

# Municipality of Grootfontein



C.E.O's  
Office

15/4/1/1/2

Ref. No.

Enquiries: I.T Lungameni

26 January 2023

P.O Box 23  
Tel: (067) 243101  
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Grootfontein  
Namibia

Kamau Town Planning & Development cc  
P.O. Box 22296  
Windhoek,  
Namibia

Dear Sir,

- **SUBDIVISION OF ERF 1000 EXTENSION 5, GROOTFONTEIN INTO 26 PORTIONS AND THE REMAINDER**
- **REZONING OF PORTIONS 1-13 AND 24 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'LOCAL BUSINESS'**
- **REZONING OF PORTIONS 14-23 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'RESIDENTIAL'**
- **REZONING OF PORTIONS 25.26 RE/1000 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'STREET'**
- **SUBDIVISION OF ERF 1001 EXTENSION 5, GROOTFONTEIN INTO 23 PORTIONS AND THE REMAINDER**
- **REZONING OF PORTIONS 1, 11-22 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'LOCAL BUSINESS'**
- **REZONING OF PORTIONS 2-10 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'RESIDENTIAL'**
- **REZONING OF PORTION 23 AND THE REMAINDER OF ERF 1001 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'STREET'**

*ITL*

This letter serves to inform you on the outcome of the Ordinary Council meeting dated on **13 October 2023**, Under **Council Resolution No: OCM -33/13/10/2023**. After deliberations the Council resolved the following:

1. Subdivision of erf 1000 extension 5, Grootfontein into 26 portions and the remainder;
2. Rezoning of portions 1-13 and 24 (of erf 1000), extension 5 Grootfontein from 'industrial 1' to 'local business';
3. Rezoning of portions 14-23 (of erf 1000), extension 5 Grootfontein from 'industrial 1' to 'residential';
4. Rezoning of portions 25,26 Re/1000 (of erf 1000), extension 5 Grootfontein from 'industrial 1' to 'street';
5. Subdivision of erf 1001 extension 5, Grootfontein into 23 portions and the remainder;
6. Rezoning of portions 1, 11-22 (of erf 1001), extension 5 Grootfontein from 'industrial 1' to 'local business';
7. Rezoning of portions 2-10 (of erf 1001), extension 5 Grootfontein from 'industrial 1' to 'residential' and
8. Rezoning of portion 23 and the remainder of erf 1001 (of erf 1001), extension 5 Grootfontein from 'industrial 1' to 'street'

Compensation Fees due to council to be paid in full prior to Urban and Regional Planning Board Submission

Should you have any query regarding this matter, please do not hesitate to contact the Town Planning office.

Please accept the assurance of my highest consideration.

Yours Faithfully,



**Indileni Lungameni**  
Acting Chief Executive Officer



15/4/1/1/2  
Enquiries: I.T Lungameni

26 January 2024

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

Att: Mr. Tobias Newaya

**SUBJECT:**

- **SUBDIVISION OF ERF 1000 EXTENSION 5, GROOTFONTEIN INTO 26 PORTIONS AND THE REMAINDER**
- **REZONING OF PORTIONS 1-13 AND 24 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'LOCAL BUSINESS'**
- **REZONING OF PORTIONS 14-23 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'RESIDENTIAL'**
- **REZONING OF PORTIONS 25.26 RE/1000 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'STREET'**
  
- **SUBDIVISION OF ERF 1001 EXTENSION 5, GROOTFONTEIN INTO 23 PORTIONS AND THE REMAINDER**
- **REZONING OF PORTIONS 1, 11-22 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'LOCAL BUSINESS'**
- **REZONING OF PORTIONS 2-10 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'RESIDENTIAL'**
- **REZONING OF PORTION 23 AND THE REMAINDER OF ERF 1001 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'STREET'**

The Council has considered the above application and recommend 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

Attached please find

I.T.L

- i. the application and its accompanying documents (maps etc.);
- ii. proof of notice referred to in Section 107(1).
- iii. objection (if any, decision taken)
- iv. Council's recommendation (supported by a Full Council Resolution)

Should you have any query regarding this matter, please contact the Urban Planning office.

Please accept the assurance of my highest consideration.

Yours Faithfully,



.....  
**Indilani Lungameni**  
**Acting Chief Executive Officer**





**MINUTES of ORDINARY COUNCIL MEETING** held on Friday, 13 October 2023 at 14h30 in the Council Chamber

**ATTENDANCE**

- |                            |                                     |
|----------------------------|-------------------------------------|
| 1. Hon. Talitha N. Garises | Mayor                               |
| 2. Hon. Lovisa T. Iyambo   | Deputy Mayor                        |
| 3. Hon. Alpheus Nghikevali | Chairperson of Management Committee |
| 4. Hon. Victor Shandjuka   | Member of Management Committee      |
| 5. Hon. Fillemon Johanna   | Member of Management Committee      |
| 6. Hon. Elizabeth Kastoor  | Ordinary Council Member             |

**OFFICIALS PRESENT**

- |                           |                                |
|---------------------------|--------------------------------|
| 7. Mr. Indileni Lungameni | Acting Chief Executive Officer |
|---------------------------|--------------------------------|

**ABSENT**

- |                          |                         |
|--------------------------|-------------------------|
| 8. Hon. Lodewikus Jacobs | Ordinary Council Member |
|--------------------------|-------------------------|

T.N.G.  
I.T.C.

11.	<p><b><u>ACTING CHIEF EXECUTIVE OFFICER REPORTS FOR SEPTEMBER 2023 ANNEXURE C</u></b>  The available summary of the procurement management unit for the month was attached for the consideration of the Council</p> <p style="text-align: right;"><i>OCM-29/13/10/2023</i></p>
12.	<p><b><u>FINANCE &amp; INFORMATION TECHNOLOGY REPORT FOR JULY 2023 ANNEXURE E</u></b></p> <p><b><u>SUMMARY</u></b>  The report for August 2023 was submitted and presented for discussion. After the discussion on the report the <b>Council RESOLVED:-</b></p> <ol style="list-style-type: none"> <li>1. Council takes note and acknowledges the report.</li> <li>2. No submission was received by the department</li> </ol> <p>The item was moved by Hon. T.N. Garises and seconded by Hon. E. Kastoor</p> <p style="text-align: right;"><i>OCM-30/13/10/2023</i></p>
13.	<p><b><u>HR&amp; CORPORATE AFFAIRS REPORT FOR AUGUST 2023 ANNEXURE F</u></b></p> <p><b><u>SUMMARY</u></b>  The report for August 2023 was submitted for discussion. After the discussion on the report the <b>Council RESOLVED:-</b></p> <ol style="list-style-type: none"> <li>1. Council takes note and acknowledges the report.</li> </ol> <p>The item was moved by Hon. L. T. Iyambo and seconded by Hon. T. N. Garises</p> <p style="text-align: right;"><i>OCM-31/13/10/2023</i></p>
14.	<p><b><u>TECHNICAL SERVICE &amp; TOWN PLANNING REPORT FOR AUGUST 2023 ANNEXURE H</u></b></p> <p><b><u>SUMMARY</u></b>  The report for August 2023 was submitted for discussion. After the discussion on the report the <b>Council RESOLVED:-</b></p> <ol style="list-style-type: none"> <li>1. Council takes note and acknowledges the report.</li> <li>2. No submission was received by the department.</li> </ol> <p>The item was moved by Hon. T.N. Garises and seconded by Hon. L. Iyambo</p> <p style="text-align: right;"><i>OCM-32/13/10/2023</i></p>
14.1	<ul style="list-style-type: none"> <li>• SUBDIVISION OF ERF 1000 EXTENSION 5, GROOTFONTEIN INTO 26 PORTIONS AND THE REMAINDER</li> <li>• REZONING OF PORTIONS 1-13 AND 24 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'LOCAL BUSINESS'</li> <li>• REZONING OF PORTIONS 14-23 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'RESIDENTIAL'</li> <li>• REZONING OF PORTIONS 25.26 re/1000 (OF ERF 1000), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'street'</li> <li>• SUBDIVISION OF ERF 1001 EXTENSION 5, GROOTFONTEIN INTO 23 PORTIONS AND THE REMAINDER</li> </ul>

T.N.G.

- **REZONING OF PORTIONS 1, 11-22 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'LOCAL BUSINESS'**
- **REZONING OF PORTIONS 2-10 (OF ERF 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'RESIDENTIAL'**
- **REZONING OF PORTION 23 and the remainder OF ERF 1001 (of erf 1001), EXTENSION 5 GROOTFONTEIN FROM 'INDUSTRIAL 1' TO 'street'**

#### **PURPOSE OF THE SUBMISSION**

The purpose of the application is to obtain the approval of the Council for Subdivision of Erf 1000 Extension 5, Grootfontein into 26 Portions and the Remainder, Rezoning of Portions 1-13 and 24 (of Erf 1000), Extension 5 Grootfontein from 'Industrial 1' to 'Local Business', Rezoning of portions 14-23 (of Erf 1000), Extension 5 Grootfontein from 'Industrial 1' to 'Residential', 1. Rezoning of portions 25,26 Re/1000 (of erf 1000), extension 5 Grootfontein from 'industrial 1' to 'street'. Subdivision of Erf 1001 Extension 5, Grootfontein into 22 Portions and the Remainder, Rezoning of Portions 1, 11-22 (of Erf 1001), Extension 5 Grootfontein from 'Industrial 1' to 'Local Business' and the Rezoning of Portions 2-10 (of Erf 1001), Extension 5 Grootfontein from 'Industrial 1' to 'Residential' and Rezoning of portion 23 and the remainder of erf 1001 (of erf 1001), extension 5 Grootfontein from 'industrial 1' to 'street'.

#### **A. Introduction**

An application has been received from Kamau Town Planning & Development Specialist Council for Subdivision of Erf 1000 Extension 5, Grootfontein into 24 Portions and the Remainder, Rezoning of Portions 1-13 and 24 (of Erf 1000), Extension 5 Grootfontein from 'Industrial 1' to 'Local Business', Rezoning of portions 14-23 (of Erf 1000), Extension 5 Grootfontein from 'Industrial 1' to 'Residential', Subdivision of Erf 1001 Extension 5, Grootfontein into 22 Portions and the Remainder, Rezoning of Portions 1, 11-22 (of Erf 1001), Extension 5 Grootfontein from 'Industrial 1' to 'Local Business' and the Rezoning of Portions 2-10 (of Erf 1001), Extension 5 Grootfontein from 'Industrial 1' to 'Residential'

#### **B. Applicant/Owner**

The owner is Mr Gerson Kandjambanga while the applicant is Kamau Town Planning & Development cc, P O Box 22296, Windhoek. The owner has granted the Power of Attorney to the applicant.

#### **C. Existing Zoning**

The respective erven are currently zoned 'Industrial 1'.

#### **D. Title Deeds Conditions**

There are neither conditions nor servitudes registered against the subject erven that may prohibit the proposed development. However there is a power line running through the erven and existing water and sewer reticulation

#### **E. Site Area**

Erf 1000 and 1001 Extension 5 Grootfontein lie on flat surfaces and respectively measure 11631 m2 and 11633m2 in extent. The respective erven are located in a predominantly industrial area to the west of the Grootfontein CBD

#### **F. Existing Site Development**

There are currently no existing developments on the Erf, however there is a power line running through the Erf and existing water and sewer reticulation.

#### **G. Site Situation**

The Erven located east and west of the Erf are zoned 'Industrial 1' as well, while the Erven north of the Erf are zoned 'Industrial 2'. The Erven south of the Erf vary in land use, of which most erven are zoned 'Residential' and

other land uses include the 'Local Authority', 'Business 2', 'Undetermined', and a 'Cemetery as depicted by locality plans in **Annexure A**.

#### **H. Applicant's Motivation**

The applicant's letter of motivation is attached on **Annexure A**.

"Grootfontein is the economic centre to surrounding ore mines, cattle and land cultivating farms. The town of Grootfontein is also a very famous tourist destination because of the then old fort military post. The town also boasts of favourable climate with sufficient rain for land cultivation and cattle breeding. Farmers around the town mostly farm with cattle, maize, peanuts, cotton, sunflower and sorghum. Further on, the town of Grootfontein is the shipping point for timber products from the Okavango region. . All these economic activities in and around the town make it viable for the proposed 'Local Business' zoned portions.

Given the activities that make up the economy of Grootfontein, urbanization rates will always be skyrocketing. As people migrate to Grootfontein in search of better living standards and investment opportunities, there will always be a high demand for residential properties. With ±4847 applicants on the housing waiting list, it is evident that there is a need for plots with residential purposes, It is for these reasons that Council should consider approving the proposed subdivision.'

#### **I. Public Consultation**

As per the new **Urban and Regional Planning Act, Act No 5 of 2018**, the public consultation was done as directed by Council. The public was notified within two newspapers the government gazette, notice were also placed on the Grootfontein Municipality Notice Board as well as erf and direct neighbours consultation will be undertaken. Objection period lapsed on 17 August 2023 of which no comments or objections were received

Attached is **Annexure "A"** as a full application.

After the discussion on the submission **the Council RESOLVED to approve;**

1. The subdivision of erf 1000 extension 5, Grootfontein into 26 portions and the remainder ;
2. The rezoning of portions 1-13 and 24 (of erf 1000), extension 5 Grootfontein from 'industrial 1' to 'local business';
3. The rezoning of portions 14-23 (of erf 1000), extension 5 Grootfontein from 'industrial 1' to 'residential';
4. The rezoning of portions 25,26 Re/1000 (of erf 1000), extension 5 Grootfontein from 'industrial 1' to 'street';
5. The subdivision of erf 1001 extension 5, Grootfontein into 23 portions and the remainder;
6. The rezoning of portions 1, 11-22 (of erf 1001), extension 5 Grootfontein from 'industrial 1' to 'local business';
7. The rezoning of portions 2-10 (of erf 1001), extension 5 Grootfontein from 'industrial 1' to 'residential' and
8. The rezoning of portion 23 and the remainder of erf 1001 (of erf 1001), extension 5 Grootfontein from 'industrial 1' to 'street' and
9. The compensation Fees due to council to be paid in full prior to Urban and Regional Planning Board Submission

The item was moved by Hon. L. Iyambo and seconded by Hon. T.N. Garises

OCM-33/13/10/2023

T.N.G.  
I.T.C



**MATTER ARAISING FROM THE (ENVIROMENTAL HEALTH REPORT)**

**The following submission were made during the council meeting:**

- 16. 1. The department must notify the public that household waste in plastic bags should not be disposed of in the streets but must be kept inside the premises.
- 2. Such house hold waste in plastic bags can only be placed on the street on the day of the scheduled collection by the Municipal truck.

OCM-39/13/10/2023

**MATTERS OF CONFIDENTIAL NATURE / UNDER CAMERA**

OCM-40/13/10/2023

16.1

**CLOSURE**

17. The meeting ended at 18:30

APPROVAL PROPOSED BY: \_\_\_\_\_

APPROVAL SECONDED BY: \_\_\_\_\_

  
 HON. TALITHA N. GARISES  
 MAYOR

  
 MR. INDILENI T. LUNGAMENI  
 ACTING: CHIEF EXECUTIVE OFFICER

