbule Shaningwa
Stewart Planning



STEWART PLANNING

TOWN & REGIONAL PLANNERS

First Floor CIA Building
114 Theo Ben Gurion Street
Walvis Bay

P.O. Box 2095
Tel: (064) 280 770
Email: mbute@sp.com.na

SAMPLE

Reference: 1439 M

30 April 2026

NOTICE TO NEIGHBOURS: PROPOSED SUBDIVISION AND REZONING OF ERF 1439 MATUTURA EXTENSION 7

Take note that Stewart Planning – Town & Regional Planners intends to apply, on behalf of the owner of Erf 1439, Matutura Extension 7 for the subdivision of the property into 11 Erven (10 Portions and the Remainder) and the subsequent rezoning of Portions 1 to 10 from General Residential 2 (1:250m²) to Single Residential (1:300m²).

Erf 1439 Matutura Extension 7 is a vacant property situated along Isabella Bock Street, Reptile Uranium Street, and an unnamed Street. The purpose of the application is to provide affordable freehold title detached housing on the proposed Portions 1 to 10, in accordance with the Single Residential development parameters set out in the Swakopmund Zoning Scheme.

The application is submitted in terms of the Urban and Regional Planning Act, 2018 (No.5 of 2018) and in terms of the Swakopmund Zoning Scheme. The background information document is available upon request from Ms. Shaningwa : mbute@sp.com.na or can be inspected at the Town Planning Department of the Municipality of Swakopmund, corner of Rakotoka and Daniel Kamho Avenue, Swakopmund.

Take note that any person having objections or comments to the application must lodge such objections or comments, together with the grounds thereof, in writing with the Chief Executive Officer of the Municipality of Swakopmund and Stewart Planning within fourteen (14) days of the last publication of this notice to the address provided below. Written objections or comments must be submitted before 17:00, Thursday, 04 June 2026.

Chief Executive Officer
Municipality of Swakopmund
PO Box 53, Swakopmund
Tel: 064 410 4403
Email: jheita@swkmun.com.na

Applicant
Stewart Planning
P.O. Box 2095, Walvis Bay
Tel: 064 280 770
Email: mbute@sp.com.na

If you have any questions regarding the proposed rezoning and subdivision, please do not hesitate to contact my office.

Yours faithfully,

Mbute Shaningwa
Town Planning Officer



STEWART PLANNING
TOWN & REGIONAL PLANNERS

Tel: +264 64 280 770 | Email: mbute@sp.com.na

SAMPLE



STEWART PLANNING
TOWN & REGIONAL PLANNERS

OBJECTION FORM

SUBDIVISION AND REZONING OF ERF 1439 MATUTURA EXTENSION 7

Name: _____

Address: _____

Telephone: _____

I, the owner of Erf/Erven

Do not object to ☐

Please tick where applicable, for example:

Object to ☐



the subdivision and rezoning of Erf 1439 Matutura Extension 7

If objecting, please state your reason(s):

Signature: _____

Date: _____

Kindly take note that comments should reach me by 04 June 2026.

 Outlook

Neighbours Notification: Proposed Subdivision and Rezoning of Erf 1439 Matutara Extension 7

From Mbutu Shaningwa <mbyte@sp.com.na>

Date Thu 4/30/2026 10:23 AM

Bcc roaseb2@gmail.com <roaseb2@gmail.com>; bobby64@gmail.com <bobby64@gmail.com>; Awerab, KaA (RUL) <karlawerab@roosing.com.na>

4 attachments (1 MB)

1439_M_Notice letters to neighbours.pdf; 1439_M_Objection Form.docx; 1439_M_Locality Plan.V1.pdf; 1439_M_Zoning Plan.V3.pdf

Dear Sir/Madam

I trust this message finds you well.

We, at Stewart Planning – Town and Regional Planners, are currently in the process of submitting an application to the Swakopmund Municipality for the following:

- Subdivision of Erf 1439 Matutara Extension 7 into 11 Portions and the Remainder and;
- Rezoning Portions 1-11 from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m².

As part of the statutory process, adjacent property owners are required to be notified and afforded the opportunity to comment or object, should they wish to do so.

As the registered owner of an adjacent/neighbouring property, we hereby notify you of the above-mentioned application.

Kindly find attached the following for your reference:

- Neighbour's notice letter
- Objection form
- Locality and zoning plans

Should you have any comments or objections, please complete the objection form and return it to us at your earliest convenience.

Please note that the deadline for submitting any comments or objections is 17:00 on Thursday, 04 June 2026.

Should you have any questions or require further clarity, please do not hesitate to reach out.

Kind regards,

Mbutu Shaningwa

Town Planning Officer



122 Sun Nuxma Avenue | First Floor, 122 On Main | PO Box 2095 Walvis Bay

Tel: (064) 261 770 | Email: spbyte@sp.com.na | Website: www.sp.com.na/www.sp.com.na

ANNEXURE D1

Proof of on-site and Municipal notice board notices

Erf 1439 Matutura Ext. 7: Proof of on-site notice (60cm x40cm)

SAMPLE

REZONING NOTICE

ERF 1439 MATUTURA EXTENSION 7 (THIS PROPERTY)

Stewart Planning – Town and Regional Planners has been appointed to apply to the Municipal Council of Swakopmund for the following applications:

- Subdivision of Erf 1439 Matutura Extension 7 into 11 Portions and the Remainder;
- Rezoning Portions 1-11 from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m².

The above application is submitted in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018), the Swakopmund Urban Structure Plan and the Swakopmund Zoning Scheme.

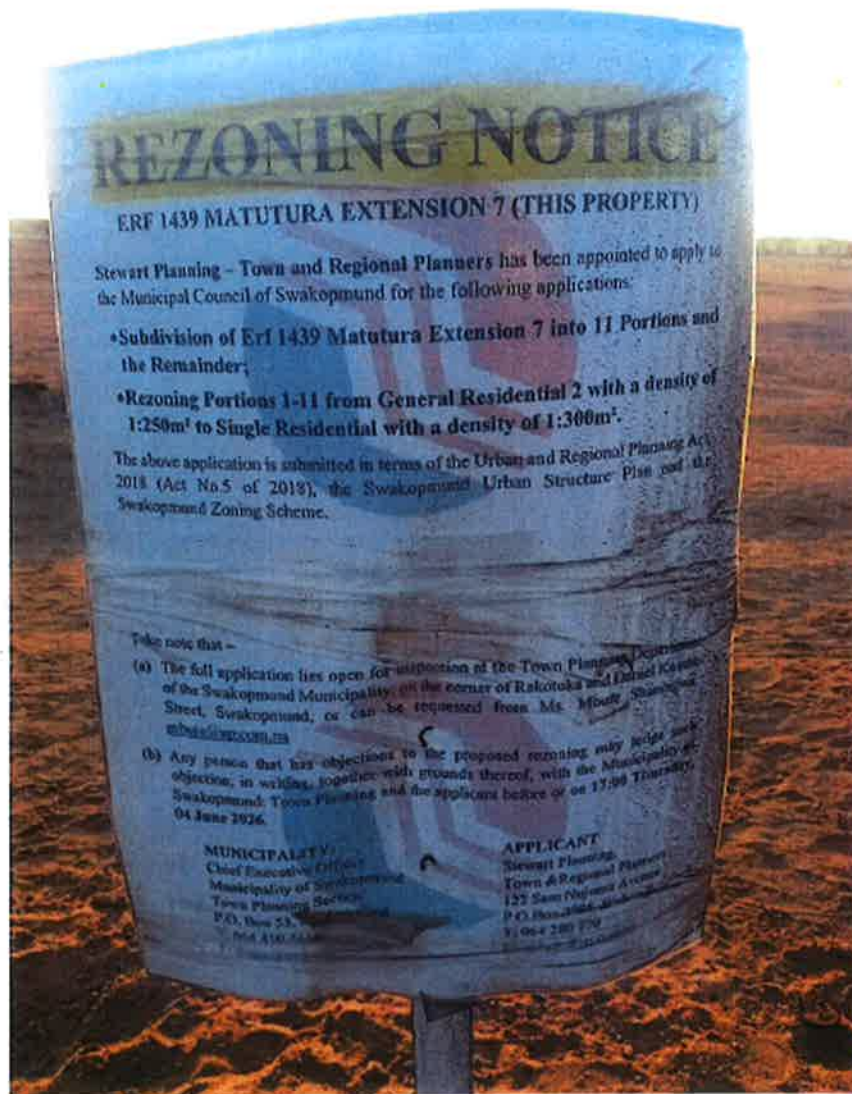
Take note that –

- (a) The full application lies open for inspection at the Town Planning Department of the Swakopmund Municipality, on the corner of Rakotoka and Daniel Kamho Street, Swakopmund, or can be requested from Ms. Mbute Shaningwa: mbute@sp.com.na
- (b) Any person that has objections to the proposed rezoning may lodge such objection, in writing, together with grounds thereof, with the Municipality of Swakopmund: Town Planning and the applicant before or on 17:00 Thursday, 04 June 2026.

MUNICIPALITY:
Chief Executive Officer
Municipality of Swakopmund
Town Planning Section
P.O. Box 53, Swakopmund
T: 064 410 4418
E: jheita@swkmun.com.na

APPLICANT
Stewart Planning,
Town & Regional Planners
122 Sam Nujoma Avenue
P O Box 2095, Walvis Bay
T: 064 280 770
E: mbute@sp.com.na

Erf 1439 Matutura Ext. 7: Proof of on-site notice (60cm x40cm)

Erf 1439 Matutura Ext. 7: Proof of on-site notice (60cm x40cm)

Erf 1439 Matutura Ext.7: Municipal Notice Board Notice**SAMPLE****REZONING AND SUBDIVISION NOTICE**

Take note that Stewart Planning – Town & Regional Planners intends to apply, on behalf of the registered owner, to the Municipal Council of Swakopmund for the following:

- Subdivision of Erf 1439 Matutura Extension 7 into 11 Portions and the Remainder;
- Rezoning of Portions 1-11 from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m².

The intention of the subdivision and rezoning application is to permit the owner to create single residential freehold erven that will be used for single free-hold dwelling houses/units.

The application is submitted in terms of the Urban and Regional Planning Act, 2018 (No. 5 of 2018), the Swakopmund Urban Structure Plan and in terms of the Swakopmund Zoning Scheme. The full application lies open for inspection at the Town Planning Department of the Swakopmund Municipality, on the corner of Rakotoka and Daniel Kamho Avenue, Swakopmund, or can be requested from Ms. Mbute Shaningwa: mbute@sp.com.na

Take note that any person having objections or comments to the application must lodge such objections or comments, together with the grounds thereof, in writing with the Chief Executive Officer of the Municipality of Swakopmund and Stewart Planning within fourteen (14) days of the last publication of this notice to the address provided below.

Written objections or comments must be submitted before or on 17:00, Thursday, 04 June 2026.

Chief Executive Officer
Municipality of Swakopmund
P.O. Box 53, Swakopmund
Tel: +264 64 410 4403
jheita@swkmun.com.na

Applicant:
Stewart Planning
P.O. Box 2095, Walvis Bay
Tel: +264 64 280 770
mbute@sp.com.na

AFFIDAVIT CERTIFYING DISPLAY OF PUBLIC NOTICE

for applications made in terms of the Urban and Regional Planning Act, Act No.5 of 2018 (the Act) and the Swakopmund Zoning Scheme (the Zoning Scheme), as amended.

I/We, the undersigned,

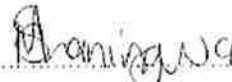
Mbute Shaningwa (ID No: 96022700248) of Stewart Town Planning CC

do hereby make oath and say that a notice/s advertising my/our application in terms of the Act and the Zoning Scheme for

Erf 1439 Matutura Extension 7 (C/o Reptile Uranium; and unnamed Street and Isabella Bock):

- Subdivision Into 11 Portions and Remainder.
- Rezoning of Portions 1 to 11 from General Residential w with a density of 1:250 to Single Residential with a density of 1:300.

were conspicuously displayed on the said erf/land portion/land parcel and at the notice board of the Local Authority for a period of at least 14 days from 05 May 2026 to 05 June 2026 as required by Act and the Zoning Scheme.



SIGNATURE OF DEPONENT

I certify that the Deponent has acknowledged that he/she/they knows/know and understands/understand the contents of this Affidavit which was signed and sworn before me at Walvis Bay on 11th June 2026

Rhivermo Hildegard Williams Commissioner of Oaths Ex Officio: Legal Practitioner Unit 3, 122 Sam Nujoma Avenue Walvis Bay P.O.Box 2156 Walvis Bay
--


COMMISSIONER OF OATHS

ANNEXURE E1

Objection received and response to objection



FW: Objection to Rezoning Application - Erf 1439 Matutura Extension 7

From: Johannes Angulo <jangulo@swkmun.com.na>

Date: Thu 6/11/2026 11:52 AM

To: Mbule Shengwa <mbule@sp.com.na>; Bruce Stewart <bruce@sp.com.na>; Johann Otlu <otlu@sp.com.na>

Cc: Johannes Heria <jheria@swkmun.com.na>; Ndinelago Kuwa <nkuwa@swkmun.com.na>

Good morning Mbule!

Please take note of and incorporate the below objection that was sent to us, in your public consultation report.

Regards

Annalize Swart | Executive Assistant to the Chief Executive Officer | Chief Executive Office | +264 61 910 4100

From: Cornelius Manjara <cornelius.manjara@rossing.com.na>

Sent: Thursday, June 4, 2026 4:54 PM

To: jheria@swkmun.com; Annalize Swart <aswart1@swkmun.com.na>

Subject: Objection to Rezoning Application - Erf 1439 Matutura Extension 7

You don't often get email from cornelius.manjara@rossing.com.na. Learn why this is important

The Chief Executive Officer

Municipality of Swakopmund

Town Planning Section

Subject: Objection to Rezoning Application - Erf 1439 Matutura Extension 7

Dear Sir/Madam,

I hereby wish to formally object to the proposed rezoning and subdivision of Erf 1439 Matutura Extension 7, as advertised in the rezoning notice.

While I understand the need for development within our community, I am concerned that the proposed rezoning from General Residential to Single Residential use does not fully address the broader developmental needs of the Matutura area.

Matutura is a rapidly growing residential area which currently lacks sufficient commercial infrastructure and essential services. Instead of reducing density or limiting development to single residential units, I believe that this area would benefit more from mixed-use development, including:

A shopping mall or retail centre to improve access to essential goods and services

A service/filling station to support transport needs of residents

Additional commercial facilities that can create employment opportunities and stimulate local economic growth

Such developments would not only improve the quality of life for residents but also reduce the need for long-distance travel to access basic services.

Furthermore, the proposed rezoning does not appear to take into consideration the long-term urban planning strategy that should promote balanced and sustainable development within the Matutura area.

In view of the above, I respectfully request the Municipality to reconsider the current proposal and explore alternative development options that include commercial and service-oriented infrastructure for the benefit of the community.

I trust that my objection will be given due consideration.

Yours faithfully,

Cornelius Manjara

Ph: 064 5202212

Cell: 0812618463



First Floor, On Main Building
122 Sam Nujoma Avenue
Wylvis Bay

P.O. Box 2095
Tel: (064) 280 773
Email: info@stewartplanning.com.na

Reference: 1439 M

Date: 02 July 2026

ERF 1439 MATUTURA EXTENSION 2:

Subdivision into 11 Portions and the Remainder and subsequent rezoning of Portions 1 to 11 from General Residential 2 within a density of 1:250 to Single Residential with a density of 1:300.

RESPONSE TO OBJECTION RECEIVED.

During the public notification period, one written objection was received regarding the proposed subdivision and rezoning of Erf 1439 Matutura Extension 7. The objection primarily relates to the perceived lack of commercial development within the Matutura area and suggests the site would be better suited for mixed use or commercial development rather than the proposed residential subdivision.

The concerns raised are acknowledged and appreciated. The objections received are discussed and addressed below:

1. Lack of commercial infrastructure and broader developmental needs

The objector proposes that Matutura would benefit more from commercial facilities such as a shopping centre, service station and other business related developments rather than additional residential erven.

While these concerns are understandable, it should be noted that the purpose of the present application is to assess planning merit of the proposed subdivision and rezoning of Erf 1439 Matutura Extension 7, rather than to reconsider the broader land use framework for Matutura as a whole.

The Urban and Regional Planning Act and the Swakopmund Zoning Scheme both make provision for property owners to apply for rezoning where development potential, land use compatibility and urban growth considerations justify it. Which in this case, it does.

Erf 1439 is currently zoned for general residential use as in the original layout plan of Matutura Extension 7. The application does not seek to introduce a fundamentally different land use; it merely proposes a different residential housing typology on a portion of the erf. Portions 1 to 11 will be rezoned from General Residential 2 to Single Residential, while the Remainder will retain its existing General Residential 2 zoning. Accordingly, the site will continue to serve its intended residential function within the urban structure of Matutura.

Like most urban centres in Namibia, there is an ever increasing high demand for housing in Swakopmund due to urbanisation, population growth and a lack of readily available, serviced land. Single detached housing remains the preferred housing typology in Namibia. There is a need in the market for smaller, more affordable freehold detached housing, particularly for residents wishing to own individual properties rather than sectional title units. The proposed directly responds to this demand while making efficient use of existing serviced land within an established township.

2. Commercial Development within Matutura

The objector further suggests that commercial facilities should instead be developed on the subject property to improve access to services and employment opportunities.

Matutura is a relatively new area with no established commercial nodes within or near its townships of yet. As the area continues to grow and develop more, so will the need for commercial and mixed use development nearby. The provision of housing is a crucial part of every city's urban form and although commercial facilities are also required in residential neighbourhoods, they need to be established within an appropriate spatial planning framework and not placed randomly into the urban fabric of our neighbourhoods.

The Swakopmund Structure Plan 2020-2040 already identifies suitable locations for future economic nodes and commercial activity, including the future Matutura CBD as depicted in Figure 1 below:

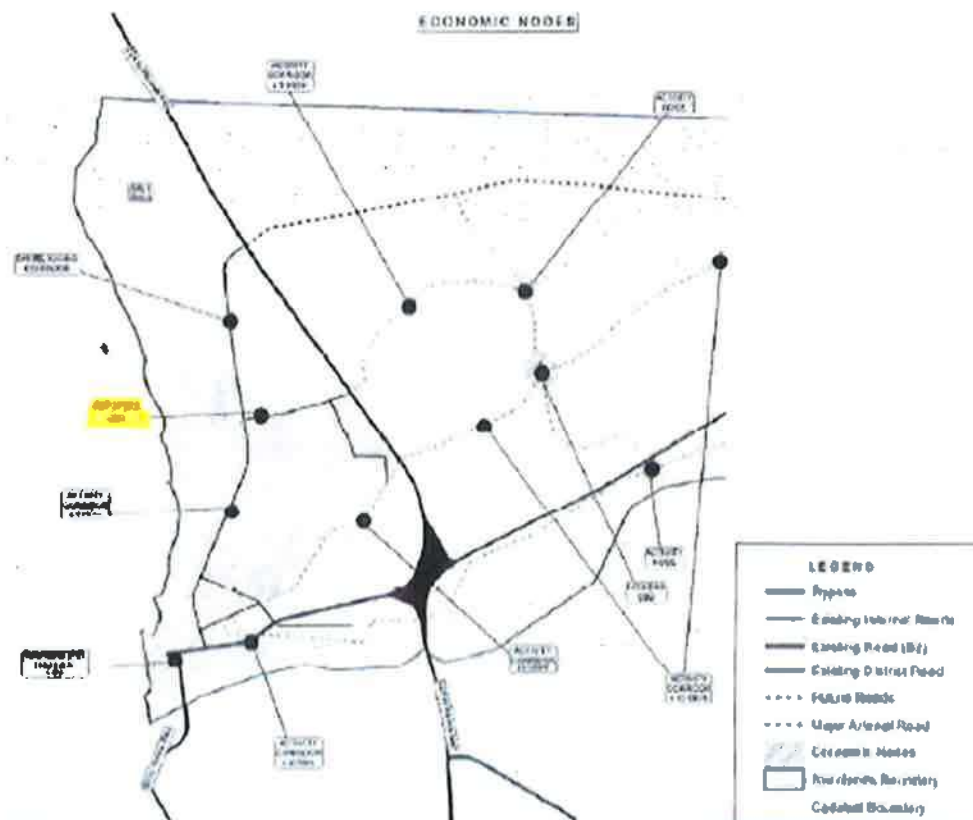
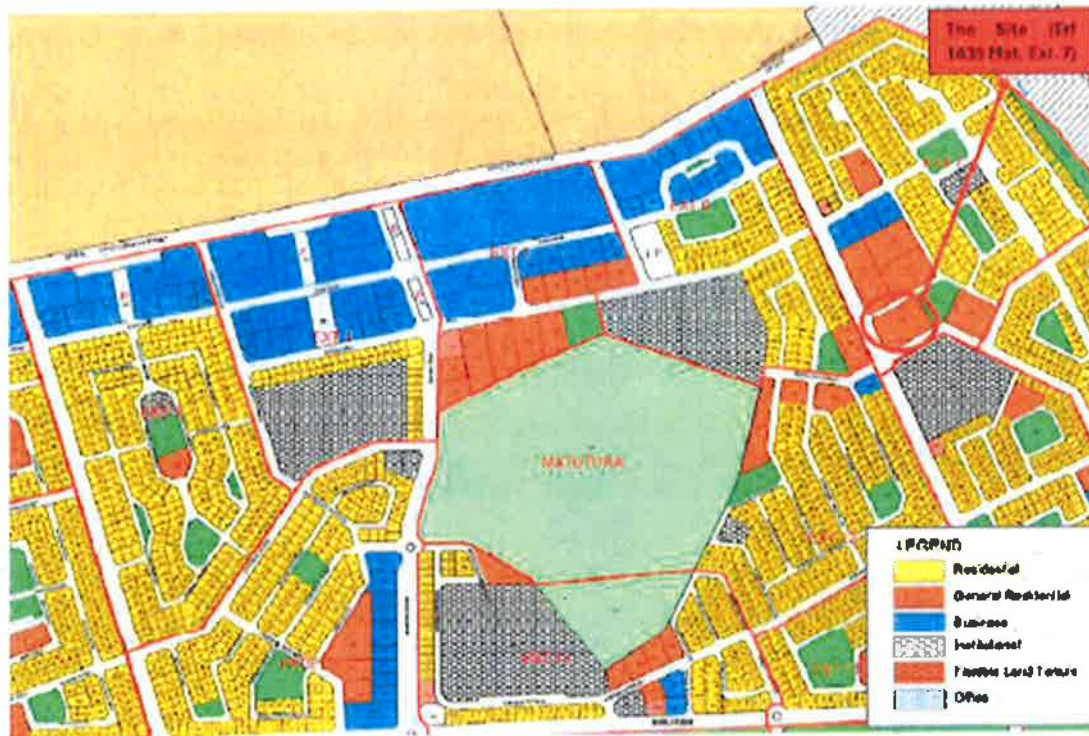


Figure 1: Economic Nodes and Corridors. Source: Swakopmund Urban Structure Plan 2020-2040

Although the objectors concern regarding the lack of commercial facilities in close proximity are substantiated, the Swakopmund Municipality has made sufficient provision for business erven along the northwestern end of Matutura (forming part of the future Matutura CBD) and other designated business erven throughout the township as seen in Figure 2 below.

The locations of these erven are based planning principles such as accessibility, visibility, location along major transportation routes and the creation of concentrated economic activity, making them most ideal for commercial use.



Therefore, the current absence of commercial facilities in the Matutura area is not the result of inadequate planning provisions, but rather because many of the designated business properties have not yet been developed. As development within Matutura progresses and population thresholds increase, these commercial sites are expected to develop naturally in response to market demand.

i. Long term urban planning strategy

The objector raises concern that the proposal does not adequately consider the long term planning vision for Matutura.

The proposed subdivision and rezoning are in accordance with common town planning practice and generally complies with the requirements of the Swakopmund Zoning Scheme and the Swakopmund Urban Structure Plan. The proposed specifically aligns with structure plans spatial strategy promoting mixed housing typologies.

Furthermore, layout planning and design is not an exact science, but rather a dynamic process of systems and methods to ensure improved environments for human habitation over time. Standards and Guidelines cannot be cast in stone and should be subject to the constant needs of individual residents and the urban form of the town.

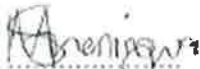
Conclusion

The objection primarily highlights the need for additional commercial and mixed-use development within Matutura. While this is a legitimate planning consideration for the continued growth of the township, it does not demonstrate that the proposed subdivision and rezoning is inappropriate or contrary to sound planning practice.

The proposal remains residential in nature, is fully compatible with surrounding land uses, complies with the Swakopmund Zoning Scheme and supports the objectives of the Swakopmund Urban Structure Plan by promoting mixed housing typologies through the efficient use of serviced urban land and consequently increasing the supply of freehold housing options.

Furthermore, adequate provision has already been made within the layout design for future commercial development at strategically identified locations within Matutura. Erf 1439 Matutura Extension 7 was not earmarked for business purposes, and its continued residential use is consistent with both the existing zoning and the long-term spatial vision for the area.

Taking into consideration the above, the issues raised in the objection do not constitute sufficient planning grounds to warrant refusal of the proposed application. Therefore, I request that the proposed subdivision and rezoning of Erf 1439 Matutura Extension 7 meet your favourably considered.



Mbute Shaningwa
Town and Regional Planning Officer



STEWART PLANNING
TOWN & REGIONAL PLANNERS
Tel: +264 64 280 770 | Email: mbute@sp.com.na

ANNEXURE F1

Sworn Declaration under Oath

SWORN DECLARATION UNDER OATH ON THE SERVICE OF NOTICES AND DOCUMENTS AS PER STIPULATIONS OF SECTION 121 OF THE URBAN AND REGIONAL PLANNING ACT, 2018, (ACT 5 OF 2018) AND REGULATION 10 OF ITS REGULATIONS.

I, Mbule Shaningwa
 ID Number 96022700248, the applicant,
 representative of the planning firm: Stewart Planning
 and consultant for the application for the

Erf 1439 Matutura Ext.7. Subdivision into 11 Portions and Remainder. Rezoning of Portions 1 to 11 from General Residential 2 (1:250) to Single Residential (1:300)

hereby declare under oath in the presence of a commissioner of oath that I have complied with the provisions of the Urban and Regional Planning Act, 2018, obtained the clearance to advertise as provided for under Section 99 or 107 of the Act, and exhausted all options for the service of notice and documents as provided under Section 121(1), (2) and (3) of the Act and Regulation 10 of its regulations.

I know, understand the contents and take full responsibility of any misrepresentation of this declaration, and conscientiously bound by the contents of this oath / solemn affirmation.

This sworn declaration is made on this 11 day of June, 2026,
 at Walvis Bay

Applicant signature:

[Handwritten signature of Mbule Shaningwa]

I certify that the applicant has acknowledged that he or she knows and understand the contents of the statement, which was sworn / solemnly affirmed, before me, and he or she placed his or her signature thereon in my presence on this date 11th day of June, 2026.

Name of the Commissioner of oaths:

Rhiverno H. Williams

Profession / qualification:

Legal Representative

Commissioner of Oaths / Police Officer / Justice of the Peace / Minister of Religion / Medical Practitioner / Bank Accountant

Place:

Official stamp:

Rhiverno Hildegard Williams
Commissioner of Oaths
Ex Officio: Legal Practitioner
Unit 3, 122 Sam Nujoma Avenue
Walvis Bay
P.O.Box 2156 Walvis Bay

NB: Commissioners of Oaths are available at any Police Station, Post Office, Bank or Attorney's Office. No certificate will be accepted without the proper certification by a recognized Commissioner of Oaths.

**ANNEXURE F1
STATEMENT BY OBJECTOR**

Statement by Mr. Cornelius Manjara

STATEMENT OF OBJECTION

My name is **Cornellus Manjara**, a resident and representative of concerned residents of Matutura. I respectfully submit this statement in support of my objection to the proposed subdivision and rezoning of Erf 1439, Matutura Extension 7.

I wish to place on record that the residents of Matutura are not opposed to development. We support development that improves the quality of life of our community and promotes sustainable growth. We also acknowledge and sincerely appreciate the positive developments that have already been established in the area, namely the **DRC Police Station, the Municipal Container Office, and Matutura Primary School**. These developments are welcomed and have brought benefits to our community.

However, it is my view that the continued approval of residential developments without the corresponding provision of essential public services and infrastructure does not adequately address the long-standing needs and concerns of Matutura residents.

Matutura continues to lack important facilities such as:

- A shopping mall or adequate retail centre;
- A filling station;
- Properly planned and serviced taxi ranks;
- Banking facilities, including ATMs;
- A public clinic or healthcare facility accessible to residents.

The absence of these services forces residents to travel long distances for basic necessities, banking services, healthcare, and public transportation needs. As the population continues to grow, the demand for such facilities becomes even more urgent.

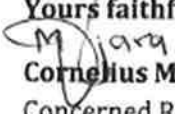
Furthermore, I wish to raise serious concerns regarding road safety along **Sir Seretse Khama Street**. This road has become a high-risk area due to reckless driving and excessive speeding. Numerous accidents have occurred on this road over the years, and the relevant records can be obtained from the **Swakopmund Traffic Department**. Despite these recurring incidents, there are insufficient traffic calming measures in place, including a lack of speed humps and inadequate speed control interventions in critical sections of the road.

The approval of further residential development will inevitably increase traffic volumes and place additional pressure on already inadequate infrastructure. Without addressing these safety concerns and without providing the essential facilities listed above, such development may negatively affect the wellbeing, safety, and quality of life of current and future residents.

I therefore respectfully request that the Swakopmund Municipality and the relevant planning authorities give due consideration to the needs of the Matutura community and ensure that future development is accompanied by adequate commercial, healthcare, transport, banking, and road safety Infrastructure.

I thank the Municipality for the opportunity to present this statement and trust that the concerns of the residents of Matutura will receive fair and serious consideration.

Yours faithfully,


Cornelius Manjara

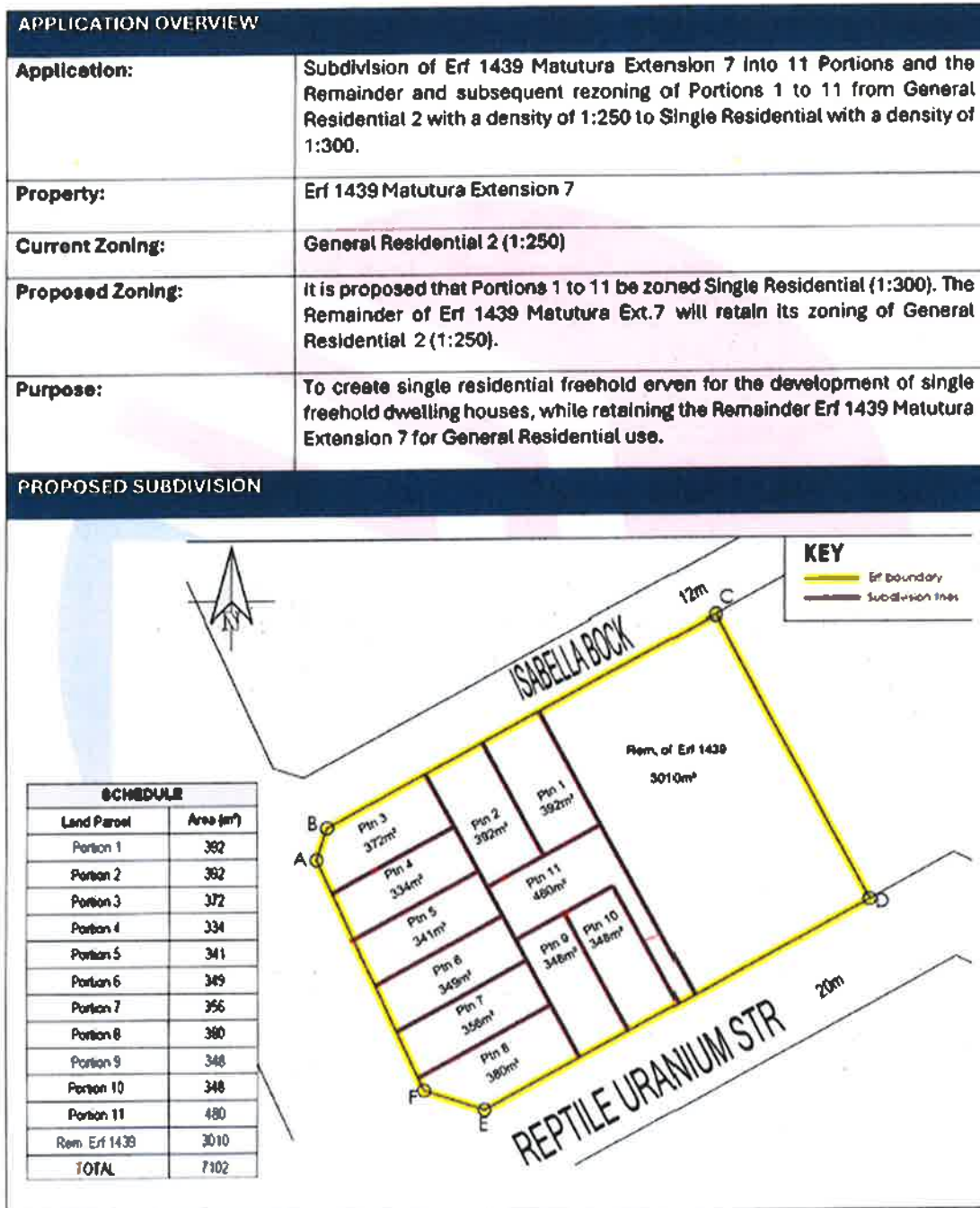
22.07.2026

Concerned Resident of Matutura

Swakopmund, Namibia

ANNEXURE F2 SUMMARY BY APPLICANT

ERF 1439 MATUTURA EXTENSION 7: APPLICATION TO SUBDIVIDE AND REZONE



PROPOSED REZONING		
Before Rezoning (General Residential 2 (1:250m²)) After Rezoning (Single Residential (1:300m²))		
POLICY/LEGISLATIVE COMPLIANCE		
Swakopmund Scheme	Zoning	There are no preliminary building plans, however all development will comply with the parameters for Single Residential and General Residential 2 zoned land as outlined in the Swakopmund Zoning Scheme. All 11 newly created erven are minimum 300m ² or larger. The proposed is in accordance with the Swakopmund Zoning Scheme
Swakopmund Structure Plan	Urban	The proposed strengthens the residential character of the low & medium density residential area identified as zone H2 as identified by the Swakopmund Urban Structure Plan. Additionally, the proposed makes provision for mixed housing typologies in line with the structure plans spatial strategy for the future Swakopmund.
ALAN Panhandle Policy		One of the proposed portions (Portion 11) will receive access via a panhandle. The panhandle is 4m wide and ±30m, thus it complies with the guidelines as outlined in the ALAN Panhandle Policy.
The Urban and Regional Planning Act		The subdivision and subsequent rezoning application is made in term of Section 105(1)(a)(e) of the Urban and Regional Planning Act and notice of the application was given as per the regulations of the Act.
DEMAND, NEED & DESIRABILITY		
There is an ever growing need in Swakopmund's housing market for smaller, more affordable freehold detached housing. Due to the size, shape and accessibility of Erf 1439 Matutura Ext.7, it can be considered suitable and idea; for the purpose of delivering smaller, more affordable freehold title detached housing. The subdivision and rezoning are supported in principle from a town planning point of view due to the following reasons: The site measures 7 102m² in extend and is currently zoned General Residential 2 (1:250).		

- Although the provision of a different housing type (single detached dwellings) than initially planned (sectional title) is proposed, the site will retain its residential use.
- The erf will not be subdivided and rezoned for single detached housing in its entirety, instead the Remainder of Erf 1439 Matutura Ext.7 (3010m²) will retain its current zoning and density for future development.
- All the newly created portions are larger than the required 300m² minimum erf size for single residential housing.
- The town planning principle of Spatial Resilience is applied by promoting flexibility in spatial plans to accommodate the current needs of communities.
- The proposed development will provide housing on existing land that is available and suitable for this purpose and will strengthen the residential character of the neighbourhood.
- There remains more than sufficient General Residential land to accommodate any need for more densified development and/or mixed housing typologies in the future.
- The proposed development is in line with the applicable town planning statutory/policy guidelines.

RESPONSE TO OBJECTIONS

Lack of commercial infrastructure & broader developmental needs

The objector raised concerns that the proposed rezoning doesn't fully address broader developmental needs of Matutura and proposes that Matutura would benefit more from commercial facilities rather than additional residential erven

- Erf 1439 is currently zoned General Residential 2 as in the original layout plan of Matutura Extension 7. This application does not seek to introduce a fundamentally different land use; it merely proposes a different residential housing typology on a portion of the erf.
- The site will continue to serve its intended residential function within the urban structure of Matutura
- The purpose of the present application is to assess the town planning merit of the proposed subdivision and rezoning of Erf 1439 Matutura Extension 7, rather than to reconsider the broader land use framework for Matutura as a whole.
- Like most urban centres in Namibia, there is an ever increasing high demand for housing in Swakopmund due to urbanisation, population growth and a lack of readily available, serviced land.
- The proposed responds directly to this demand. Single detached housing remains the preferred housing typology in Namibia.

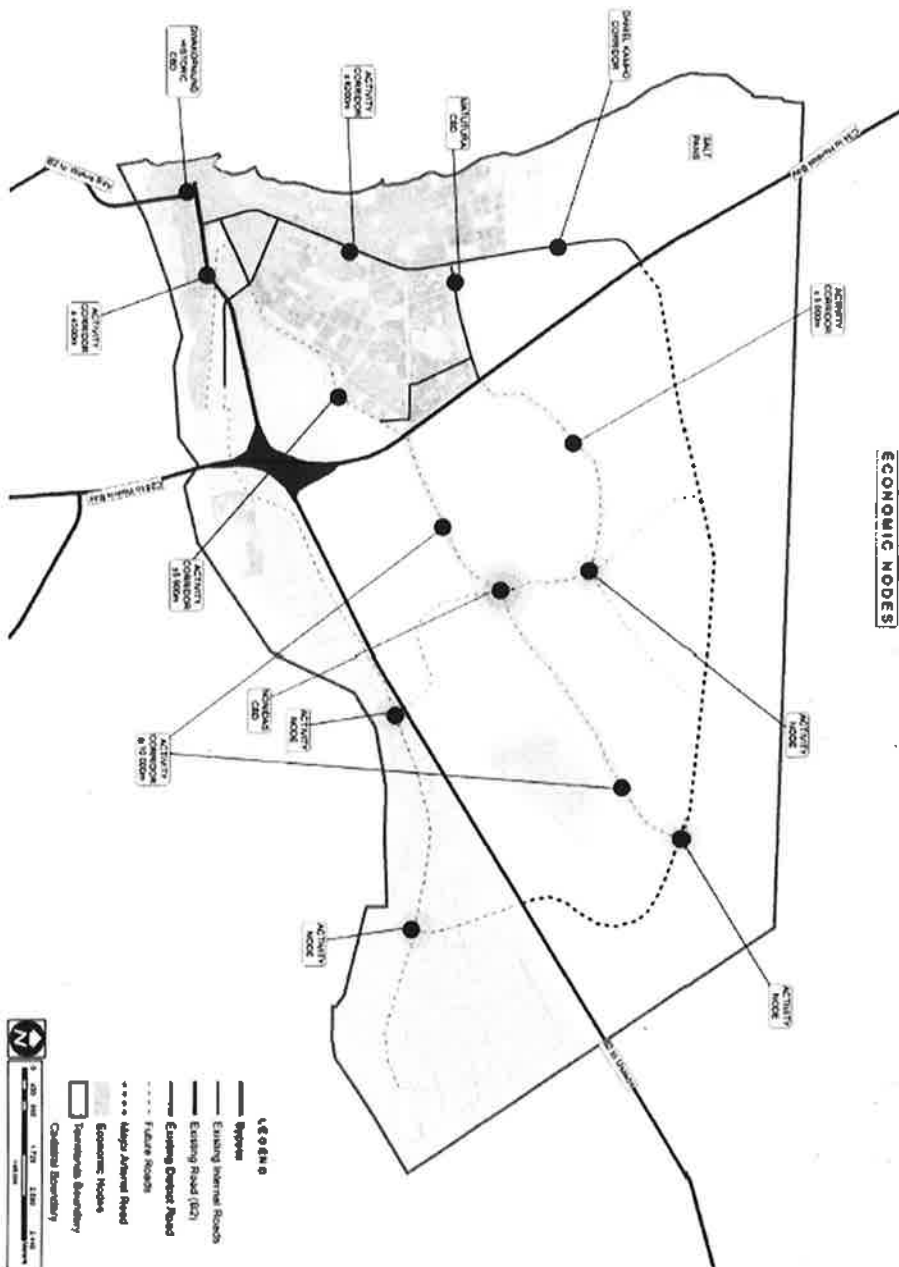
Commercial development within Matutura

Objector suggests that commercial facilities would benefit the site more in terms of improved access to services and employment opportunities

- Matutura is a relatively new area with no established commercial nodes, as the area continues to grow so will the need for commercial and mixed used development nearby.
- The provision of housing is a crucial part of every city's urban form and although commercial facilities are also required, they need to be established within appropriate spatial planning frameworks and not randomly placed into the urban fabric of neighbourhoods.
- Although the concern regarding a lack of commercial facilities in close proximity is substantiated, the Swakopmund Structure Plan 2020-

	2040 identifies suitable locations for future economic nodes and commercial activity, including the future Matutura CBD as depicted in the attached Figure (Annexure A). • Additionally, Swakopmund Municipality has made sufficient provision for business even along the northwestern end of Matutura (forming part of the future Matutura CBD) and other designated business even throughout the township as seen in the attached Figure(Annexure A). • The current absence of commercial facilities in the Matutura area is not the result of inadequate planning provisions, but rather due to the designated business properties remaining undeveloped. As development within Matutura progresses and population thresholds increase, these commercial sites are expected to develop naturally in response to market demand.
Long term urban planning strategy Objector raised concern that the proposed does not adequately consider the long term planning vision of Matutura	• The proposed subdivision and rezoning are in accordance with common town planning practice and generally complies with the requirements of the Swakopmund Zoning Scheme, the Swakopmund Urban Structure Plan and the Urban and Regional Planning Act. • The proposed specifically aligns with structure plans spatial strategy promoting mixed housing typologies.
CONCLUSION The objection primarily highlights the need for additional commercial and mixed-use development within Matutura. While this is a legitimate planning consideration for the continued growth of the township, it does not demonstrate that the proposed subdivision and rezoning is inappropriate or contrary to sound planning practice. The proposed retains the sites original residential character, is fully compatible with surrounding land uses and complies with the Swakopmund Zoning Scheme. Additionally, it supports the objectives of the Swakopmund Urban Structure Plan by promoting mixed housing typologies through the efficient use of serviced urban land and consequently increasing the supply of freehold housing options. Sufficient provision has been made within Matutura's layout design for future commercial development at strategically identified locations. Erf 1439 Matutura Extension 7 was not earmarked for business purposes, and its continued residential use is consistent with both the existing zoning and the long-term spatial vision for the area. Taking into consideration the above, the issues raised in the objection do not constitute sufficient planning grounds to warrant refusal of the proposed application. Therefore, I request that the proposed subdivision and rezoning of Erf 1439 Matutura Extension 7 meet your favourably considered.	

ANNEXURE A



The site (Lot 1439)
Maturea Est. 7

LEGEND

- Residential
- General Residential
- Business
- Industrial
- Public Land Tenure
- Office
- Government
- Local Authority
- Industrial
- General Industry
- Undeveloped
- Private Open Space
- Public Open Space

**ANNEXURE F3
HEARING RECORDS****RECORDS**

of a formal Hearing held in terms of Section 100 of the Urban and Regional Planning Act, Act No.5 of 2018 held in Management Committee Room, Main Municipal Office Building, Swakopmund on Thursday, 30 July 2026 at 17:00

MEMBER OF THE PLANNING AUTHORITY:

Councillor S M Kaulondokwa	-	Mayor
Councillor E Salomon	-	Deputy Mayor
Councillor A S Angula	-	Chairperson of Management Committee
Councillor M N Amushila	-	Alternate Chairperson of Management Committee
Councillor H U Weiman	-	Member of Management Committee
Councillor C A Hartung	-	Member of Management Committee
Councillor B H Naweses	-	Alternate Member of the Management Committee
Councillor D Aribes	-	Member of Council
Councillor M Kootjie	-	Member of Council

OFFICIALS:

Mr Alfeus Benjamin	:	Chief Executive Officer
Mr Manhe Kruger	:	General Manager: Corporate Services, Human Capital & ICT (Acting)
Mr C McClune	:	General Manager: Engineering, Urban Development and EM
Ms G Mukena	:	General Manager: Finance (Acting)
Mr M Cloete	:	Manager: Emergency & Law Enforcement
Mr A Kationdorozi	:	Manager: Health Services and SWM
Mr J T Heita	:	Manager: Town Planning

SECRETARIAT:

Ms J Angolo	:	Senior Town Planning Officer
Ms N Kuwa	:	Town Planning Officer
Ms Hilaria Kevanhu	:	Town Planning Technician
Ms Selma Mutola	:	Town Planning Technician

REPRESENTATIVES OF THE APPLICANT:

Mr Johan Otto	:	Stewart Planning Consultants
Ms Mbute Shaningwa	:	Stewart Planning Consultants

APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATION OF INTEREST

Application for leave of absence.

- Councillor S litumbu : Member of Council

- Mr C Manjara (The Objector) : Resident and representative of concerned residents of Matutura (written objection dated 22 July 2026)
-

1. OPENING AND DECLARATION OF HEARING:

The Mayor, Her worship, Cllr. Suama Kautondokwa as Presiding Officer, declared the hearing of the Swakopmund Planning Authority formally open and placed on record that it was convened pursuant to Section 100 of the Urban and Regional Planning Act, Act No. 5 of 2018, following a written objection lodged with the Town Planning Department against the Application for subdivision of Erf 1439, Matutura Extension 7, into 11 (eleven) portions and a remainder, and rezoning of Portions 1 to 11 from General Residential (density 1:250) to Single Residential (density 1:300).

2. PROCEDURAL DIRECTIONS AND RULES OF THE HEARING:

The presiding officer read out the hearing rules, set out the basis on which the hearing would run and directed how the parties were to be seated, with members of the Planning Authority, being the councillors and management, on one side, representatives of the Applicant on the other, and the objector's representatives to be seated apart. She then called upon the members of the Authorised Planning Authority, the representatives of the Applicant, and the objector or the objector's representative, in turn, to place their appearances on record by stating their full names and, where applicable, the party they represented. Those appearances are set out above.

The Presiding Officer further directed that the order of presentation would be for the Objector to present the objection first, for the Applicant to respond, for the Objector to reply briefly, and for the Applicant to have the final word in closing.

3. PRESENTATION OF THE OBJECTION

In the absence of the objector, Mr Cornelius Manjara, his written statement dated 22 July 2026 was read into the record in full by the representative of the Town Planning Department.

4. PRESENTATION BY THE APPLICANT

Ms Mbuta Shaningwa of Steward Planning presented the application on the Applicant's behalf.

5. DELIBERATIONS OF THE PLANNING AUTHORITY

Once both parties had been heard, the members of the Planning Authority deliberated on the application. Following a discussion, the Presiding Officer recorded that the majority of members present were in favour of granting the application, subject to the Authority's decision and its reasons being conveyed to both the Applicant and the Objector in writing.

6. DECISION

The Authorised Planning Authority resolved, by majority, to support the application for the subdivision of Erf 1439, Matutura Extension 7, into eleven portions and a remainder, and for the rezoning of Portions 1 to 11 from General Residential, at a density of 1:250, to Single Residential, at a density of 1:300.

The Authority further resolved that its decision, together with its reasons, including its consideration of the objector's concerns regarding commercial, healthcare, transport, banking and road safety infrastructure, and its view that such infrastructure is planned for the area and will follow as Matutura matures, be conveyed in writing to both the Applicant and the Objector in due course, in accordance with the Act.

No party was told the outcome verbally at the hearing; the Presiding Officer confirmed on record that the decision would be communicated to both parties in writing.

7. CLOSURE

The Presiding Officer recorded that the members of the Planning Authority had deliberated on the matter and reached a final decision and confirmed that all parties would be advised of that decision in writing in due course. There being no further business, the hearing was closed.

The hearing adjourned at: 17H30.

- 11.1.23 **REZONING OF ERF 9030 SWAKOPMUND, EXTENSION 35 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:300M² TO "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:100M²**
(C/M 2026/10/01 - E 9030)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.16** page **318** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for the Council to consider the application for the rezoning of Erf 9030, Swakopmund Extension 35 from "Single Residential" with a density of 1:300m² to "General Residential 2" with a density of 1:100m² in terms of Section 105 (1) (a) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).

2. Introduction and Background

A rezoning application was received by the Town Planning Department from Van Der Westhuizen Town Planning and Properties on behalf of the registered owner, Mr. Matias Kamati and Mrs. Jaqueline Kamati. The application is attached as **Annexure A**.

3. Ownership

Ownership of Erf 9030, Swakopmund Extension 35 is held in the Deed of Transfer T5487/2020 and vests in Mr. Matias Kamati and Mrs. Jaqueline Kamati. Proof of ownership has been attached together with the application.

4. Zoning, Locality and Size

Erf 9030, Swakopmund Extension 35 is zoned "single residential" with a density of 1:300m² as indicated on the figure 1 below. The erf is situated in Aries Street and measures 994m² in extent. The Erf is currently developed with a single dwelling house, one outbuilding, and an additional structure that is presently under construction.

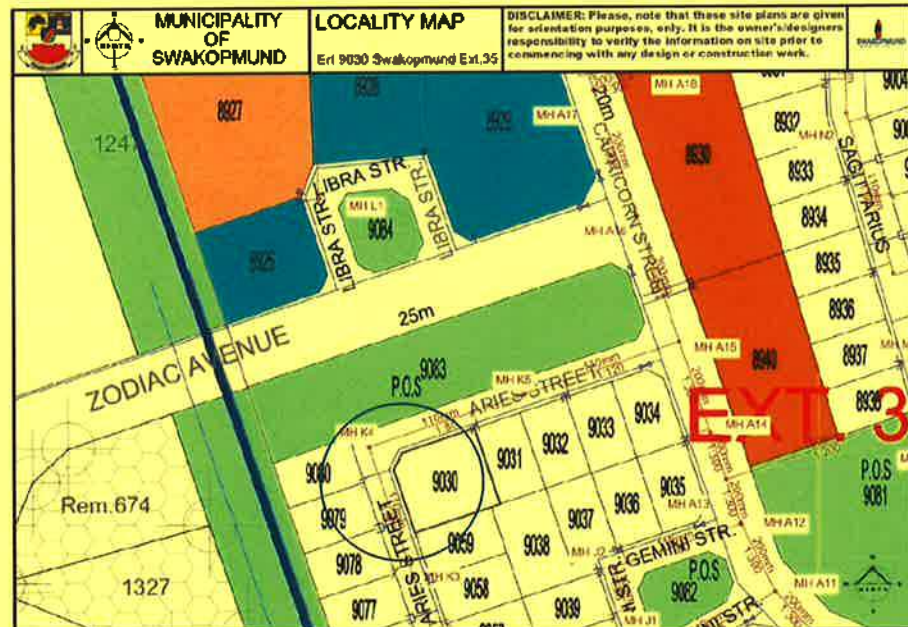


Figure 1: Locality Map of Erf 9030 Swakopmund Extension 35

5. Access, parking and municipal service

Access to Erf 9030, Swakopmund Extension 35 is obtained via Aries Street. Parking for the proposed will be provided as stipulated by the Swakopmund Zoning Scheme. The Erf is already connected to the services network. However, all additional infrastructure resulting from the proposed development shall be the responsibility of the owner of the property.

6. Advertisement

The proposed rezoning was advertised on the 19th and 26th March 2026 in the Republikein Newspaper and 20th and 27th March 2026 in the New Era Newspaper. Closing date for objections was on the 20th April 2026.

A notice was also placed on site for public comments and neighbouring property owners were notified of the intent. A notice was published in the Government Gazette No. 8755 dated, 1st April 2026.

The last date for objections was 20th April 2026, and four objections were received.

7. Proposal

The applicant proposes the development of eight medium to high density residential units on the property, Erf 9030, Swakopmund, Extension 35.

The surrounding properties are predominantly zoned *Single Residential*, with a density of one dwelling unit per 300m². However, the immediate surrounding area is further characterized by also varies land uses, such as General Residential 2 with a density of one dwelling unit per 100m², and general business properties. The applicant intends to develop the property exclusively for residential rental purposes. However, under the current zoning and density provisions of the Swakopmund Zoning Scheme, the proposed development of eight units is not permissible.

The applicant therefore proposes the rezoning of the property to General Residential 2, with a density of one dwelling unit per 100m², to facilitate the

construction of eight residential units (townhouses). The proposed rezoning will enable the owner to utilize the property more efficiently while responding to the growing demand for rental accommodation in the area.

Furthermore, the proposal promotes the efficient use of urban land, optimizes the utilization of existing municipal infrastructure and services, and supports the principles of sustainable urban development through increased residential density within the established urban area.

The applicant further proposes to provide sufficient on-site parking to accommodate the additional residential units on the property, in accordance with the applicable parking requirements of the Swakopmund Zoning Scheme.

8. Objections

The eight surround neighbours have objected against the proposed rezoning on Erf 9030, Swakopmund, Extension 35. The objections are summarized below and are attached together on the application **Annexure A**.

The main concerns raised by the objectors are as follows:

- **Traffic and road safety:** The proposed rezoning is expected to have an impact on the increase in the traffic flow on the surrounding residential streets, which are considered narrow and may pose safety risks, particularly to children and pedestrians.
- **Parking and congestion:** Concerns have been raised that the proposed development may result in insufficient parking, leading to on-street parking, congestion, and reduced accessibility and safety.
- **Noise and disturbance:** The objectors are of the opinion that an increase in the number of residents and tenants may generate higher noise levels and adversely affect the peaceful character of the neighbourhood.
- **Land use compatibility:** It is argued that the proposed rezoning is incompatible with the surrounding area, as most neighbouring properties are zoned Single Residential.
- **Impact on property values:** The objectors believe that the proposed development may have a negative impact on the value of surrounding properties.
- **Infrastructure capacity:** Concerns have been expressed regarding the existing municipal infrastructure services to accommodate the increased residential density.

9. Technical Comments

The application was circulated to the Engineering, Urban Development and Environmental Management Department for their comments, and the following comments were received:

- (i) The application is not supported since the property is in a curve which will result in traffic safety
- (ii) "The application will require multiple accesses to property to serve the intended 8 dwelling units, and
- (iii) That the department proposed that the applicant rather consider subdividing the property into two erven, while maintaining the current zoning and density.

10. Evaluation

The concerns raised by the neighbouring property owners have been carefully considered. While these concerns are understandable, they must be assessed against the planning merits of the application, the applicable planning legislation, and the existing development context.

In terms of Clause 5(c), read together with Clause 2.3(a) of the Swakopmund Zoning Scheme, the minimum prescribed erf size for residential buildings, townhouses, and institutional uses is 900m². The proposed rezoning to General Residential 2 on an erf measuring 994 m² complies with these provisions. Furthermore, the proposed density of one dwelling unit per 100m² is consistent with the densities of comparable General Residential 2 erven in the surrounding area.

The subject property is of sufficient size to accommodate the proposed rezoning and the associated residential development. Moreover, the subject erf is larger than the average *Single Residential* erf in the vicinity, making it suitable for the proposed development without resulting in overdevelopment. The proposed scale of eight dwelling units is contextually appropriate and maintains an appropriate balance between residential density and liveability.

The surrounding area is characterized by a mixed land use, including single residential, general residential, and general business properties. Consequently, the proposed development is considered compatible with the existing land use pattern and the evolving character of the neighbourhood. There are several properties within the surrounding area developed at similar medium-high density residential. The proposed density of one dwelling unit per 100m² is therefore not unprecedented and is consistent with the established pattern of General Residential 2 development in the vicinity.

The proposal is consistent with the Swakopmund Structure Plan 2020-2040, which promotes appropriate densification within transitional areas, the efficient utilization of land and infrastructure, and the diversification of housing opportunities. Erf 9030, Swakopmund, Extension 35 is situated within a mixed-use transitional area comprising single residential, general residential, and general business land uses, making it well suited for moderate residential densification.

The proposal is further aligned with the principles of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), which promotes efficient land utilization, urban densification, sustainable development, and spatial integration. The Act recognizes the need for planning systems to remain responsive to changing socio-economic conditions and urban growth patterns. In this regard, the proposed rezoning represents an appropriate response to the increasing demand for high to medium density housing in Swakopmund.

There is an increasing demand for residential accommodation within the area, particularly from young professionals seeking affordable housing options. The proposed rezoning will contribute to a broader range of housing typologies, thereby responding to market demand while reducing pressure on the Municipality to continually provide additional residential land. The proposal further supports the provision of diverse and increasingly sought-after medium to high-density housing opportunities in

line with broader planning objectives of promoting a compact and efficient urban form.

Having considered the applicable planning framework and the characteristics of the subject property, the objections received have been evaluated on their planning merits.

The objection that the proposed development is incompatible with the character of the neighbourhood is not proven, given the existing diversity of land uses and residential densities within the surrounding area. The proposal represents appropriate and incremental densification that is consistent with approved planning policies and the established development pattern.

Concerns raised regarding increased traffic volumes and road safety have been considered. Given the modest scale of the proposed development, comprising eight dwelling units, the anticipated increase in traffic is not expected to significantly affect the functioning of the surrounding road network. Any access arrangements and traffic-related requirements will be assessed during the building plan approval process to ensure compliance with the Department of Engineering, Urban Development and Environmental Management.

In terms of parking and congestion, the proposed development will be required to comply with the parking requirements prescribed by the Swakopmund Zoning Scheme. Adequate on-site parking must be provided as part of the development, thereby limiting the need for on-street parking and minimizing potential traffic congestion.

Concerns regarding the noise and disturbance are acknowledged. However, the proposed development is of residential nature and is not expected to generate noise levels beyond those normally associated with urban residential environments. The scale and intensity of the proposed development are therefore not considered likely to adversely affect the amenity of the surrounding area.

Objections relating to the capacity of existing municipal infrastructure have also been considered. While the property is currently serviced as a Single Residential erf, any additional municipal service connections or infrastructure upgrades required to accommodate the proposed development will be undertaken at the applicant's expense and must comply with the standards set out by Department of Engineering, Urban Development and Environmental Management prior to commencement of the development.

The concern that the proposed rezoning may negatively affect surrounding property values is noted. However, potential impacts on property values are not, on their own, a determinative planning consideration unless supported by objective evidence. Planning decisions are required to be based on sound planning principles, statutory compliance, and broader public interest as opposed to speculative economic claims.

It should further be noted that each rezoning application is considered on its own planning merits, and approval of this application will not establish a precedent for future applications. The size, location, and surrounding land use context of the subject erf make it particularly suitable for the proposed development. Furthermore, there is no planning basis to impose age restrictions on residential developments unless the land is specifically

zoned for such purposes. The proposal therefore complies with the permissible land use rights under the Swakopmund Zoning Scheme.

In terms of Sections 9 and 59(1) of the Regulations promulgated under the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), the Swakopmund Municipal Council is responsible for administering and enforcing its zoning scheme and may recover betterment contributions arising from increases in land value resulting from changes in land use rights. Accordingly, in terms of the Betterment Fee Policy of 2009, a betterment levy of 20% is applicable to the proposed rezoning.

Based on the above assessment, the proposed rezoning is considered compatible with the surrounding development pattern, compliant with the applicable planning legislation and policy framework, and supportive of the Swakopmund Municipality's objectives for sustainable urban development. The application is therefore regarded as desirable from a town planning perspective.

11. Technical Evaluation

The application was circulated to the Engineering, Urban Development and Environmental Management Department for technical assessment. The department did not support the application on the basis that the property is located on a curve, which may present traffic safety concerns. Furthermore, the department noted that the proposed development of eight (8) dwelling units would require multiple access points to the property and recommended that the applicant instead consider subdividing the property into two erven while maintaining the existing zoning and density.

These concerns have been carefully considered. However, it is noted that the property, based on its current erf size and the existing density provisions, is already entitled to accommodate a maximum of six (6) dwelling units without the proposed increase in density. The proposal is merely seeking approval for only two additional dwelling units beyond what is already permissible.

In terms of technical planning perspective, the increase from six to eight dwelling units is not expected to generate a substantial increase in traffic volumes. Consequently, the additional impact attributed by the two proposed units is considered relatively minor when compared to the development potential already afforded under the current zoning and density.

It is further noted that the subject property is a corner erf with access to more than one public street. This provides greater flexibility in the design and location of vehicular access points than would typically be available for an internal erf. Consequently, it is feasible to provide one or two appropriately designed access points that can be positioned to satisfy traffic safety and engineering requirements. The corner location therefore offers an opportunity to optimise access arrangements and mitigate potential traffic conflicts through detailed engineering design, subject to the approval of the Engineering, Urban Development and Environmental Management Department.

In addition, the recommendation to subdivide the property into two erven is not considered to be an appropriate technical solution to the concerns raised. However, such subdivision would not necessarily eliminate the identified traffic safety issues, as each newly created erf requires its own

vehicular access, potentially resulting in an equal or greater number of access points onto the public road. Conversely, the proposed development could be designed to make use of a single, shared access point with adequate internal circulation, thereby reducing potential traffic conflict points.

The proposed subdivision would also not confer any meaningful planning benefit, as it would not increase the permissible development potential beyond that already allowed under the current density. Instead, it would impose additional cadastral, servicing and development costs on the applicant without demonstrably addressing the underlying traffic safety concerns.

It is therefore considered that the engineering concerns relate primarily to the design and management of vehicular access rather than to the proposed increase in residential density. These matters can be addressed at the building plan stage by imposing conditions requiring the approval of access arrangements to the satisfaction of the Engineering Department prior to the commencement of development.

Consequently, from a technical and town planning perspective, there are no overriding technical reasons not to favorably consider the application, provided that safe vehicular access and any required traffic mitigation measures are incorporated into the final development design and approved by the relevant authority.

12. Compensation

The proposed rezoning of Erf 9030, Swakopmund Extension 35 from "single residential" with a density of 1:300m² to "general residential 2" with a density of 1:100m² is subject to a compensation fee of 20% with respect to betterment fee calculated in accordance with Section 9 (b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) Regulations in conjunction with the National Betterment Fee Policy of 2009.

13. Conclusion

Planning is inherently dynamic and responsive, and it is essential that land use management adapts to changing urban conditions. The proposed development represents a balanced, context-sensitive, and forward-looking intervention that will contribute positively to the area. Therefore, the proposed rezoning of Erf 9030, Swakopmund Extension 35 from "single residential" with a density of 1:300m² to "general residential 2" with a density of 1:100m² can be supported as it does not have any negative or detrimental impacts on the existing character.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That the rezoning of Erf 9030, Swakopmund, Extension 35 from "Single Residential" with a density of 1:300m² to "General Residential 2" with a density of 1:100m² be approved.**
- (b) That the applicant provides proof that the rezoning of Erf 9030, Swakopmund, Extension 35 from "Single Residential" with a density of 1:300m² to "General Residential 2" with a density of 1:100m² has been approved by the Minister and promulgated before any submission of**

building plans to the Engineering, Urban Development and Environmental Management for approval.

- (c) That the rezoning of Erf 9030 Swakopmund, Extension 35 from *"Single Residential"* with a density of 1:300m² to *"General Residential 2"* with a density of 1:100m² is subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.
 - (d) That no building plans inclusive of relaxation of building lines relaxation or aesthetics application be approved until proof of payment of the compensation fee has been received by Council.
 - (e) That all additional infrastructures that are to be required as a result of the proposed development be for the account of the applicant and in accordance with to the specifications of the General Manager: Engineering, Urban Development and Environmental Management.
 - (f) Any proposed vehicular access to the site shall be subject to the prior review and approval of the Engineering, Urban Development and Environmental Management Department before the commencement of any development.
 - (g) That parking requirements be on-site as per the Swakopmund Zoning Scheme.
 - (h) That the objectors be informed of this decision and of the right to appeal the Council decision to the Minister of Urban and Rural Development within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act.
-

ANNEXURE A - APPLICATION FORM

10

22-03-07-9030

E 9030

*affusion***TOWN PLANNING & PROPERTIES**

PO BOX 1598
 SWAKOPMUND, NAMIBIA
 +264 81 122 4601
 +264 81 122 4602
 andrea@swakopmund.na

**Chief Executive Officer
 Municipality of Swakopmund
 PO Box 53
 Swakopmund
 Namibia**



15 June 2026

Dear Sir,

APPLICATION FOR REZONING OF ERF 9030, SWAKOPMUND EXT. NO 35, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²

Application is herewith made, on behalf of the owner/s of Erf 9030, Swakopmund, Ext. No. 35, for the rezoning of Erf 9030, Swakopmund, Ext. No. 35, from Single Residential with a density of 1:300m² (Annexure C1) to General Residential with a density of 1:100m² (Annexure C2).

1. BACKGROUND

The property owners acquired the erf with the intention of developing and constructing rental units. Under the current Single Residential zoning, only 3 (three) dwelling units with their associated outbuildings are permitted. It is the intention of the owner to construct 8 units on the property. As a result, we now need to rezone the property to allow for a higher number of units and make the proposed development more viable. Erf 9030 is the largest Single Residential property in this extension and is situated in a prime location for such intentions. The current density of the surrounding erven is all 1:300m².

2. LOCALITY AND ERF SIZE

Erf 9030, Swakopmund, Ext. No. 35 currently measures approximately 994m² in extent and is located along Aries Street, Ext. No. 35, Swakopmund (Annexure A). The property is in an area that consist of a mix of uses that is fast developing towards a more established and more efficient area. The locality in terms of other higher intensity uses is perfectly located for the intentions, especially with the institutional use in close proximity that is yet to be completed.

3. OWNERSHIP

According to the Deed of Transfer Nr. 1963/2019, ownership of Erf 9030, Swakopmund, Ext. No. 35, currently vests with MATIAS KAMATI and JAQUELINE KAMATI. (Annexure B1). Power of Attorney from the owner is attached as Annexure B2. There exist no conditions within the Title Deed that prohibits the intended intention to rezone the property.

4. ACCESS TO THE PROPERTY

Access to the property is obtained from Aries Street. The precise access location and design will be determined in consultation with the Municipality following the approval of the rezoning application. The preparation of a detailed Site Development Plan (SDP) will be formalised as part of the building plan approval process. Any additional access requirements that may arise will be addressed in consultation with the relevant authority for consideration and approval.

5. TOPOGRAPHY

The property is relatively flat, with a gradient of less than 1:10, and no significant natural features present. No known underground water sources occur within the area, and the soil conditions are considered stable and suitable for development.

The property has already been earmarked for development, and the site's topography was considered during the Environmental Impact Assessment (EIA) and Township Establishment processes for Swakopmund Extension No. 35.

6. INFRASTRUCTURE

The area is already serviced with the basic services, and the property is already connected to the service infrastructure. Any additional requirements that the owner might envisage shall be communicated the relevant institutions and will be for the account of the owner.

7. PARKING

All proposed developments and land use on the property shall comply with the provisions of the Swakopmund Town Planning Scheme. Parking requirements will be determined and provided for in accordance with the standards prescribed for the applicable land use zone in the Scheme.

8. MOTIVATION FOR INTENTION

The owner of Erf 9030, Extension 35, Swakopmund, intends to develop the property for residential rental purposes. Under the current Single Residential zoning, development is limited to three (3) dwelling units, resulting in an underutilisation of well-located, serviced urban land.

The proposed rezoning to General Residential 2 with a density of 1:100m² is motivated to enable a more efficient use of the property through the development of eight (8) units on the said property. The proposed density is considered reasonable and sustainable and responds to the growing demand for higher density and rental housing.

The development will be designed to remain compatible with the surrounding area, with appropriate building scale, access, and on-site parking. The increase of two additional structures on the premises will in no way whatsoever interfere with any of the amenities of the area.

The proposal promotes efficient land use, optimises existing infrastructure, and supports sustainable urban development. The rezoning is therefore considered desirable and appropriate.

9. ADVERTISEMENTS

Advertisements for the proposed Rezoning of Erf 9030, Swakopmund, Extension No. 35, was placed in the Republikein and New Era on the 20th of March 2026 and 27th of March 2026 and on the 19th of March 2026 and 26th of March 2026 respectively (Annexure D). Closing dates for objections was on the 20th of April 2026. Neighbouring properties have also been requested for their comments. Attached please find copies of letters to neighbours via email (Annexure E). Notice was also placed on the erf for public comments (Annexure F). Copy of advertisement placed in the in the Government Gazette, with the objection period ending on the 20th of April 2026 (Annexure G). By closing of the objection period 2 (two) objections were received.

10. Objections

Closing date for comment/objection to the proposed intentions were on the 20th of April 2026. By the closing of the objection period 2 (two) comments/objections were received.

We are of the opinion that the objectors are not well informed of the current rights that the clients already have and the extent to which the land can be developed at this point of time without application. It is our opinion that the objectors are under the impression that the property is meant for only 1 (one) dwelling with a flat. It is our opinion that if they understood the reality of the 3 (three) dwellings with their 3 (three) flats bringing the total structures to 6 (six) in terms of the current rights, they would not see the increase of two units in the same light.

The objections will be discussed below.

10.1 Objection by Messrs Clinton Van Rooyen

Objection 1: "Traffic and Safety Concerns: Increased traffic in a small residential street poses safety risks, especially to children".

Our response

The reason for objection is not seen as a valid argument. There exists no such evidence

that the proposed intentions of our client will in any way negatively affect the current traffic situation in the area. These streets area rather quiet by nature and as such an increase of 2 cars per day will surely not disrupt any traffic flow or create safety issues as indicated by the objector. The objector uses safety of children as a reason to object against the intentions of our client but fails to recognise that the street is a public domain with the specific purpose of providing vehicular access. The street is no place for children to play in the first place and if the objector is so concerned for the safety of his children, then it is suggested he keeps them out of the street and on his own property.

Objection 2: "Parking and Congestion: Likely parking shortages and congestion affecting accessibility and safety".

Our response:

The reason for objection cannot be supported and holds no valid argument for the following reason. As per the Swakopmund Town Planning Scheme No. 12, all parking is to be provided on site. This means that no parking directly associated with the intentions will be allowed to spill onto the street and must be accommodated for onsite. The parking requirements are checked by the Local Authority once building plans are submitted.

Since all parking is to be located on the premises there seems to be little substance to the argument of congestion.

Objection 3: "Noise and Disturbance: Increased noise disrupting the quiet residential environment".

Our Response

It is not clear what noise the objector is referring to. The current use, being residential, and the proposed use of Erf 3090, also being residential in nature, both require the same environments to effectively enjoy one's place of residents an irrespective of the fact that one property is Single Residential and the other General residential. As it appears from the objection, the greater concern should be the children in the street creating a noise for the occupants of Erf 9030. The objector has already indicated the issue of the safety of the children in the streets. Unsupervised children in a street can cause more noise than a vehicle passing by. The reason for objection is not seen as a valid argument not to allow the rezoning to proceed.

Objection 4: "Incompatibility with Surrounding Area: Not aligned with current single residential character".

Our Response

The objector refers to the proposed use as incompatible with the surrounding area but fails to precisely point out how and why it is incompatible. The objector is merely making a statement. Incompatibility will be when the client wants to rezone the property to General Business of Light Industrial, two zonings that will be in conflict with the surrounding area.

General Residential, in terms of the Swakopmund Town Planning Scheme, has residential as a primary use which clearly illustrates the compatibility of the use being applied for. Some properties meet the requirements in terms of the Scheme to apply for land use changes to accommodate higher intensity uses. It is every property owners right to apply to the Municipality to have its land use rights changed if the regulatory framework governing land use allows for it.

The objection is not seen as valid and can therefore not be supported.

Objection 5: "Impact on Property Values: Potential negative effect on property values".

Our Response

To date such claims have never been proven by any objector in Swakopmund but yet it almost always forms part of many objections. We argue that in fact such actions have the opposite effect and increase the value of the properties in the surrounding area as the possibility for land use change increases (provided that the regulatory framework governing land use allows for it).

The reason for objections is noted but not supported.

Objection 6: "Infrastructure Capacity Concerns: Existing services may not support increased density".

Our Response

Currently Erf 9030 measures 994m² and the property is zoned as single residential with a density of 1: 300m². Under the current land use rights, the client may construct 3 dwellings with their associated Supplementary dwellings which brings the total structures to 6 so called structures or "dwellings".

The client's intentions will only allow for **two more structures** to be built upon the land. We argue that the increase of two units on a property will in no way whatsoever interfere with the existing services nor their capacities for this specific area.

The objection is not supported.

10.2. Objection By Messrs LR Oswald

Objection 1: "Noise Pollution / Disturbance".

Our response

As mentioned earlier in this document, the nature of activity that is to be practised on the property requires the exact same conditions as that of Single Residential. Residential

remains residential irrespective of it being Single Residential or General Residential. Fact remains; there exist no evidence to indicate that the increase of two units on the said property will cause a disturbance or noise pollution above the normal acceptable level.

Objection 2: "Impact on surrounding property values".

Our response

As indicated in the previous objector's comments, this point is yet to be proven. There exist no such evidence and over the years of performing such application no objector could ever supply proof of such claim. The evidence simply does not exist. Reason for objection is therefore not supported.

Objection 3: "Traffic and Safety concerns".

Our response

What traffic and safety concerns are the objector referring to. We refer to our initial statement concerning having the correct knowledge and facts concerning the existing and proposed right of the application. We do not see how two additional structures on a property being used for residential purposes could be a traffic and/or safety concern.

In our professional opinion, the intentions will in no way negatively impact on the amenity of the neighbourhood. The objectors in our opinion are not well informed in terms of the client's current rights and is not able to make the distinction between what is there already and what is being applied for.

11. CONCLUSION

It is our professional opinion that the intention of the client is well fitting and can be accommodated in the area and manner as being applied for. It is clear from the existing rights and what is being applied for there is only an increase of 2 (two) structures on the said premises that is to be used for residential purposes. The intentions of the client will have no negative impact exerted onto the surrounding area as the nature of use, as is currently practiced and being residential in nature, will remain the same once the rezoning is concluded. The proposed development is considered reasonable and sustainable and responds to the growing demand for medium-high density and rental housing. Recent market trends indicate that Swakopmund is experiencing a shortage of long-term rental units, with demand being driven by urban growth, tourism-related pressures, and a shift toward short-term accommodation, resulting in reduced availability and rising rental prices thus putting additional strain on the local economy.

There exists no reason why the intentions of the client cannot be considered and found favourable for approval by Council.

12. APPLICATION

On behalf of our client/s, we herewith formally apply for:

- **REZONING OF ERF 9030, SWAKOPMUND EXT. NO 35 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²**

It is trusted that Council will find the above application for the rezoning of Erf 9030, Swakopmund, Ext. No. 35, from Single Residential with a density of 1:300m² to General Residential 2 with a density of 1:100m² in order.

Yours Faithfully,

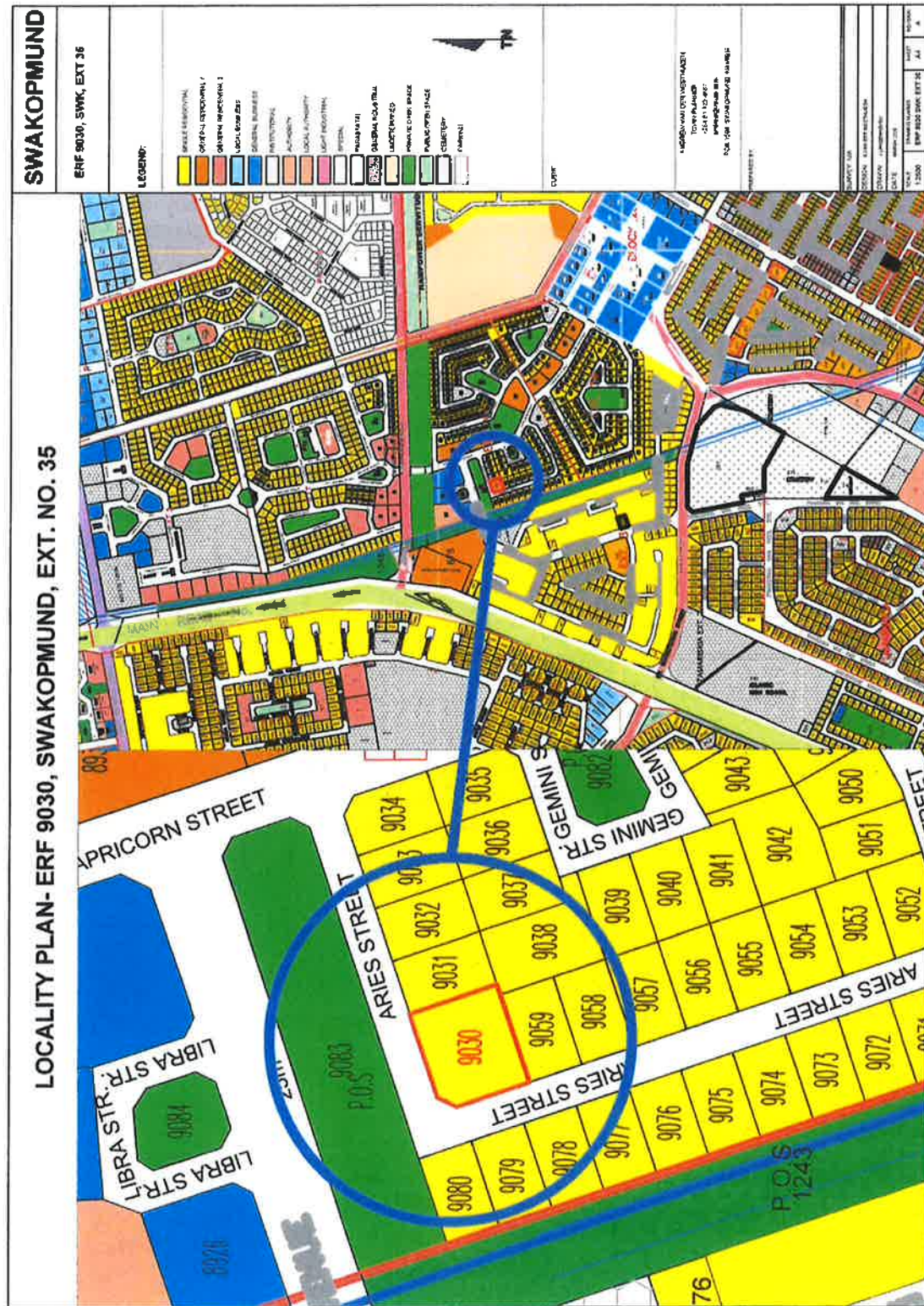


A R VAN DER WESTHUIZEN

LIST OF ANNEXURES

Annexure A:	Locality Plan
Annexure B1:	Title Deed
Annexure B2:	Power of Attorney
Annexure C1:	Current Zoning
Annexure C2:	Proposed Zoning
Annexure D:	Newspaper Notices
Annexure E:	Copies of Neighbours letters
Annexure F:	Site Notice
Annexure G:	Government Gazette Notice
Annexure H:	Objections

Annexure A



Annexure B1



Prepared by me

CONVEYANCER
KOTZE W C**DEED OF TRANSFER**

Be it hereby made known:

5487 / 2020

THAT WILLEM CAREL KOTZE

appeared before me, Registrar of Deeds at WINDHOEK he/she, the said Appearer, being duly authorised thereto by a Power of Attorney granted to him/her by

GODWILL MURANGI

(Identity Number: 760318 0005 4)

UNMARRIED



dated the 17th day of AUGUST 2020, and signed at GOBABIS

120
121

- 2 -

And the said Appearer declared that his/her Principal had truly and legally sold on the 16th day of JULY 2020

and that he/she in his/her capacity aforesaid did, by these presents, cede and transfer, in full and free property, to and on behalf of

MATIAS KAMATI

(Identity Number: 780121 0001 0)

AND

JACQUELINE KAMATI

(Identity Number: 820903 1010 3)

MARRIED IN COMMUNITY OF PROPERTY TO EACH OTHER

Their Heirs, Executors, Administrators or Assigns.

CERTAIN: ERF NO. 9030 SWAKOPMUND (EXTENSION NO. 36)

SITUATE: IN THE MUNICIPALITY OF SWAKOPMUND
REGISTRATION DIVISION "G"
ERONGO REGION

MEASURING: 994 (NINE HUNDRED AND NINETY FOUR) SQUARE METRES

FIRST TRANSFERRED and still held by Deed of Transfer No. T1963/2019 with General Plan S.G. No. A1306/2015 relating thereto

SUBJECT to the following conditions imposed in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954), namely:

IN FAVOUR OF THE LOCAL AUTHORITY:

1. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended.
2. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.

Handwritten signature/initials

- 3 -

WHEREFORE the Appearer, renouncing all the right and title which the TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same, and that, by virtue of these presents, the said TRANSFEREE, Their Heirs, Executors, Administrators or Assigns,, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights, and finally acknowledging the purchase price to be the sum of N\$630 000.00.

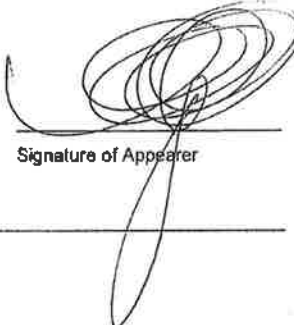
Signed at WINDHOEK on

2023-08-09

together with the appearer, and confirmed with my seal of office.

In my presence,



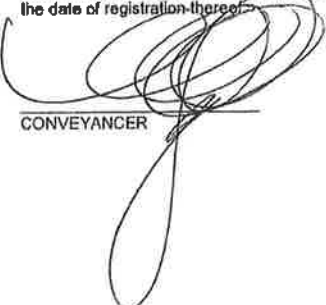

Signature of Appearer

1. Transfer Duty Receipt No.
OR Exemption Certificate: 0200047579
Issued at WINDHOEK
On 25 AUGUST 2020
for N\$300.00

Checked:

1. 
2. 

2. I, the undersigned, WILLEM CAREL KOTZE hereby certify in terms of Section 78(a) of Act 23/1992 ("the Act") that all rates leviable in respect of the immovable property contained in this Deed, and all the fees, charges and other moneys due to the local authority council in respect of any service, amenity or facility supplied to such property in terms of the Act, inclusive of any availability charge and minimum charge provided for in section 30(1)(u) of the Act, have been paid up to and including the date of registration thereof.


CONVEYANCER

AN
W

LOD

Annexure B2

SPECIAL POWER OF ATTORNEY



I/We the undersigned

MATIAS KAMATI (ID: 780121 0001 0)

AND

JAQUELINE KAMATI (ID: 820903 1010 3)

MARRIED IN COMMUNITY OF PROPERTY

In my/our capacity as

THE REGISTERED OWNERS OF ERF 9030, SWAKOPMUND, EXTENSION NO. 35

do hereby nominate, constitute and appoint

VAN DER WESTHUIZEN PLANNING & PROPERTIES CC, P O BOX 1588, SWAKOPMUND

With power of Substitution, to be my lawful Attorney and Agent in my/our name, place and stead, negotiate and to make all necessary applications to Municipality, Town Council, Ministry of Urban and Rural Development or any other authority, for the:

- ✓ **REZONING OF ERF 9030, SWAKOPMUND, EXTENSION NO. 35 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:300M² TO "GENERAL RESIDENTIAL" WITH A DENSITY OF 1:100M².**

At the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as I/We might or could do if personally present and acting herein - herby ratifying, allowing and confirm all and whatsoever my/our said Attorney and Agent shall lawfully do, or cause to be done, by virtue of these present

SIGNED at SWAKOPMUND this 13 day of 1947 20 26

In the presence of the undersigned witnesses

WITNESSES:

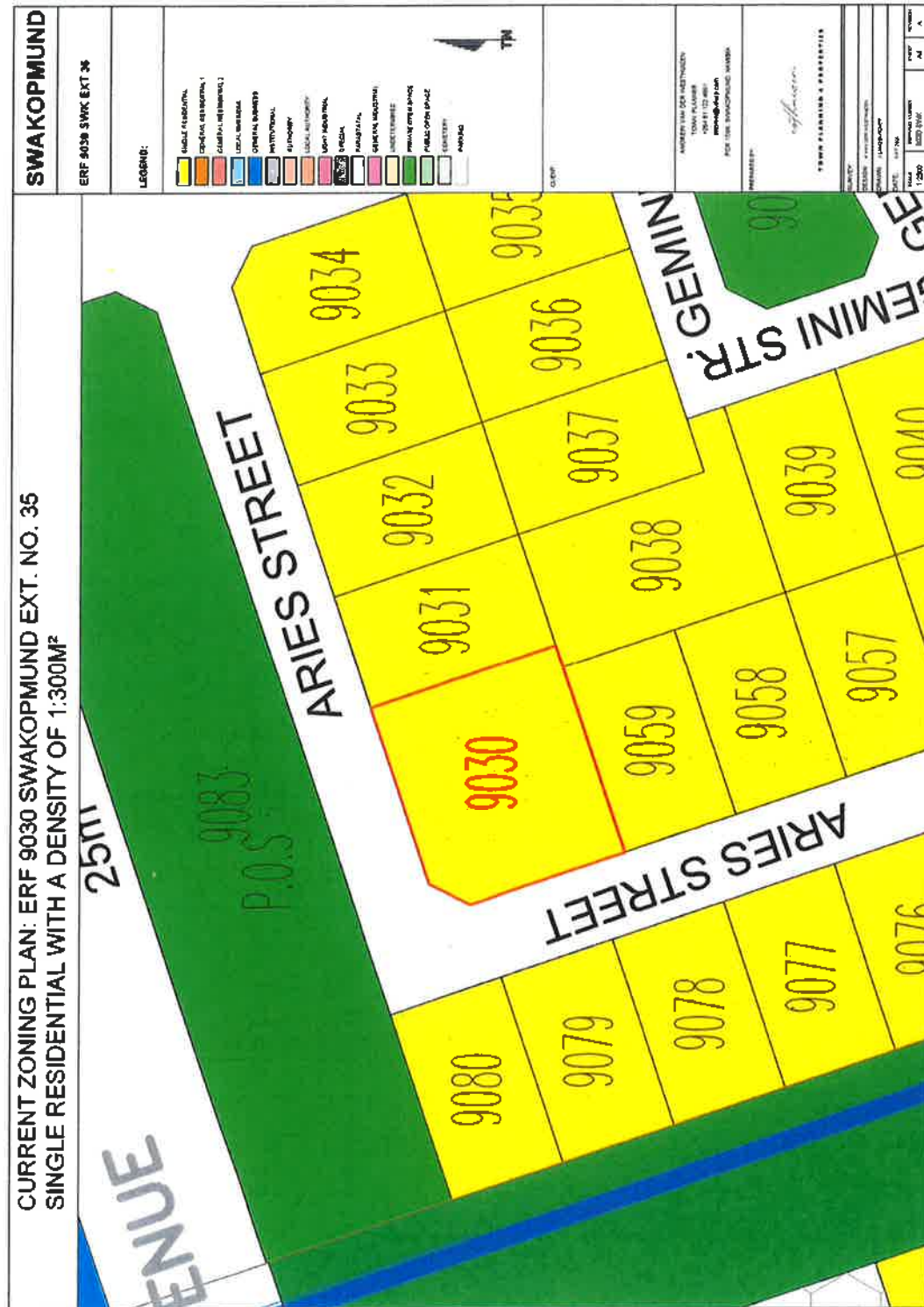
1.

MATIAS KAMATI

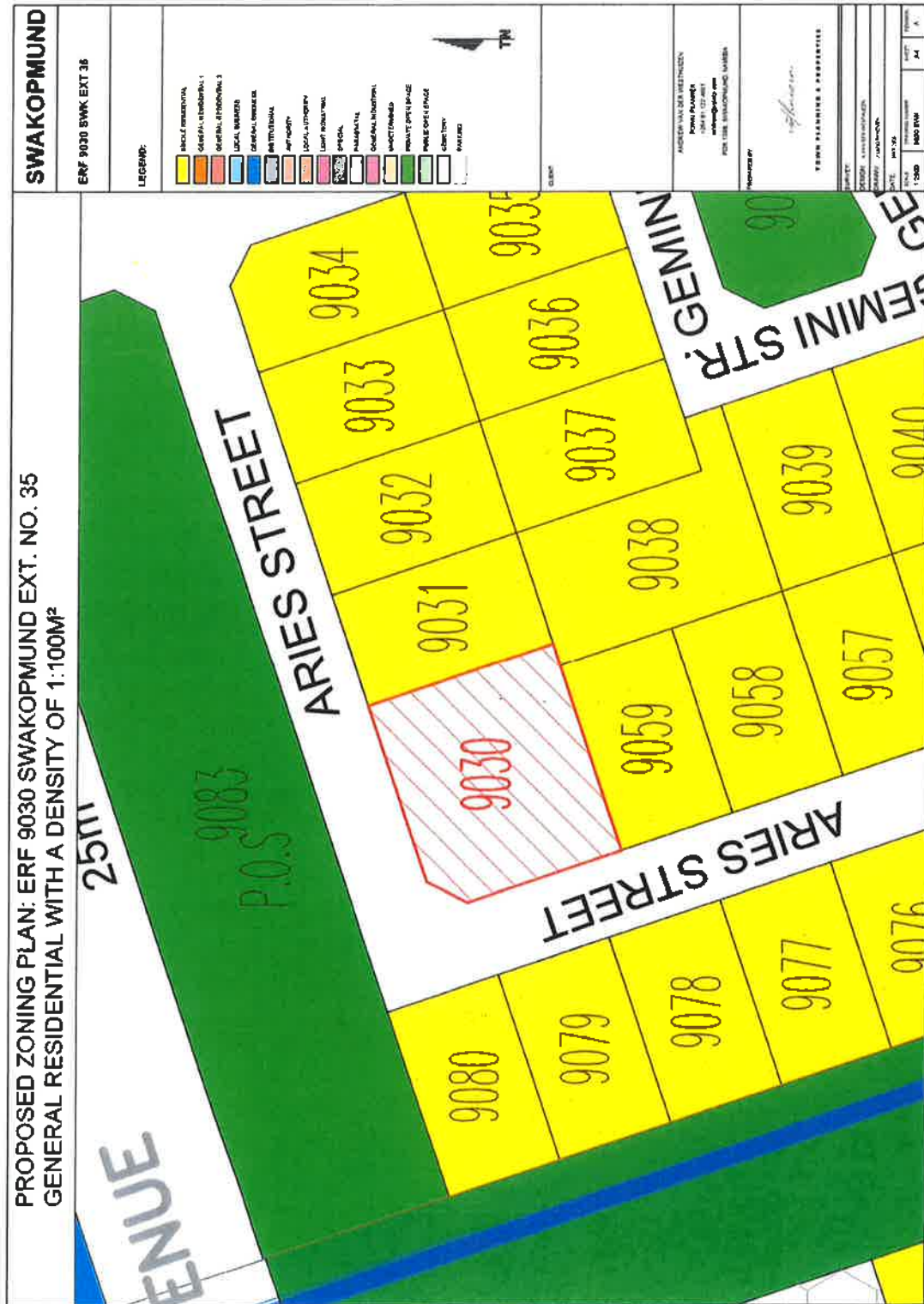
2.

JAQUELINE KAMATI

Annexure C1



Annexure C2



Annexure D

FRIDAY 10 MARCH 2026

Public Notices
Legal Notices

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 18 OF 2018)

REZONING OF ENF 00052/2016 SWAPOHOCK EXT. NO 35 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of the applicant, intends to apply to the Swakopmund Municipal Council for the Rezoning of Enf 00052/2016 Swapohock Ext. No 35 from single residential with a density of 1:300m² to general residential with a density of 1:100m².

It is the intention of the owner to rezone the property from single residential with a density of 1:300m² to general residential with a density of 1:100m². The rezoning is required for the property to be used in accordance with the Urban and Regional Planning Act of 2018.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comments must be received by the Council no later than 17:00 on 20 April 2026.

APPLICANT: Van Der Westhuizen Town Planning & Properties CC
CONTACT PERSON: A. van der Westhuizen
Cell: 0812024661
Email: andrew@vdp.co.na
P.O. Box 1598
Swakopmund
Namibia

NOTICE TO CREDITORS IN RE-ORGANISATION OF THE ESTATE OF THE LATE MR. J. H. VAN DER WESTHUZEN

Notice is hereby given that the estate of the late Mr. J. H. Van der Westhuizen is being re-organised in terms of the Insolvency Act of 1966.

DECEASED: J. H. VAN DER WESTHUZEN
DATE OF DEATH: 16 SEPTEMBER 2025

Name and (only one) address of executor or administrator of the estate:
J. H. VAN DER WESTHUZEN
11 SCHURTER STREET
SWAKOPMUND

Period allowed for lodgment of claims: other than 30 days - 30 days
Advertised, and address of the executor or administrator:
J. H. VAN DER WESTHUZEN
11 SCHURTER STREET
SWAKOPMUND

Date: 10 MARCH 2026
TELEPHONE NUMBER: 061-233-441
Notice for Publication in The Government Gazette on 20 MARCH 2026

Market Watch
OM TE
ADVERTER
SKAKEL

061-233-441
11 SCHURTER STREET
SWAKOPMUND

Public Notices
Legal Notices

IN THE HIGH COURT OF NAMIBIA
(Main Division Windhoek)
CASE NO. 13 OF 2025
ACT NO. 2023/02520

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Market Watch
OM TE
ADVERTER
SKAKEL

061-233-441
11 SCHURTER STREET
SWAKOPMUND

Public Notices
Legal Notices

SUBDIVISION, CLOSURE, REZONING AND CONSOLIDATION NOTICE

Please note that the applicant, Mr. J. H. Van der Westhuizen, intends to apply to the Swakopmund Municipal Council for the Subdivision, Closure, Rezoning and Consolidation of Enf 00052/2016 Swapohock Ext. No 35.

It is the intention of the owner to subdivide the property into two lots, each with a density of 1:100m². The rezoning is required for the property to be used in accordance with the Urban and Regional Planning Act of 2018.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comments must be received by the Council no later than 17:00 on 20 April 2026.

APPLICANT: Van Der Westhuizen Town Planning & Properties CC
CONTACT PERSON: A. van der Westhuizen
Cell: 0812024661
Email: andrew@vdp.co.na
P.O. Box 1598
Swakopmund
Namibia

NOTICE TO CREDITORS IN RE-ORGANISATION OF THE ESTATE OF THE LATE MR. J. H. VAN DER WESTHUZEN

Notice is hereby given that the estate of the late Mr. J. H. Van der Westhuizen is being re-organised in terms of the Insolvency Act of 1966.

DECEASED: J. H. VAN DER WESTHUZEN
DATE OF DEATH: 16 SEPTEMBER 2025

Name and (only one) address of executor or administrator of the estate:
J. H. VAN DER WESTHUZEN
11 SCHURTER STREET
SWAKOPMUND

Period allowed for lodgment of claims: other than 30 days - 30 days
Advertised, and address of the executor or administrator:
J. H. VAN DER WESTHUZEN
11 SCHURTER STREET
SWAKOPMUND

Date: 10 MARCH 2026
TELEPHONE NUMBER: 061-233-441
Notice for Publication in The Government Gazette on 20 MARCH 2026

Market Watch
OM TE
ADVERTER
SKAKEL

061-233-441
11 SCHURTER STREET
SWAKOPMUND

Public Notices
Legal Notices

NOTICE TO CREDITORS AND PARTIES

Please note that the estate of the late Mr. J. H. Van der Westhuizen is being re-organised in terms of the Insolvency Act of 1966.

It is the intention of the owner to rezone the property from single residential with a density of 1:300m² to general residential with a density of 1:100m². The rezoning is required for the property to be used in accordance with the Urban and Regional Planning Act of 2018.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comments must be received by the Council no later than 17:00 on 20 April 2026.

APPLICANT: Van Der Westhuizen Town Planning & Properties CC
CONTACT PERSON: A. van der Westhuizen
Cell: 0812024661
Email: andrew@vdp.co.na
P.O. Box 1598
Swakopmund
Namibia

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Public Notices
Legal Notices

NOTICE OF APPLICATION TO A COMMITTEE IN TERMS OF THE LIQUOR ACT, 1998

Please note that the applicant, Mr. J. H. Van der Westhuizen, intends to apply to the Swakopmund Municipal Council for the Rezoning of Enf 00052/2016 Swapohock Ext. No 35.

It is the intention of the owner to subdivide the property into two lots, each with a density of 1:100m². The rezoning is required for the property to be used in accordance with the Urban and Regional Planning Act of 2018.

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APPLICANT: Van Der Westhuizen Town Planning & Properties CC
CONTACT PERSON: A. van der Westhuizen
Cell: 0812024661
Email: andrew@vdp.co.na
P.O. Box 1598
Swakopmund
Namibia

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CONTACT PERSON: A. van der Westhuizen
Cell: 0812024661
Email: andrew@vdp.co.na
P.O. Box 1598
Swakopmund
Namibia

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APPLICANT: Van Der Westhuizen Town Planning & Properties CC
CONTACT PERSON: A. van der Westhuizen
Cell: 0812024661
Email: andrew@vdp.co.na
P.O. Box 1598
Swakopmund
Namibia

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11 SCHURTER STREET
SWAKOPMUND

Date: 10 MARCH 2026
TELEPHONE NUMBER: 061-233-441
Notice for Publication in The Government Gazette on 20 MARCH 2026

Market Watch
OM TE
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SKAKEL

061-233-441
11 SCHURTER STREET
SWAKOPMUND

Windhoek
081 379 6366
Swakopmund:
081 466 3260

Windhoek
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Swakopmund:
081 466 3260

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Annexure E

LIST OF REGISTERED ITEMS POSTED



by Dr. N. Venkatesh, Kuvempu University, Hampi nampost

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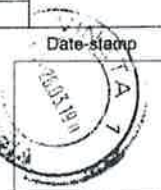
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P1/185



TOWN PLANNING & PROPERTIES

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TEL: +264 91 123 1100
FAX: +264 91 123 1101
E-MAIL: info@van-der-westhuizen.com

ERF 9031, SWAKOPMUND, EXT. NO 35
HK AMBUNDA
P O BOX 3412
WALVIS BAY
13013

19 March 2026

Dear Sir / Madam,

**REZONING OF ERF 9030, SWAKOPMUND EXT. NO 35 FROM SINGLE RESIDENTIAL WITH
A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²**

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 9030, Swakopmund Ext. No 35 from Single Residential with a density of 1:300m² to General Residential with a density of 1:100m².

Erf 9030, Swakopmund Ext. No 35, currently measures 994m² in extent and is located along Aries Street in Ext. No 35 of Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:300m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

In terms of the Urban and Regional Planning Act of 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

Please further take note that -

(a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than 17:00 on 20 April 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1558
SWAKOPMUND, NAMIBIA
TEL: 06 123 4567
FAX: 06 123 4567
WWW.VAN-DE-WESTHUIZEN.CO.NA

ERF 9038, SWAKOPMUND, EXT. NO 35
SH SHIDOLO
P O BOX 70685
WINDHOEK, KHOMASDAL
10011

19 March 2026

Dear Sir / Madam,

**REZONING OF ERF 9030, SWAKOPMUND EXT. NO 35 FROM SINGLE RESIDENTIAL WITH
A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²**

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Erf 9030, Swakopmund Ext. No 35, currently measures 994m² in extent and is located along Aries Street in Ext. No 35 of Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:300m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

In terms of the Urban and Regional Planning Act of 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

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Yours Faithfully,



A R VAN DER WESTHUIZEN

Van Der Westhuizen

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 91 122 1991
+264 91 122 1992
www.van-der-westhuizen.com

**ERF 9059, SWAKOPMUND, EXT. NO 35
P KAPOLO
P O BOX 8929
SWAKOPMUND
13001**

19 March 2026

Dear Sir / Madam,

REZONING OF ERF 9030, SWAKOPMUND EXT. NO 35 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 9030, Swakopmund Ext. No 35 from Single Residential with a density of 1:300m² to General Residential with a density of 1:100m².

Erf 9030, Swakopmund Ext. No 35, currently measures 994m² in extent and is located along Aries Street in Ext. No 35 of Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:300m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

In terms of the Urban and Regional Planning Act of 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

Please further take note that -

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Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than 17:00 on 20 April 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN



TOWN PLANNING & PROPERTIES

PO BOX 1098
SWAKOPMUND, NAMIBIA
TEL: 090 521 1000
FAX: 090 521 1001
www.van-der-westhuizen.com

**ERF 9079, SWAKOPMUND, EXT. NO 35
K HOWOSES
P O BOX 4290
SWAKOPMUND, VINETA
13003**

19 March 2026

Dear Sir / Madam,

REZONING OF ERF 9030, SWAKOPMUND EXT. NO 35 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 9030, Swakopmund Ext. No 35 from Single Residential with a density of 1:300m² to General Residential with a density of 1:100m².

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Yours Faithfully,



A R VAN DER WESTHUIZEN



TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
- 0605 81 122-123
- 0605 81 122-124
- 0605 81 122-125

ERF 9080, SWAKOPMUND, EXT. NO 35
CR & RR VAN ROOYEN
P O BOX 3030
SWAKOPMUND, VINETA
13003

19 March 2026

Dear Sir / Madam,

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Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than 17:00 on 20 April 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN



Andrew van der Westhuizen <andrew@vdwtp.com>

Notice of Intentions: Rezoning of Erf 9030 Swakopmund Ext No. 35

1 message

Andrew van der Westhuizen <andrew@vdwtp.com>
To: lorenzoooswald@gmail.com

Mon, Mar 23, 2026 at 10:09 AM

Good day,

Attached please find a notice for your attention. If you require any other information, please feel free to contact us directly.

Kind Regards,

Andrew van der Westhuizen

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 122-0961
+264 81 122-0961
andrew@vdwtp.com

Notice of Intention Erf 9078 LR OSWALD.pdf
755K



TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 522 4447
+264 81 522 4447
www.van-der-westhuizen.com**ERF 9078, SWAKOPMUND, EXT. NO 35
LR OSWALD**

Per Email: lorenzooswald@gmail.com

19 March 2026

Dear Sir / Madam,

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A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²**

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Yours Faithfully,

**A R VAN DER WESTHUIZEN**

Annexure F



NOTICE OF INTENTION:

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2016 (ACT 5 OF 2016): REZONING OF ERF 9030, SWAKOPMUND EXT. NO 35 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M²

Please take note that Van Der Westhuizen Town Planning & Properties CC, on behalf of our clients, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 9030, Swakopmund Ext. No 35 from Single Residential with a density of 1:300m² to General Residential with a density of 1:100m².

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In terms of the Urban and Regional Planning Act of 2016 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

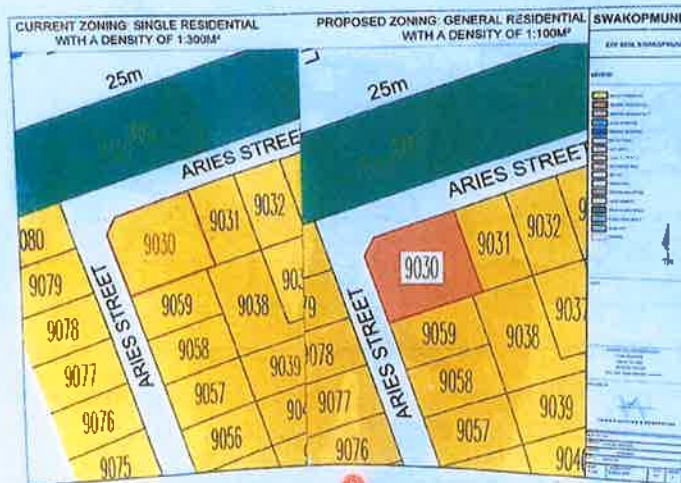
Please further take note that:

(a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rotokoka Street & Daniel Kamoh Avenue

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2016. Such written objection or comment must therefore be submitted by no later than 17:00 on 20 April 2026.

Applicant:	Van Der Westhuizen Town Planning & Properties cc
Contact Persons:	A van der Westhuizen
Cell:	0811224561
Email:	androw@vdtwp.com
P.O. Box:	1596, Swakopmund, Namibia



Annexure G



GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

N\$15.20

WINDHOEK - 1 April 2026

No. 8881

CONTENTS

Page

GOVERNMENT NOTICES

No. 118 Declaration of operations of Barloworld Namibia (Pty) Ltd as continuous operations: Labour Act, 2007	2
No. 119 Declaration of operations of China Gezhouba Group Company Ltd as continuous operations: Labour Act, 2007	2
No. 120 Identifying and vesting of assets to Civil Aviation Authority: Civil Aviation Act, 2016	3
No. 121 Notification of approval of Henries Bay Structure Plan: Urban and Regional Planning Act, 2018	3
No. 122 Notification of approval of Urban Structure Plan of local authority area of Okahao: Urban and Regional Planning Act, 2018	3
No. 123 Notification of repeal of Government Notice No. 54 of 28 February 2020: Restrictions on importation of poultry products into Namibia: Import and Export Control Act, 1994	4
No. 124 Prescription of degree or equivalent qualification in law from country whose legal system is based on Common Law: Legal Practitioners Act, 1995 (Act No. 15 of 1995)	4
No. 125 Reservation of land from prospecting operations and mining operations: Minerals (Prospecting and Mining) Act, 1992	4
No. 126 Reservation of land from prospecting operations and mining operations: Minerals (Prospecting and Mining) Act, 1992	6
No. 127 Change of surname: Aliens Act, 1937	7

GENERAL NOTICES

No. 215 Public enquiry notice on the setting, establishing and issue of Namibian Standards including their full particulars and the description of each of the Namibian Standards	9
No. 216 Public enquiry notice on the setting, establishing and issue of Namibian Standards including their full particulars and the description of each of the Namibian Standards	9
No. 217 Public enquiry notice on the setting, establishing and issue of Namibian Standards including their full particulars and the description of each of the Namibian Standards	10

2	Government Gazette 1 April 2026	8881
No. 218	Permanent closure of Portion X of the Remainder of Portion 1 of Helao Nafidi Townlands No. 997	11
No. 219	Rezoning of Erf 627, Klein Windhoek, Windhoek	11
No. 220	Rezoning of Erf 754, Oshakati Extension 2	12
No. 221	Rezoning of Erf 967, Poinerspark, Windhoek	13
No. 222	Rezoning of Erf 1301, Outapi Extension 4	13
No. 223	Rezoning of Erf 1386, Oshakati North Extension 6	14
No. 224	Rezoning of Erf 2380, Otjomuise Extension 5	15
No. 225	Rezoning of Erf 3038, Windhoek	15
No. 226	Rezoning of Erf 6030 (a portion of Erf 4828), Khomasdal	16
No. 227	Rezoning of Erf 6822, Windhoek Extension 15	16
No. 228	Rezoning of Erf 9030, Swakopmund Extension 35	17
No. 229	Rezoning of Erf 10029, Swakopmund Extension 9	18
No. 230	Bank of Namibia: Statement of assets and liabilities as at 28 February 2026	19

Government Notices

MINISTRY OF JUSTICE AND LABOUR RELATIONS

No. 118

2026

DECLARATION OF OPERATIONS OF BARLOWORLD NAMIBIA (PTY) LTD AS CONTINUOUS OPERATIONS: LABOUR ACT, 2007

Under section 15(1) of the Labour Act, 2007 (Act No. 11 of 2007), I declare the operations of the Senior Parts Warehouse and Assistant Parts Warehouse of Barloworld Namibia (Pty) Ltd at Husab and B2Gold to be continuous operations and permit the working of continuous shifts in respect of those operations with effect from 4 September 2025 until 3 September 2028.

FILLEMON W. IMMANUEL
MINISTER OF JUSTICE AND LABOUR RELATIONS

Windhoek, 5 March 2026

MINISTRY OF JUSTICE AND LABOUR RELATIONS

No. 119

2026

DECLARATION OF OPERATIONS OF CHINA GEZHOUBA GROUP COMPANY LTD AS CONTINUOUS OPERATIONS: LABOUR ACT, 2007

Under section 15(1) of the Labour Act, 2007 (Act No. 11 of 2007), I declare the operations of China Gezhooba Group Company Ltd at the Project Ogongo-Oshakati Pipe Line to be continuous operations and permit the working of continuous shifts in respect of those operations with effect from 3 October 2025 until 2 October 2026.

Access to the erf will remain from Omaruru Street. To support the entire development, the client intends to provide a total of 8 parkings on-site in line with the parking requirements of the Windhoek Town Planning Scheme.

The registered owner intends to utilise Erf 6822 for office purposes. Although residential occupation consent was previously obtained, the predominant use of the property has transitioned to office activities, rendering continued reliance on such consent unviable. It is therefore proposed to rezone the erf to an "office" zoning in order to regularise the existing land use and ensure compliance with the provisions of the Windhoek Town Planning Scheme.

The plan of the erf lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Main Municipal Offices, Rev. Michael Scott Street, Windhoek.

Any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Chief Executive Officer of the Windhoek Municipal Council and with the applicant in writing within 14 days of the last publication of this notice. The last day for objections will be Friday, 24 April 2026.

Applicant:
Urban Dynamics Africa
P.O. Box 20837, Windhoek
Tel: 061 240300
Fax: 061 240309

Chief Executive Officer
City of Windhoek
P.O. Box 59, Windhoek
Tel: 264 61 290 2378

No. 228

2026

REZONING OF ERF 9030, SWAKOPMUND EXTENSION 35

Notice is hereby given in terms of the Urban and Regional Planning Act, 2018 that Van Der Westhuizen Town Planning and Properties CC, on behalf of the registered owner/s of Erf 9030, Swakopmund Extension 35, Swakopmund, intends to apply to the Swakopmund Municipal Council and intends on applying to the Urban and Regional Planning Board for the following:

Rezoning of Erf 9030, Swakopmund Extension 35 from "single residential" with a density of 1:300 to "general residential" with a density of 1:100.

Erf 9030, Swakopmund Extension 35, currently measures 994m² in extent and is located along Aries Street in Extension 35 of Swakopmund. It is the intention of the owner to rezone the property from "single residential" with a density of 1:300, to "general residential" with a density of 1:100, in order to construct 8 residential units on the property.

In terms of the Urban and Regional Planning Act, 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

Take note that –

- (a) The plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the corner of Rakotoka Street and Daniel Kamho Avenue.
- (b) Any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Swakopmund Municipality and the applicant within 14 days of the last publication of this notice.

Written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act, 2018. Such written objection or comment must therefore be submitted by not later than 17h00 on 20 April 2026.

Applicant: Van Der Westhuizen Town Planning and Properties CC
P.O. Box 1598, Swakopmund, Namibia
Contact Person: A. van der Westhuizen
Cell: 0811224661
Email: andrew@vdwtp.com

No. 229

2026

REZONING OF ERF 10029, SWAKOPMUND EXTENSION 9

Ritta Khiba Planning Consultants (Town and Regional Planners) CC on behalf of the owner of Erf 10029, corner of No. 94 Zypressen Street and 35 Neiken Street, Swakopmund Extension 9, intends to apply to the Municipal Council of Swakopmund and the Urban and Regional Planning Board for:

- **Rezoning of Erf 10029, corner of No. 94 Zypressen and No. 35 Nelken Street, Swakopmund Extension 9 from "residential" with a density of 1:900 to "general residential" with a density of 1:250; and**
- **Consent to construct 14 dwellings units while the rezoning is being processed.**

Erf 10029, Swakopmund Extension 9 is zoned "residential" with density of 1:900 and is approximately 2186m² in extent. There are no existing buildings on the erf. The intention of the owner is to construct 14 dwelling units on the erf.

The number of vehicles for which parking will be provided on-site will be in accordance with the Swakopmund Town Planning Scheme (Zoning Scheme).

The locality plan, current zoning and building plan with approved parking layouts lies for inspection on the Town Planning Notice Board at the Customer Care Centre, Main Municipal Offices, corner of Rakotoka Street and Daniel Khomo Avenue.

Any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Municipal Council of Swakopmund and with the applicant in writing, not later than 14 days of the last publication of this notice.

Applicant:
Ritta Khiba Planning Consultants CC
P.O. Box 22543, Windhoek
Tel: 061 - 225062
Mobile: 0815788154 / 0812505559
Email Address: rkhiba@rkpc.com.na

Municipality of Swakopmund
P.O. Box 53, Swakopmund
Manager: Town Planning
Office: +264 64 4104403
Email: jheita@swkmun.com.na

Annexure H

TOWN PLANNING & PROPERTIES

PO BOX 1599
SWAKOPMUND, NAMIBIA
+264 81 122 4661
+264 81 122 4661 (S)
andrew@tdwp.com

**CONSENT FROM ADJOINING OWNERS / NEIGHBOURS FOR BUSINESS REGISTRATION
/ CONSENT USE / SUBDIVISION / CONSOLIDATION / REZONING AND OR
ENVIRONMENTAL CLEARANCE**

I/We, CLINTON VAN ROOYEN.....the owner of Erf No.: 9080.....

Street Address	<u>ARIES STREET ERF 9080 EXT 35 SWAKOPMUND</u>
Postal Address	<u>3030 VINETA</u>
Telephone No	<u>0812933399</u>
Email Address	<u>CVROOYEN17@GMAIL.COM</u>

am aware that an application for: A SINGLE RESIDENTIAL WITH A DENSITY
OF 1:300M² TO A GENERAL RESIDENTIAL WITH A DENSITY OF
1:100M² TO CONSTRUCT 8 RESIDENTIAL UNITS

On Erf 9030.....by Messrs VAN DER WESTHUIZEN TOWN PLANNING CC.

Is intended to be lodged be lodged at the Municipality of Swakopmund and our response is as follows:

☐ NO OBJECTION

Signature of Owner

☒ OBJECTION

Signature of Owner

(Please mark whichever is applicable in the block)

Against the proposed application intended by the applicant:

(If you have any objection against the said intentions then please stipulate your reasons / remarks below)

Reasons / Remarks
<u>TRAFFIC AND SAFETY CONCERNS, PARKING AND CONGESTION, NOISE AND DISTURBANCE. THIS IS NOT A BUSINESS RESIDENTIAL AREA. IMPACT ON PROPERTY VALUES AND INFRASTRUCTURE CAPACITY CONCERNS.</u>

CLINTON R. VAN ROOYEN 15/04/2026

SIGNATURE

FULL NAME

DATE

(Please attach certified copy of I.D. to this document for verification of signature)

Objection to Rezoning of Erf 9030, Swakopmund Ext. 35, Arries street

Swakopmund Municipality

We, the undersigned residents and property owners of Swakopmund Ext. No. 35, hereby formally object to the proposed rezoning of Erf 9030 from Single Residential (1:300m²) to General Residential (1:100m²). Intended to allow the construction of 8 residential units.

1. Traffic and Safety Concerns: Increased traffic in a small residential street poses safety risks, especially to children.
2. Parking and Congestion: Likely parking shortages and congestion affecting accessibility and safety.
3. Noise and Disturbance: Increased noise disrupting the quiet residential environment.
4. Incompatibility with Surrounding Area: Not aligned with current single residential character.
5. Impact on Property Values: Potential negative effect on property values.
6. Infrastructure Capacity Concerns: Existing services may not support increased density.

In light of the above, we respectfully request that the Municipality does not approve the rezoning application.

Yours faithfully,

Full Name	Erf No:	Email	Date	Signature
Nykhukwini L.	9059	costas@nykhukwini.com	15/04/26	
LE ROUX OSWALD	9018	le.roux.oswald@gmail.com	15/04/26	
CLINTON VAN ROOYEN	9080	curryenize@gmail.com	15/04/2026	
Richardson Oswald	9034	richardsonoswald@gmail.com	15/04/2026	
FRANCOIS MHONE	9032	franco.mhone@gmail.com	15/04/26	
Gelma Lipumbu	9033	lmacky@gmail.com	15/04/26	
CARILLI VAN DER WERF	9075	scapryk@gmail.com	15/4/26	
Marchel de Wae	9072	marchel.dewae@gmail.com	15/04/26	

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 122 4661
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andrew@vdwp.com

**CONSENT FROM ADJOINING OWNERS / NEIGHBOURS FOR BUSINESS REGISTRATION
/ CONSENT USE / SUBDIVISION / CONSOLIDATION / REZONING AND OR
ENVIRONMENTAL CLEARANCE**

I/We, LORRENZO OSWALD the owner of Erf No. 9078

Street Address	<u>449678 ARRIES STR.</u>
Postal Address	<u>WB 5257</u>
Telephone No	<u>0817247231</u>
Email Address	<u>lorrenzooswald@gmail.com</u>

am aware that an application for: Rezoning erf 9080 from single residential
to general residential to Build 8 residential
units

On Erf. 9030 by Messrs. Van Der Westhuizen Town Planning CC

is intended to be lodged at the Municipality of Swakopmund and our response is as follows:

☐ NO OBJECTION

Signature of Owner

☒ OBJECTION

Signature of Owner

(Please mark whichever is applicable in the block)

Against the proposed application intended by the applicant:

(If you have any objection against the said intentions then please stipulate your reasons / remarks below)

Reasons / Remarks
• Noise Pollution/Disturbance
• Impact on surrounding property values
• TRAFFIC and safety concerns

SIGNATURE

FULL NAME

DATE

(Please attach certified copy of I.D. to this document for verification of signature)

11.1.24

APPROVAL OF FUNDS FOR CONTINUATION PROJECTS

(C/M 2026/10/01 - 1/2/3)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.17** page **371** refers.

A. This item was submitted to the Management Committee for consideration:

INTRODUCTION

This submission seeks the approval from the Swakopmund Town Council to identify two (2) projects as "continuation" for the Department of Engineering, Urban Development & Environmental Management - Works Section that was initially approved during the financial year **2025/2026** to utilised during this financial year in order to complete the slurry works and painting of the walkway and the resealing of roads and ancillary works phase 1.

BACKGROUND

In the financial year **2025/2026** Council approved funds for several projects under the Department of Engineering, Urban Development & Environmental Management - Works Section. Following this approval, the Works Section initiated the bid advertisement process, evaluation was completed, the bidders received letters of award of contract and the purchase orders and subsequently commenced with the works.

The beach walkway project could unfortunately not commence as scheduled due materials delivery delays, and in addition to this the unfavourable weather conditions caused further delays in the completion of the project.

The resealing of roads was successfully completed with only delays on the ancillary works that was only completed recently. These works affected some of the completed roads and these repairs need to be done for which the funding is no longer available.

The projects to be identified as continuation are:

- (a) *Slurry Seal & Paint Beach Walkway = 1,500,000.00 (6500 310 323 00)*
- (b) *Resealing of Roads and Ancillary Works Phase 1 = 1,516,490.49 (65003102600)*

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) **That Council approves the request to identify the following 2025/2026 Capital Projects as "Continuation":**

- (i) ***Slurry Seal & Paint Beach Walkway = 1,500,000.00 (6500 310 323 00), be declined.***
- (ii) ***Resealing of Roads and Ancillary Works Phase 1 = 1,516,490.49 (650031026300), be approved.***

- (b) **That the balance of the votes be made available to complete the projects under point (a)(ii) above.**

- 11.1.25 **REQUEST FOR APPROVAL OF SUBSISTENCE & TRAVEL (S&T) FOR COUNCILLORS AND ONE MANAGEMENT REPRESENTATIVE ACCOMPANYING THE DELEGATION TO THE SAIMSA GAMES: KINGDOM OF ESWATINI**
(C/M 2026/10/01 - 1/2/3)

Ordinary Management Committee Meeting of 10 September 2026,
Addendum **8.18** page **00** refers.

A. This item was submitted to the Management Committee for consideration:

1. PURPOSE:

The purpose of the submission is to request approval from Council to approve the payment of Daily Subsistence Allowance to Councillors and one Management Cadre who will be accompanying the team to SAIMSA Games 2026, in the Kingdom of Eswatini in terms of the Council's Subsistence & Travel Policy.

2. BACKGROUND:

The Southern Africa Inter-Municipal Sports Association (**SAIMSA**) Games are hosted annually and provide a platform for municipalities and local authorities within the **SADC** region to participate in sports competitions. This gathering is not solely for sporting purposes; it also promotes networking among SADC municipality officials and councillors to share best practices and address challenges facing local authorities. The games are hosted annually in September. Against this background, Swakopmund Municipality has been invited to participate in the 20th Edition of the Southern Africa Inter-Municipal Sports Association (SAIMSA) Games, scheduled to take place in Mavuso, Eswatini, from **20 to 25 September 2026**.

B. After the matter was considered, the following was:-

RESOLVED: (For Condonation By Council)

- (c) **That Councillors and one Management representative who accompany the delegation to the SAIMSA Games 2026 (20 - 25 September 2026), in Eswatini be paid Subsistence & Travel (S&T) allowances in accordance with the Council's approved Travel Policy and applicable rates.**
- (d) **That the DSA expenditure be defrayed from their respective departmental votes.**