

21 October 2022

Toya Urban Planning Consultants cc
P O Box 99294
Windhoek

Dear Mr S Shinguto

RE: APPLICATION FOR THE APPROVAL OF THE LAYOUT PLAN ON THE LAND DONATED TO HIS MAJESTY, FILLEMON SHUUMBWA THE KING OF ONDONGA TRADITIONAL AUTHORITY BY ONDANGWA TOWN COUNCIL

Ondangwa Town Council would like to acknowledge receipt of your application letter dated 18th July 2022 regarding the above-mentioned subject.

Ondangwa Town Council resolved at its ordinary meeting held on 8th September 2022 with Council Resolution Number **(CR190-2022] 08/09/2022/6thOCM2022)** to recommend the following procedures.

- **Subdivision of Ondangwa Townland No. 882 into Portion A (measuring 3.3207 hectares) and the remainder.**
- **Subdivision of Portion A (Portion of Ondangwa Townland No. 882) into more than 11 undeveloped Erven and remainder streets.**
- **Approval of Layout plan on portion A (Portion of Ondangwa Townland No. 882).**
- **Installation of municipal services to serve the erven and it should be done under the supervision of a consultant whose approval shall be granted by Council.**
- **The installation will be approved by Council and services should first be installed prior to construction of houses.**
- **The services must be handed over to Council upon completion of such construction.**

Further to the approval, your client must ensure that this Portion A is registered and their individual erven will be registered to their clients at their own facilitation.

Kindly proceed to submit the application to the Urban and Regional Planning Board and keep the Council updated on the outcome of the application.

Yours faithfully,

.....
Ismael Ileni Namgongo
Chief Executive Officer





Ondangwa

Town Council

ONDANGWA TOWN COUNCIL
B1, Ondangwa Main Road,
Ondangwa
Private Bag 2032,
Ondangwa, Namibia
+264-65-240101
+264-65-240453
ceoadmin@ondangwatown.com

Enq: Terthu A liliithete

**MINUTES FOR THE ORDINARY COUNCIL MEETING
[C06/08/09/2022]**

HELD ON THURSDAY, 08 SEPTEMBER 2022 @ 14H30

**AT
COUNCIL CHAMBER**

"Your Ideal Investment Destination"

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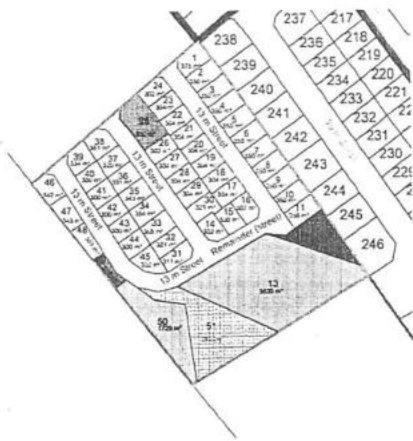


R) APPLICATION FOR THE APPROVAL OF THE LAYOUT PLAN ON THE LAND DONATED TO MR. FILLEMON SHUUMBA THE KING OF ONDONGA.

Council in November 2019 under the following council **Resolution No: [C03/21/11/2019/08th OCM 2019** took a resolution to allocate land to Mr. Shuumbwa to construct his own family house given that the palace will remain a property of the Ondonga Traditional Authority for ever and he needed a place to construct his own house. He has constructed a house but now find that he want to plan the area and subdivide into various erven as per the below table.

It is on the above basis that he has consulted Toya Urban Planning Consultants CC to facilitate the application for the subdivision of the Ondangwa Town & Townlands No. 882 into Portion A (Measuring approximately 3.3207ha) and Remainder, they are requesting Council to approve the followings:

- Subdivision of Ondangwa Townland No. 882 into Portion A (measuring 3.3207 hectares) and the remainder.
- Subdivision of Portion A (Portion of Ondangwa Townland No. 882) into more than 11 undeveloped Erven and remainder streets.
- Approval of Layout plan on portion A (Portion of Ondangwa Townland No. 882)



This layout Plan made a provision of a total of 51 erven zoned as per the following table:

Zoning	No. of Erven	±Areas (m ²)	%
Business	1	812	2
General Residential	2	7,359	22
Single Residential	45	14,614	44
Accommodation	1	2,622	8
Public Open Space	2	1,256	4
Remainder Streets		6,544	20
Total	51	33,207	100

Approved on the following:

- Subdivision of Ondangwa Townland No. 882 into Portion A (measuring 3.3207 hectares) and the remainder.
- Subdivision of Portion A (Portion of Ondangwa Townland No. 882) into more than 11 undeveloped Erven and remainder streets.
- Approval of Layout plan on portion A (Portion of Ondangwa Townland No. 882)
- Installation of municipal services to serve the erven and this should be done under the supervision of a consultant whose approval shall be granted by council
- That the installation of services be approved by council

PA 1 w



- That services shall be installed prior to construction of houses
- That services be handed over to council upon completion of such construction

They must ensure that this Portion A is registered and their individual erven will be registered to their clients at their own facilitation, the servicing will be done at their costs ([CR190-2022] 08/09/2022/06thOCM2022).

39. REPORT ON ONDANGWA SPORT STADIUM VISITS TO KEY STAKEHOLDERS

The delegation has visited a number of stakeholders as per the report attached and the following are **ISSUES OR MATTERS THAT NEED COUNCIL ATTENTION:**

39.1 Segmentation of various aspects of the stadium and prepare a business value proposition that can be used to approach funders/donors ([CR191-2022] 08/09/2022/06thOCM2022).

39.2 Formalisation of our relationships with the Sports Commission through a formal MoU ([CR192-2022] 08/09/2022/06thOCM2022).

39.3 Assist in linking Trusco with various developers that can assist in marketing the area and help build houses for them. A list of developers that developed houses at ext 24 will be sent to them and Trusco should choose which one they want to work with in developing ext 11 ([CR193-2022] 08/09/2022/06thOCM2022).

39.4 Council to immediately look into the issue of vendors in Oluno and address this dangerous situation for the safety of the vendors in front of Punyu/Oshinanena. **Noted**

39.5 See ways of formalising our relationship with the Dome so that can work with them from the beginning and draw up a comprehensive sports master plan with the aim of having a self-sustaining facility at a cost as a consultant. ([CR194-2022] 08/09/2022/06thOCM2022).

EA 1-2



12. REPORTS AND RECOMMENDATIONS FROM CHIEF EXECUTIVE OFFICER

None

13. CLOSING PRAYER AND ADJOURNED OF THE MEETING

The Chairperson thanked all members present and their contribution. Ms. Hilma Ligola Constantin gave closing prayer.

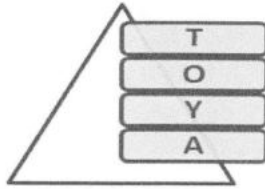
The meeting officially adjourned at 19:11

Cllr Pavo Mulanduleni Amwele
Chairperson

Date: 18/10/2022

Ismael I Namgongo
Chief Executive Officer

Date: 17/10/2022



TOYA URBAN PLANNING CONSULTANTS

P.O.BOX 99294
WINDHOEK

TEL:+264 813099839 or +264 853099839
E-mail: toyaurbanplanning@gmail.com

Enq: Simon Shinguto
Our Ref: PNT A/882 (King's Plot)

18 July 2022

THE CHIEF EXECUTIVE OFFICER
Ondangwa Town Council
P O Box 2032
ONDANGWA

ATTENTION: Manager Town Planning & Properties

Dear Mr. Namugongo

**RE: APPLICATION FOR THE APPROVAL OF THE LAYOUT PLAN ON THE LAND
DONATED TO HIS MAJESTY, FILLEMON SHUUMBWA THE KING OF ONDONGA
TRADITIONAL AUTHORITY BY ONDANGWA TOWN COUNCIL.**

TOYA URBAN PLANNING CONSULTANTS CC has been appointed and instructed by **Mr. Vincent Wang from Prime Ville Investments (Pty) Ltd, a company appointed by HIS MAJESTY, FILLEMON SHUUMBWA THE KING OF ONDONGA TRADITIONAL AUTHORITY** to facilitate the application for the subdivision of Ondangwa Town & Townlands No.882 into Portion A (measuring approximately 3.3207 Ha) and Remainder. Hence, Ondangwa Town Council is requested to approve the following statutory town planning applications:

- **SUBDIVISION OF ONDANGWA TOWNLAND NO. 882 INTO PORTION A (MEASURING 3.3207 HECTARES) AND THE REMAINDER.**
- **SUBDIVISION OF PORTION A (PORTION OF ONDANGWA TOWNLAND NO. 882) INTO MORE THAN 11 UNDEVELOPED ERVEN AND REMAINDER STREETS.**
- **APPROVAL OF LAYOUT PLAN ON PORTION A (PORTION OF ONDANGWA TOWNLAND NO. 882)**

Directors: Mr. S. Shinguto - B.Hons; MURP (UFS)

&

Mr. T. P. Newaya - B.Tech TRP(CPUT);MURP(UFS)

Reg No. CC/2016/11206

1. INTRODUCTION & BACKGROUND:

Ondangwa Town Council at its Ordinary Council Meeting held on the 21 November 2019 approved to donate a portion of land measuring 2.7 Hectares within Ondangwa Townland No.822 to His Majesty Fillemon Shuumbwa, the King of Ondonga Traditional Authority for him to develop a King's Palace in Ondangwa town.

According to the terms of reference given to us on our appointment by Mr. Vincent Wang from Prime Ville Investments (Pty) Ltd, we are instructed to do the followings.

- Prepare a layout plan covering an area of 3.3207 Hectares which comprises of the 2.7 ha of land donated to the King as well as additional land covering an area of approximately 0.6207 ha (6, 207 m²). This was necessary for the layout plan to tie in with the extent of the Ondangwa Townland No. 882.
- Plan -in the traditional house of the King in the layout according to the existing fence.
- Plan -in the traditional house next to the King's house in the layout according to the existing fence.
- The Residential properties should be a minimum Erf Area between 300 - 350 s.q.m.
- Create One Business Property with a Minimum Erf Area of 800 sq.m
- Create One Accommodation Property with a Minimum Erf Area: 2000 sq.m

2. LOCALITY OF PROPOSED PORTION A/822:

Portion A (PTN of the Ondangwa Town & Townlands No.882) is located in the vicinity of Ondangwa Extension 44 and 45 along the district road to the Army Base. See attached Locality Plan of proposed PTN A/822.

3. LEGAL LAND OWNERSHIP

Ownership of the Remainder of Ondangwa Town & Townlands No. 882 is legally registered in the name of **Ondangwa Town Council**.

4. SURROUNDING AREA

The proposed PTN A/882 is adjacent to a layout plan of Ondangwa Extension 45. This layout plan was prepared by PhinCon Enterprises Pty Ltd for a residential development. The proposed development on Portion/A is compatible with the surrounding areas hence correspond to the development intentions of Ondangwa Urban Structure Plan.

5. PROPOSED SUBDIVISION

The proposed subdivision will create a new Portion A measuring approximately, 33, 207m². This proposed Portion A will further subdivided into more than 11 un-developed erven. See Subdivision Plans attached.

6. LAYOUT DESIGN CONSIDERATION

The layout prepared for the proposed Portion A/822 is designed taking into consideration the following factors.

- Prime Ville Investments (Pty) Ltd Terms of Reference with instructions to prepare a layout for a medium density township development (erven sizes between 300 - 350 sqm).
- Town Planning Standards and Urban Design Guidelines for principle layout plans as approved by the Ministry of Urban and Rural Development in April 2013.
- The Draft Ondangwa Urban Structure Plan and adjacent layout plan to the project site
- The natural topography of the area
- The presence of existing traditional homesteads in the area which needs to be respected in the layout plan in accordance with their existing boundary wall fences.

This layout Plan made a provision of a total of **51 erven** zoned as per the following table:

Zoning	No. of Erven	±Areas (m ²)	%
Business	1	812	2
General Residential	2	7,359	22
Single Residential	45	14,614	44
Accommodation	1	2,622	8
Public Open Space	2	1,256	4
Reminder Streets		6,544	20
Total	51	33, 207	100

6.1. Single Residential

The layout plan provided for a total number of erven reserved for single residential zoned erven of medium density of 1:300. This design enables a development of houses meant for middle incomes population.

6.2. General Residential

Two general residential erven numbered Erf 13 (5,630 m²) and Erf 50 (1,729 m²) are made in the layout for accommodating the existing traditional homesteads in the area according to the existing fences. Erf 13 is where the traditional homestead of King is accommodated. The zoning density of these two erven is 1:100.

6.3. Business

A property numbered Erf 25 measuring 812 m² is reserved for Business purpose as the area is far from the city centre, the developer needs to develop a business facility such convenient shop to support resident on their everyday households needs.

6.4. Accommodation

According to the terms of reference, the developer wants to develop a state-of-the-art lodge on this area, hence an Accommodation zoned Erf number 51 (2,622 m²) is provided for this purpose.

6.5. Public Open Space

The layout has also made a provision of a Two Public Open Spaces numbered Erf 12 (1,017m²) for a green park which will be used as recreation area and Erf 49 (240 m²) suitable to locate municipal bulk services such as a sewer pump station, electrical minisub or a an elevated water tank.

6.6. Remainder Streets

The Remainder will be used for streets which accounts for 20% of the area. The layout design makes use of well-defined 13m street width which will not only be used for traffic but also for non-motorised transport such as pedestrian's sidewalks and bicycle lanes. The 13m road reserve also includes space for infrastructure such as constructed storm water channels, sewer lines, streetlights, and telecom cables. To reduce traffic speed within this area, length of street blocks have been kept short, thus also facilitating pedestrian oriented movements.

6. MUNICIPAL SERVICES:

The developer is fully prepared at own cost to provide municipal services required such as water, sewer, and electricity services to the standards to be approved by Ondangwa Town Council.

7. ACCESS TO PROJECT AREA:

Access to the proposed new Portion A/822 will be obtained from existing district road to the Army Base via street network of Ondangwa Extension 46 located adjacent to the project area.

8. TOPOGRAPHY OF THE AREA:

The area where the proposed layout of Portion A/822 is intended, is dominantly flat and the terrain of the area is ideal for the proposed development. The area is not in a flood plain there will be provision for storm water management during the construction of services in order to manage direct storm water generated by the development to the existing municipal storm water disposal system. The Topographic plan is attached for reference.

9. CONCLUSION:

Residential development in Ondangwa town is booming; hence our client's intention is to subdivide Ondangwa Town & Townlands No.882 into PTN A and Remainder. This subdivision will enable our client to develop houses and other important urban facilities. This is an initiative to meet the Council halfway in addressing economic growth of the town. It is also expected that the proposed development will add value to the town's economy by way of collecting rates and taxes from the newly created erven.

10. APPLICATION:

On behalf of our client, TOYA URBAN PLANNING CONSULTANTS CC is hereby thus applying for the following:

- **SUBDIVISION OF ONDANGWA TOWNLAND NO. 882 INTO PORTION A (MEASURING 3.3207 HECTARES) AND THE REMAINDER.**
- **SUBDIVISION OF PORTION A (PORTION OF ONDANGWA TOWNLAND NO. 882) INTO MORE THAN 11 UNDEVELOPED ERVEN AND REMAINDER STREETS.**
- **APPROVAL OF LAYOUT PLAN ON PORTION A (PORTION OF ONDANGWA TOWNLAND NO. 882)**

We trust that this application will meet with all your requirements.

Kind Regards,



TOBIAS PENDAPALA NEWAYA
PROFESSIONAL TOWN AND REGIONAL PLANNER (NCTRP REG. NO. 54)

**ANNEXURE A:
APPLICATION FOR SUBDIVISION AND/OR CONSOLIDATION**

FORM 8 OF ANNEXURE 4

**MINISTRY OF URBAN AND RURAL DEVELOPMENT
APPLICATION FOR SUBDIVISION OR CONSOLIDATION OF LAND**

NB: Applicants are requested to complete this application form carefully and give sufficient particulars, as failure to do so may lead to unnecessary correspondence which may delay the final decision on the application.

TO: **The Secretary
Urban and Regional Planning Board
Private Bag 13289
Windhoek**

1. Full names and residential and postal address of applicant:

**TOYA Urban Planning Consultants
P.O.Box 99294, Windhoek**

.....
(Address of applicant)

2. Landowner:

Ondangwa Town Council

.....
(Attach a power of attorney if landowner is not applying personally.)

3. Registered name(s) and number(s) of the land:

Ondangwa Town & Townlands No.882

4. Approximate sizes of the land and new portions:

Erf Number	Size	Proposed Zoning
PTN A/882	33,3207m ²	Undetermined

5. Is the land situated within an approved local authority area or outside an approved local authority area:**Ondangwa Town & Townlands No.882**

.....

6. The reasons for the proposed subdivision/consolidation*:

See Covering Application

7. If buildings are to be erected, for which purpose(s) will they be used?

See Covering Application

8. In what manner, and by whom, will water, electricity, storm water drainage, streets and sewerage be supplied to the relevant portions of land?

The cost of construction of municipal services will be on the account of applicant subject o the approval of the Local Authority concerned.

9.1 What is the *zoning (zoning scheme) /* land use (title conditions)?

See Covering Application and Layout Plan on PTN A /882

9.2 What is the proposed minimum building value of the main building, excluding the outbuildings, on each portion of land?

As stipulated by Council

10. If access is to be taken from a public road, has permission been obtained from the Roads Authority?

Yes No

11. Is any portion of the land situated within 100 metres from the median of a building or restriction road?

Yes No

12. Is the consolidation with other portions of land intended?

Yes No

13. Motivate the proposed new boundaries, in particular any unusual boundaries:

N/A

14. Motivate the size of the new erven or portions of land in relation to the surrounding areas:

N/A

15. If buildings will lie within 3 metres of a proposed boundary, submit the comments of the authorised planning authority or other local authority or the Board; as well as proposals for a fire wall and fire prevention methods.

N/A

.....

16. If a new street or portion of a street is created which is to be transferred to the authorised planning authority or other local authority, submit the comments of the authorised planning authority or other local authority or the Board* regarding who will be responsible for the design and construction of the street.

N/A

.....

17. If any closure of a street or open space is involved, has all the necessary legal procedures been followed? Yes No



.....
Signature of applicant

18 - 07 - 2022

.....

Date

**ANNEXURE B:
LETTER BY THE LOCAL AUTHORITY ON A LETTERHEAD
AND
FULL COUNCIL RESOLUTION**

Directors: Mr. S. Shinguto - B.Hons; MURP (UFS)

&

Mr. T. P. Newaya - B.Tech TRP(CPUT);MURP(UFS)

Reg No. CC/2016/11206

ANNEXURE C:

(A) LOCALITY AND DETAILED SKETCH PLANS

(B) PORTION NUMBER (S) OR ERF NUMBER (S) FROM SURVEYOR GENERAL'S OFFICE

**ANNEXURE D:
CONDITIONS TO BE REGISTERED**

Directors: Mr. S. Shinguto - B.Hons; MURP (UFS)

&

Mr. T. P. Newaya - B.Tech TRP(CPUT);MURP(UFS)

Reg No. CC/2016/11206

**ANNEXURE E:
SPECIAL POWER OF ATTORNEY WITH REVENUE STAMP**

Directors: Mr. S. Shinguto - B.Hons; MURP (UFS) & Mr. T. P. Newaya - B.Tech TRP(CPUT);MURP(UFS)

Reg No. CC/2016/11206

ANNEXURE J:
COPY OF THE TITLE DEED OR CERTIFICATE OF REGISTERED STATE TITLE

Directors: Mr. S. Shinguto - B.Hons; MURP (UFS)

&

Mr. T. P. Newaya - B.Tech TRP(CPUT);MURP(UFS)

Reg No. CC/2016/11206

**ANNEXURE K:
CONDITIONS OF ESTABLISHMENT**

Directors: Mr. S. Shinguto - B.Hons; MURP (UFS)

&

Mr. T. P. Newaya - B.Tech TRP(CPUT);MURP(UFS)

Reg No. CC/2016/11206

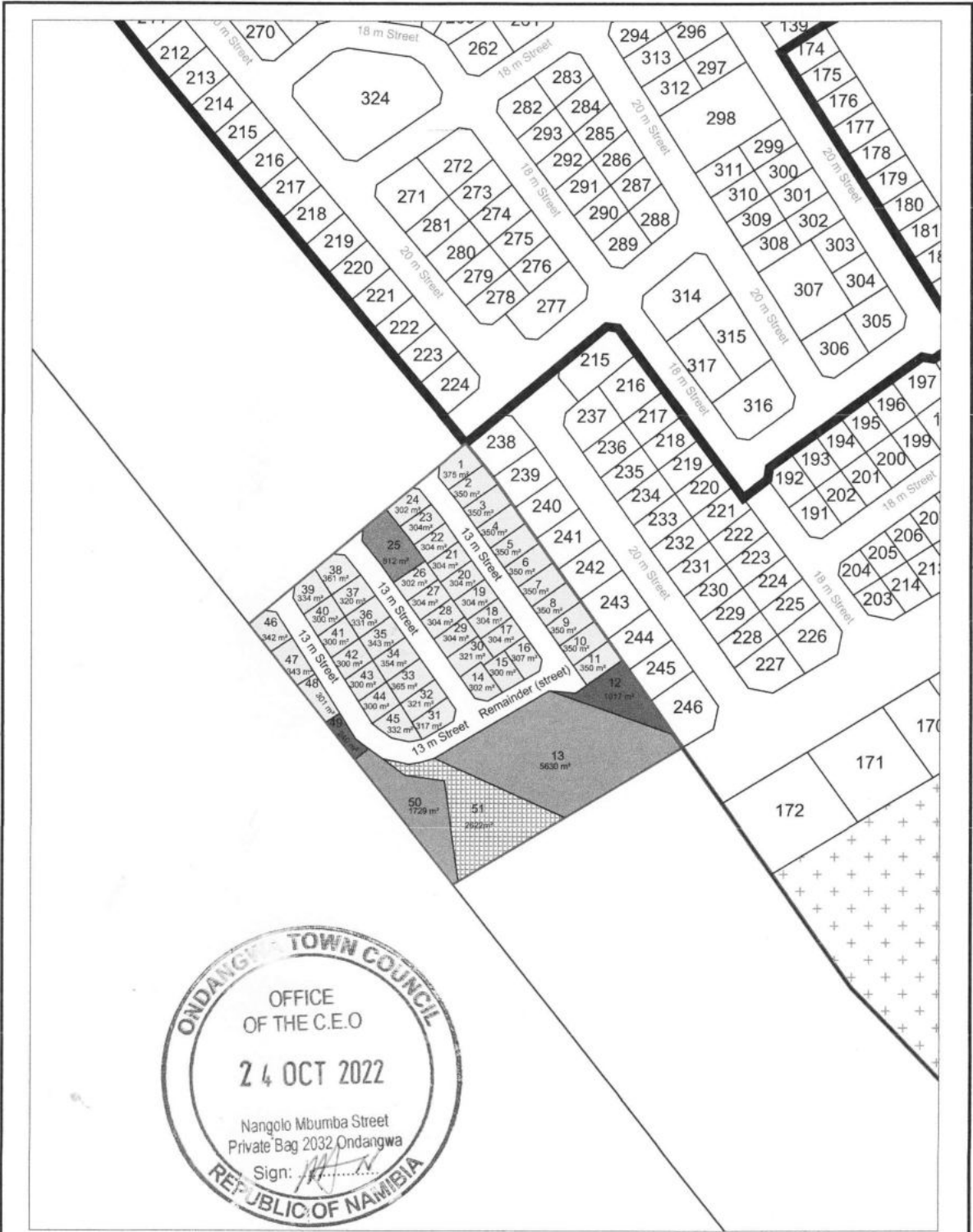
ANNEXURE L: PROOF OF PAYMENT

Directors: Mr. S. Shinguto - B.Hons; MURP (UFS)

&

Mr. T. P. Newaya - B.Tech TRP(CPUT);MURP(UFS)

Reg No. CC/2016/11206



ONDANGWA TOWN COUNCIL
 OFFICE OF THE C.E.O
24 OCT 2022
 Nangolo Mbumba Street
 Private Bag 2032 Ondangwa
 Sign: _____
REPUBLIC OF NAMIBIA

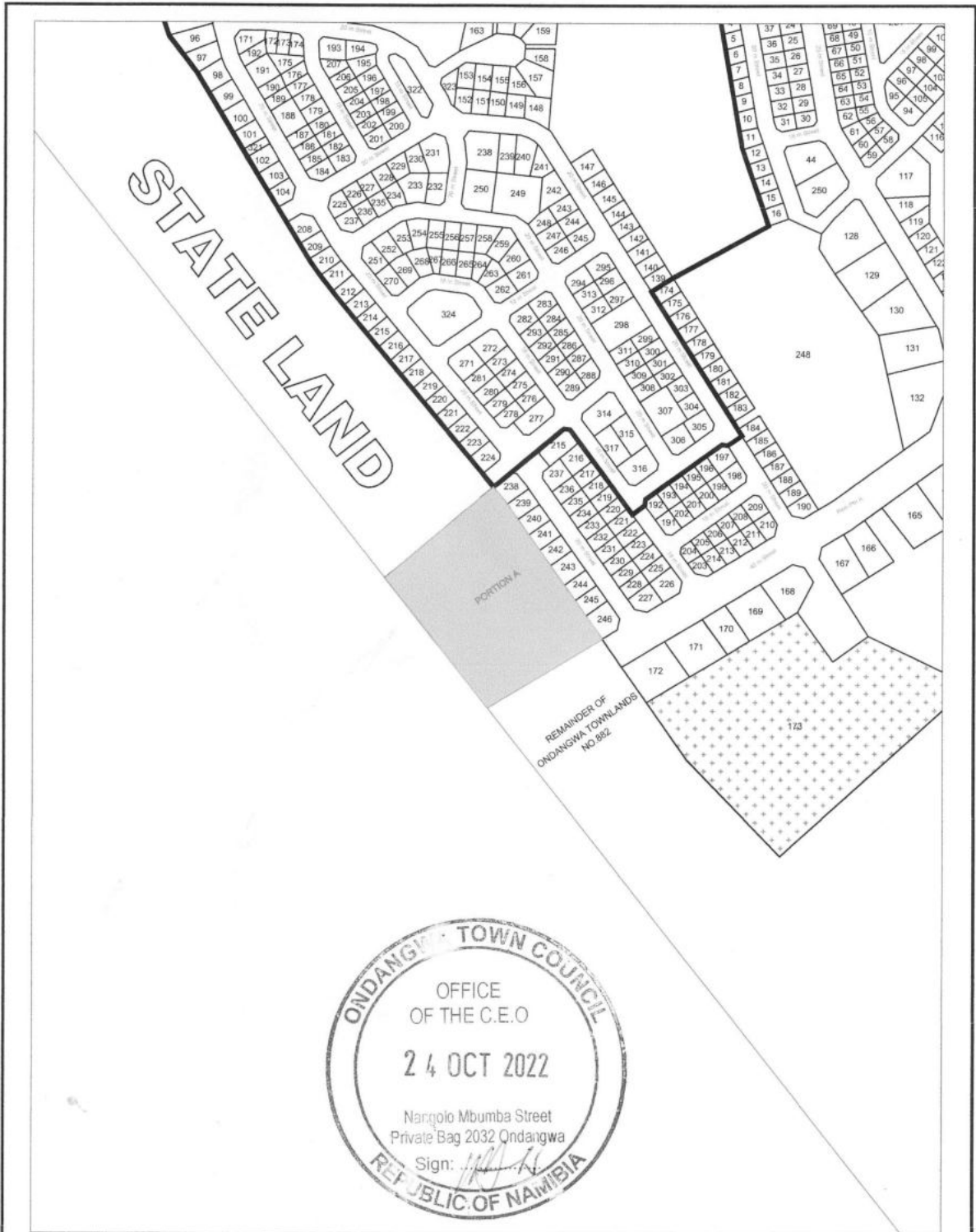
ZONING	Number of Erven	m ²	%
ACCOMMODATION	1	2622	8
RESIDENTIAL	45	14614	44
BUSINESS	1	812	2
GENERAL RESIDENTIAL	2	7359	22
PUBLIC OPEN SPACE	2	1256	4
REMAINDER STREET	6544	20	
TOTAL	51	33207	100

SUBDIVISION OF PORTION A (PORTION OF ONDANGWA TOWNLAND NO. 882) INTO MORE THAN 11 UNDEVELOPED ERVEN AND REMAINDER STREETS.

CONSULTANT:

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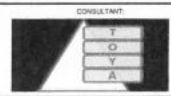
DESIGN: TOWN PLANNING CONSULTANTS CC DATE: JULY 2022
DRAWN: TOWN PLANNING CONSULTANTS CC
UPDATED:
SCALE: 1 : 2 500 DRAWING NUMBER:



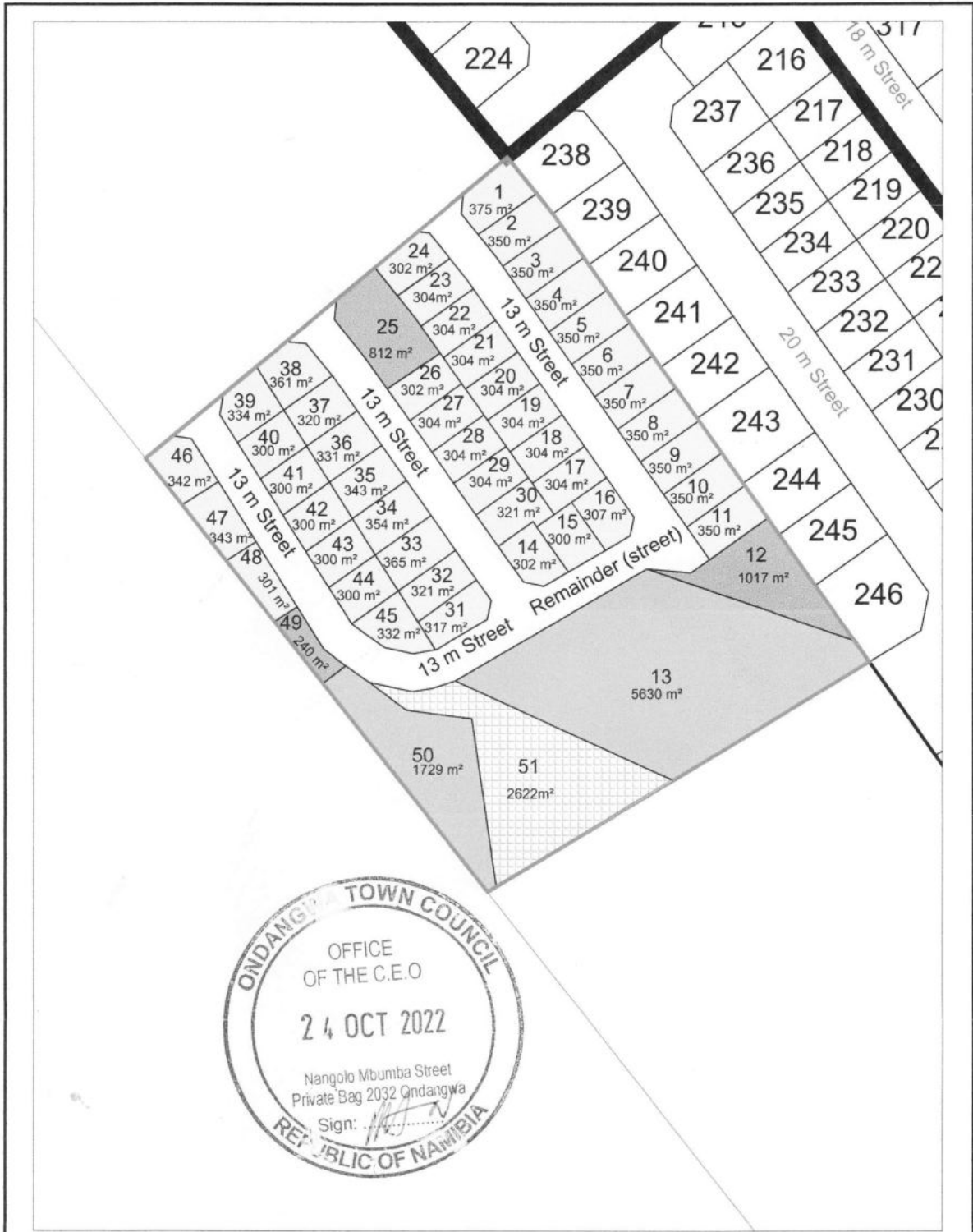
ONDANGWA TOWN COUNCIL
 OFFICE OF THE C.E.O
 24 OCT 2022
 Nangolo Mbumba Street
 Private Bag 2032 Ondangwa
 Sign: *[Signature]*
 REPUBLIC OF NAMIBIA

**SUBDIVISION OF ONDANGWA TOWNLAND NO. 882 INTO PORTION A
 (MEASURING 3.3207 HECTARES) AND THE REMAINDER.**

ONDANGWA



CONSULTANT	
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DESIGNER: TONYA CONSULTANTS	DATE: JULY 2022
DRAWN: TONYA CONSULTANTS	
UPDATED:	
SCALE: 1:1 000	DRAWING NUMBER:



ZONING	Number of Sites	m ²	%
ACCOMMODATION	1	2622	8
RESIDENTIAL	45	14614	44
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APPROVAL OF LAYOUT PLAN ON PORTION A (PORTION OF ONDANGWA TOWNLAND NO. 882).

CONSULTANT

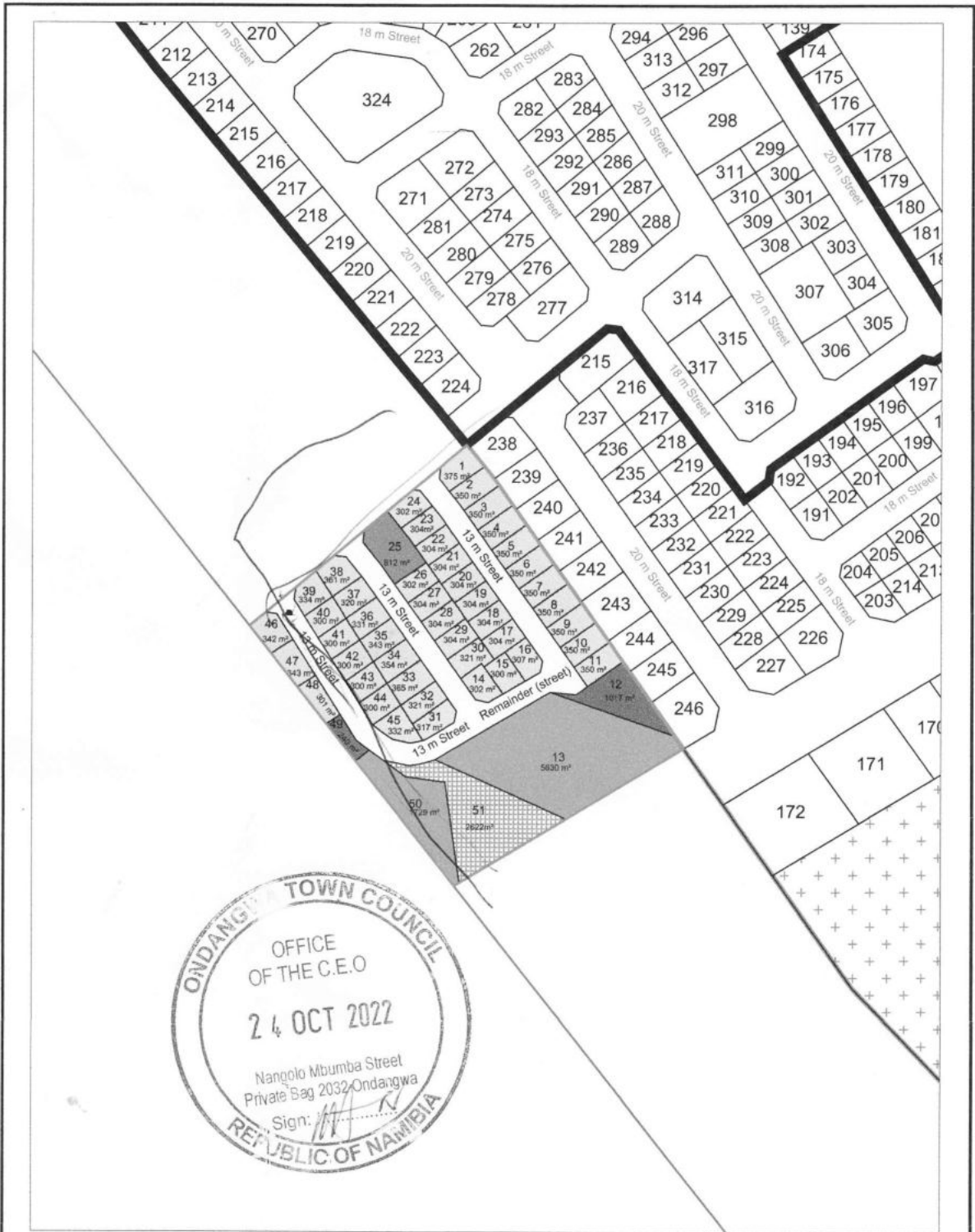
DESIGNER: 2016 URBAN PLANNING CC DATE: JULY 2020

DESIGNER: 2016 URBAN PLANNING CC

UPDATED:

SCALE: 1:1 500

DRAWING NUMBER:



ONDANGWA TOWN COUNCIL
 OFFICE
 OF THE C.E.O
24 OCT 2022
 Nangolo Mbumba Street
 Private Bag 2032 Ondangwa
 Sign: *[Signature]*
REPUBLIC OF NAMIBIA

ZONING	Number of Erven	m ²	%
ACCOMMODATION	1	2622	8
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SUBDIVISION OF PORTION A (PORTION OF ONDANGWA TOWNLAND NO. 882) INTO MORE THAN 11 UNDEVELOPED ERVEN AND REMAINDER STREETS.

CONSULTANT:

**T
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A**

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 DRAWN: TOYA URBAN PLANNING (P) LTD.
 UPDATED:
 REVISIONS:
 SCALE: 1:2,000
 DRAWING NUMBER: