



Office of the  
Chief Executive Officer

*Our ref: Erf 2335 Osh-N Ext 4*  
*Enquiries: Ms. A. Amwaama*

24 November 2025

Nghivelwa Planning Consultants  
P.O. Box 40900  
Ausspannplatz  
Windhoek

Dear Mr. Ndakunda

**RE:WITHDRAWAL OF COUNCIL RESOLUTION NO. C08/28/09/2022/08TH /ODCM 2022 AND URBAN AND REGIONAL PLANNING BOARD ITEM NO.455/2022 (SUBDIVISION OF ERF 2335 OSHAKATI NORTH EXTENSION 4 INTO ERF A AND REMAINDER) // REZONING OF ERF 2335, OSHAKATI NORTH EXTENSION 4 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:500 TO "BUSINESS" WITH A BULK OF 1.0 // HELENA MWENENI IIPUMBU.// CONSENT TO COMMENCE WITH CONSTRUCTION WHILE THE REZONING PROCESS IS BEING FINALIZED.**

The above subject matter bears reference.

This letter serves to inform you that your above-mentioned application was discussed and approved at Council's ordinary meeting on 12<sup>th</sup> November 2025, vide **Council Resolution No. C08/05/11/2025/10TH /ODCM 2025** and the following was resolved:

- a) That the Council approved the withdrawal of Council Resolution No. **C08/28/09/2022/08th /ODCM 2022** and Urban and Regional Planning Board Item No. **455/2022 (Subdivision of Erf 2335, Oshakati North Extension 4 into Erf A and Remainder)**.
- b) That the application for the rezoning of Erf 2335, Oshakati North Extension 4, from "Single Residential" with a density of 1:500 to "Business" with a bulk of 1.0 is approved in terms 56 (2) & 57 of the Urban and Regional Planning Act No. 5 of 2018, subjected to the following conditions:
  - i. That approval is granted to commence construction while the rezoning process is being completed.
  - ii. The subject erf must only be used for the purposes which are in accordance with Oshakati Zoning Scheme, and the use or occupation of the erf shall at all times be subject to the provisions of the Zoning Scheme.

All official correspondences must be addressed to the Chief Executive Officer

  
Commercial Centre of  
*The North*



**Oshakati**  
TOWN COUNCIL

**Head Office:**  
906 Sam Nujoma Road  
Civic Center Oshakati  
P/Bag 5530, Oshakati  
Tel: +264 65 229500  
Fax: 065 220 435

Office of the  
Chief Executive Officer

Our: Erf 2335 Osh-N Ext 4  
Enquiries Ms. A. Amwaama

25 November 2025

The Secretary  
Urban and Regional Planning Board  
MINISTRY OF URBAN AND RURAL DEVELOPMENT  
Private Bag 13289  
WINDHOEK

**Attention: Mr. Tobias Newaya**

**SUBJECT: REZONING OF ERF 2335, OSHAKATI NORTH EXTENSION 4 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:500 TO "BUSINESS" WITH A BULK OF 1.0 // HELENA MWENENI IIPUMBU.**

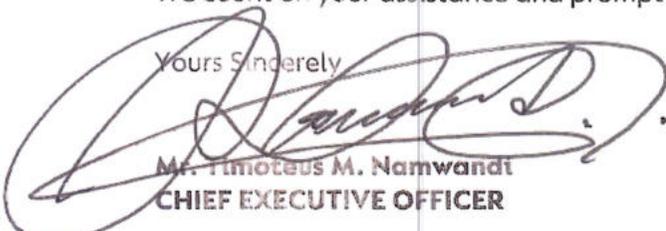
The Council has considered the above application and recommended it to the Urban and Regional Planning Board in terms of Section 109(2)(a) for consideration by the Board and approval by the Minister.

**Attached please find:**

- a) **The application and its accompanying documents (maps, etc.)**
- b) **Proof of notice referred to in Section 107(1);**
- c) **Objection (if any, decision taken); No objections received**
- d) **Council's recommendations (supported by a Full Council Resolution)**

We count on your assistance and prompt action.

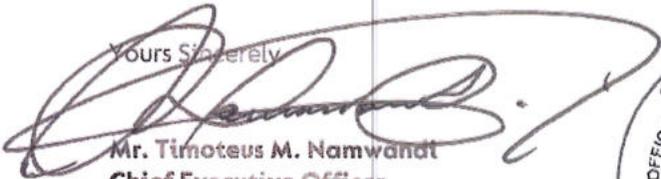
Yours Sincerely

  
Mr. Timoteus M. Namwandt  
CHIEF EXECUTIVE OFFICER



- iii. All costs pertaining to the rezoning and amendment of the Zoning Scheme be borne by the applicant.
- iv. That the approval is subject to Ministerial approval.
- v. That 25% betterment fees be charged in respect of Erf 2335, Oshakati North Extension 4 because the land has increased in value.
- vi. That the plans to be submitted adhere to the parking requirements as stipulated in the Oshakati Zoning Scheme.

Yours Sincerely



**Mr. Timoteus M. Namwand**  
**Chief Executive Officer**



L