

DEPARTMENT OF URBAN AND TRANSPORT PLANNING

✉ 59

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The Gateway to Endless Opportunities

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DATE: 23/09/2025

REF: L/Re/7349/KAT

**RITTA KHIBA PLANNING CONSULTANTS
P O BOX 22543
WINDHOEK**

Dear Madam

RE: SUBDIVISION OF THE REMAINDER OF ERF 7349, KATUTURA EXTENSION 17 INTO PORTION A AND REMAINDER AND SUBSEQUENT REZONING OF PORTION A OF THE REMAINDER OF ERF 7349, KATUTURA FROM PRIVATE OPEN SPACE TO BUSINESS WITH A BULK OF 1.0

The application was referred back to the applicant by the Town Planning Committee at its meeting held on 09 September 2025 due to the following:

1. The Remainder of Erf 7349 will not have access because full access is not allowed from Dortmund Street being an Arterial Road. A partial access can only be allowed from Dortmund Street on condition that there is a full access from an alternative street. However, the remainder portion does not have an alternative access point.
2. The Traffic Impact Assessment (TIA) did not address all the requirements.
3. That the applicant resubmits a layout and TIA which addresses the above by taking the following into consideration:
 - 3.1 The developer must submit development plans (stages) and minimum upgrading requirements for each stage. The development plans should include a clear cost breakdown, distribution and cost that will be for the developer's account, considering spare capacity which is utilised by the development before warranting upgrading. Such cost breakdown has still not been received by Council. Such cost can be recommended for offsetting against the betterment fee.
 - 3.2 The access roads to the development would require some upgrading to make the access functional. This needs to be clearly detailed at as part of the minimum upgrading required for functionality.
 - 3.3 The envisaged development must include minimum NMT requirements along Dortmund and Hans Dietrich Genscher Streets as part of the development, these can be clarified further during the planning stage.

All official correspondence must be addressed to the Chief Executive Officer

- 3.4 Clarity should be provided if the development will be enclosed or not and location of such access / control gates and needed stacking. This needs further consideration and is to be incorporated in the site development plan.
- 3.5 During the development stages it is proposed that a detailed site development plan, specifically traffic circulation, control gates, guard houses and appropriate stacking be submitted for approval being to the satisfaction of the Chief Engineer: Roads Planning, Design and Traffic Flow.
- 3.6 Functionality of two signalised intersections this close to each other along Hans Dietrich Genscher Street must be supported with a Sidra Analysis report with defined proposals on time scheduling plans.
4. The applicant signs a development agreement with Council, employ an Engineer or Engineering firm, to design and supervise all upgrading work on Council land.
5. For general business use, minimum 1 parking bay be provided per 33m² of utilised bulk on site.
6. No sidewalk parking will be allowed along Dortmund Street.
7. That the applicant list the type of business activities to be conducted on the proposed Portion A of the Remainder of Erf 7349.
8. That the applicant list proposed commercial activities that are planned for the proposed Portion A of the Remainder of Erf 7349.
9. Upon resubmission of the application after the above is addressed and should the application be in favour of Municipal Council of Windhoek, the applicant must take note of the following:
 - 9.1 The applicant is required to conduct an Environmental Assessment and obtain an Environmental Clearance Certificate from the Environmental Commissioner Officer in order to rezone from Private Open Space to Business prior to submitting the application to the Urban and Regional Planning Board.
 - 9.2 That the Remainder of Erf 7349 will not have direct access to a municipal water and sewer connection point due to the subdivision. The subdivision will be subject to the submission and approval of an Engineering Design for water and sewer provision as stipulated by the Infrastructure Water and Technical Services Department, prior to the submission of the application to the Urban and regional Planning Board. The designs will have to be drawn and submitted by a Registered Professional Engineer.

Please take note that the current public participation (advertisements) remain valid for a period of 1 year. A totally new application inclusive of new public participation and submission fee will be applicable should the traffic concerns not be resolved within the 1-year validity advertisement period.

Yours faithfully



Ms. R. Kwenani
TOWN PLANNER

