

OFFICE OF THE CHIEF EXECUTIVE OFFICER

☒ 59
80 Independence Avenue
WINDHOEK, NAMIBIA



Tel: (+264) 61 290 2615

Fax: (+264) 61 290 2344

www.cityofwindhoek.org.na

Enquiries: Mrs. H. Hamata
Email: hih@windhoekcc.org.na
Tel nr: +264 61 290-2375

Date: 07/11/2024
Ref: L/ Otjomuise, Extension. 12

HEH Urban Nest Creations
P.O. Box 4453
WALVISBAY

Dear Madam

APPLICATION FOR THE SUBDIVISION OF PORTION 304 OF WINDHOEK TOWN AND TOWNLAND NO. 31 AND SUBSEQUENT TOWNSHIP ESTABLISHMENT TO BE KNOWN AS OTJOMUISE EXTENSION 12

Reference is herewith made to your application regarding the above-mentioned subject matter, resolved during the Municipal Council of Windhoek meeting held on 29th August 2024.

Council per Resolution **192/08/2024** approved your application as per the attached resolution. Also find attached, supporting layouts as approved by the Council for inclusion in your statutory submission to the Urban and Regional Planning Board.

You are herewith requested to compile a submission in the format as indicated on the “*checklist for applications to be submitted to Urban and Regional Planning Board*”, in triplicate and in electronic copy.

The city will upon receipt thereof, attach the CEO’s letter and other accompanying documents for further submission to the Urban and Regional Planning Board in terms of Section 109(2)(a) for consideration by the Board and approval by the Minister.

Trusting that you find the above in good order.

Yours faithfully,

H. Hamata
Section Head: Spatial and Statutory Planning