



STEWART PLANNING
TOWN & REGIONAL PLANNERS

First Floor 122 on Main
122 Sam Nujoma Avenue

P.O. Box 2095
Tel: (064) 280 770

Reference: 3214 WB

10 November 2025

Customer Care
Walvis Bay Municipality

SUBJECT: REQUEST FOR NEIGHBOURS INFORMATION

We intend to submit an application on Erf 3214 Walvis Bay. In terms of the Urban and Regional Planning Act of 2018, we need to notify directly adjacent property owners of the application. Will you please provide contact details of the following property owners?

1. Erf 3122 Walvis Bay

Name & Surname: *Carapau Fishing*
Contact No: T.
E. *victoria@carapau.com.na.*
Postal Address: *5567 WBay.*

2. Erf 3123 Walvis Bay

Name & Surname: *Radio Electronic Pty Ltd.*
Contact No: T. *0811297183*
E. *eg@re.com.na*
Postal Address: *670 WBay.*

3. Erf 3213 Walvis Bay

Name & Surname: *LG Visser*
Contact No: T. *0812571980*
E. *anchen@gender.com.na*
Postal Address: *137 WBay.*

4. Erf 3215 Walvis Bay

Name & Surname: WP Deidenkis
Contact No: T. 081 306 5708
E. wilfie.deidenkis@gmail.com
Postal Address: 6448 WB

5. Erf 3226 Walvis Bay

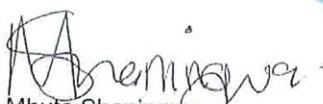
Name & Surname: E O Ipinge
Contact No: T. 203441
E.
Postal Address: 3907 WB

6. Erf 3227 Walvis Bay

Name & Surname: I Dausab
Contact No: T. 081 403 7412
E.
Postal Address: 900 WB

The information can be clearly written or scanned and emailed to mbute@sp.com.na

Kind regards


Mbute Shaningwa
Stewart Planning

SAMPLE



STEWART PLANNING
TOWN & REGIONAL PLANNERS

First Floor CLA Building
84 Theo Ben Gurirab Street
Walvis Bay

P.O. Box 2095
Tel: (064) 280 770
Email: mbute@sp.com.na

Reference: 3214 WB

18 November 2025

NOTICE TO NEIGHBOURS: PROPOSED REZONING OF ERF 3214 WALVIS BAY

Take note that Stewart Planning – Town & Regional Planners intends to apply, on behalf of the owner of Erf 3214 Walvis Bay for the rezoning of the property from Single Residential (1:300m²) to General Business (Bulk 2.0).

Erf 3214 Walvis Bay measures ±1 026m² and is situated along 6th Street. The intention of this rezoning is to acquire the land use rights needed to establish a mixed-use development comprising retail and offices as business development and flats and/or apartments in a multi-story development in the long term, in accordance with the General Business development parameters set out in the Walvis Bay Zoning Scheme.

The application is submitted in terms of the Urban and Regional Planning Act, 2018 (No.5 of 2018) and in terms of the Walvis Bay Zoning Scheme. The background information document is available upon request from Ms. Shaningwa : mbute@sp.com.na or can be inspected during normal office hours, at Room 101 of the Roads and Building Control Department of the Municipality of Walvis Bay situated at Civic Centre, Walvis Bay.

Take note that any person having objections or comments to the application must lodge such objections or comments, together with the grounds thereof, in writing with the Chief Executive Officer of the Municipality of Walvis Bay and Stewart Planning within fourteen (14) days of the last publication of this notice to the address provided below. Written objections or comments must be submitted before 17:00, Friday, 12 December 2025.

Local Authority:

Chief Executive Officer
Municipality of Walvis Bay
Private Bag 5017, Walvis Bay
Tel: 064 201 3229
Email: townplanning@walvisbaycc.org.na

Applicant:

Stewart Planning
Town & Regional Planners
P.O. Box 2095, Walvis Bay
Tel: 064 280 770
Email: mbute@sp.com.na

If you have any questions regarding the proposed rezoning and subdivision, please do not hesitate to contact our office.

Yours faithfully,

Mbute Shaningwa
Town Planning Officer

 STEWART PLANNING
TOWN & REGIONAL PLANNERS

Tel: +264 64 280 770 | Email: mbute@sp.com.na



STEWART PLANNING
TOWN & REGIONAL PLANNERS

COMMENT FORM

APPLICATION: REZONING OF ERF 3214 WALVIS BAY.

Name: _____

Address: _____

Telephone: _____

I, the owner of **Erf _____ Walvis Bay**

Do not object to

Please tick where applicable, for example:

Object to

The rezoning of **Erf 3214 Walvis Bay** from Single Residential (1:300) to General Business (Bulk 2.0).

Please state your comments :

Signature: _____

Date: _____

Kindly take note that comments should reach me by 12 December 2025.



LIST OF REGISTERED ITEMS POSTED

by

STEWART TOWN PLANNING cc
P O BOX 2095
WALVIS BAY



Registration
No

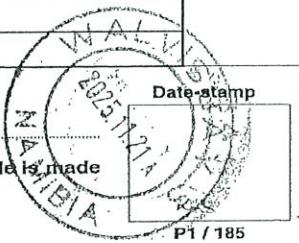
Sender's Reference No	Addressee's Name and Address	Registration No
1 3226	E O lipinge P O Box 3907 Walvis Bay	 BA 001 345 864 NA
2 3227	I Dauseb P O Box 900 Walvis Bay	 BA 001 345 878 NA
3		
4		
5		
6		
7		
8		
9		
10		

studio print 13647

Number of Items

... Received by

No compensation will be considered unless enquiry regarding this postal article is made within one year after the date of posting.



Date-stamp

NANPOST

VAT Reg No: 0024451015

Branch: Valsbay

Date: 21/11/25

Time: 11:11:05

Counter: 6 SAARAPH

STOCKUNIT03

Qty Product	Price VAT
-------------	-----------

2 Letter	\$14.60
Registered Mail	\$86.40
(Registered Item No)	
(P1 185 Form No)	
(Recipient Name:2 LETTERS ON LIST)	
(Address Line 1:FROM)	
(Address Line 2:STEWART PLANNING)	
(Address Line 3:BOX 2095)	
(Address Line 4:W BAY)	
PrePaid	-\$111.00

Net	-\$12.57
-----	----------

Tax Code	Amount	Total Tax
VAT A (0%)		
VAT B (15%)	\$83.83	\$12.57

Total	\$0.00
-------	--------

Name: STEURT PLANNING
Address: BOX 2095
W BAY

Receipt No: 264-13101-6-1306973-2

THANK YOU FOR USING YOUR POST OFFICE
DANKIE DAT U DIE POSKANTOOR GEBRUIK
TANGI ESHI HOLONGIFA OPOOSA YOVE

Neighbours Notification: Proposed rezoning of Erf 3214 Walvis Bay

From Mbute Shaningwa <mbute@sp.com.na>

Date Tue 11/18/2025 4:40 PM

To anchen@gendev.com.na <anchen@gendev.com.na>

0 3 attachments (1 MB)

3214 WB_ Notice Letter to Adjacent Neighbours.pdf; Comment Form_3214 WB.pdf; 3214 WB_Locality & Zoning Plans.pdf;

Dear Sir/Madam,

I trust this message finds you well.

We, at Stewart Planning – Town and Regional Planners, are currently in the process of submitting an application to the Walvis Bay Municipality and the Urban and Regional Planning Board for the following:

- **Rezoning of Erf 3214 Walvis Bay (6th Street) from “Single Residential” with a density of 1:300 to “General Business” with a bulk factor of 2.0 and the subsequent application for an Environmental Clearance Certificate.**

As part of the statutory process, adjacent property owners are required to be notified and afforded the opportunity to comment or object, should they wish to do so.

As the registered owner of **Erf 3213 Walvis Bay**, we hereby notify you of the above-mentioned application.

Kindly find attached the following for your reference:

- Neighbour's notice letter
- Comment form
- Locality and consolidation plan

Should you have any comments or objections, please complete **the comment form** and return it to us at your earliest convenience.

Please note that the deadline for submitting any comments or objections is 17:00 on Friday, 12 December 2025.

Should you have any questions or require further clarity, please do not hesitate to reach out.

Kind regards,

Mbute Shaningwa

Town Planning Officer



122 Sam Nujoma Avenue | First Floor, 122 On Main | PO Box 2095 Walvis Bay

Tel: (064) 280 770 | Email: mbute@sp.com.na | Website: www.sp.com.na

Notice to owner of Erf 3215 Walvis Bay

Neighbours Notification: Proposed rezoning of Erf 3214 Walvis Bay

From Mbute Shaningwa <mbute@sp.com.na>

Date Tue 11/18/2025 4:45 PM

To williediederiks@gmail.com <williediederiks@gmail.com>

3 attachments (1 MB)

3214 WB_Note Letter to Adjacent Neighbours.pdf; Comment Form_3214 WB.pdf; 3214 WB_Locality & Zoning Plans.pdf;

Dear Sir/Madam,

I trust this message finds you well.

We, at Stewart Planning – Town and Regional Planners, are currently in the process of submitting an application to the Walvis Bay Municipality and the Urban and Regional Planning Board for the following:

- **Rezoning of Erf 3214 Walvis Bay (6th Street) from “Single Residential” with a density of 1:300 to “General Business” with a bulk factor of 2.0 and the subsequent application for an Environmental Clearance Certificate.**

As part of the statutory process, adjacent property owners are required to be notified and afforded the opportunity to comment or object, should they wish to do so.

As the registered owner of **Erf 3215 Walvis Bay**, we hereby notify you of the above-mentioned application.

Kindly find attached the following for your reference:

- Neighbour's notice letter
- Comment form
- Locality and consolidation plan

Should you have any comments or objections, please complete **the comment form** and return it to us at your earliest convenience.

Please note that the deadline for submitting any comments or objections is 17:00 on Friday, 12 December 2025.

Should you have any questions or require further clarity, please do not hesitate to reach out.

Kind regards,

Mbute Shaningwa

Town Planning Officer



122 Sam Nujoma Avenue | First Floor, 122 On Main | PO Box 2095 Walvis Bay

Tel: (064) 280 770 | Email: mbute@sp.com.na | Website: www.sp.com.na



Outlook

Notice to owners of Erf 3122 Walvis Bay

FW: Neighbours Notification: Proposed rezoning of Erf 3214 Walvis Bay

From Victoria Luanda <victoria@carapau.com.na>

Date Tue 11/18/2025 4:47 PM

To Garden Henga <garden@carapau.com.na>

Cc Louis Maletzky <louis@carapau.com.na>; Lenniveve Dedeckind <lenniveve@carapau.com.na>; Mbutu Shaningwa <mbute@sp.com.na>

0 3 attachments (1 MB)

3214 WB_Note Letter to Adjacent Neighbours.pdf; Comment Form_3214 WB.pdf; 3214 WB_Locality & Zoning Plans.pdf;

Dear Management,

Kindly find attached the rezoning notice and comment form for the erf adjacent to ours.

Kindly peruse and action where necessary.

Kind regards,



Victoria Luanda
Personal Assistant to the General Manager

Carapau Fishing (Pty) Ltd

Tel: +264 64 207 470

Fax: +264 64 207 471

E-mail: victoria@carapau.com.na

Web: www.carapaufishing.com



Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast, a leader in email security and cyber resilience. Mimecast integrates email defenses with brand protection, security awareness training, web security, compliance and other essential capabilities. Mimecast helps protect large and small organizations from malicious activity, human error and technology failure; and to lead the movement toward building a more resilient world. To find out more, visit our website.

From: Mbute Shaningwa <mbute@sp.com.na>
Sent: Tuesday, 18 November 2025 4:40 pm
To: Victoria Luanda <victoria@carapau.com.na>
Subject: Neighbours Notification: Proposed rezoning of Erf 3214 Walvis Bay

Dear Sir/Madam,

I trust this message finds you well.

We, at Stewart Planning – Town and Regional Planners, are currently in the process of submitting an application to the Walvis Bay Municipality and the Urban and Regional Planning Board for the following:

- **Rezoning of Erf 3214 Walvis Bay (6th Street) from “Single Residential” with a density of 1:300 to “General Business” with a bulk factor of 2.0 and the subsequent application for an Environmental Clearance Certificate.**

As part of the statutory process, adjacent property owners are required to be notified and afforded the opportunity to comment or object, should they wish to do so.

As the registered owner of **Erf 3122 Walvis Bay**, we hereby notify you of the above-mentioned application.

Kindly find attached the following for your reference:

- Neighbour's notice letter
- Comment form
- Locality and consolidation plan

Should you have any comments or objections, please complete **the comment form** and return it to us at your earliest convenience.

Please note that the deadline for submitting any comments or objections is 17:00 on Friday, 12 December 2025.

Should you have any questions or require further clarity, please do not hesitate to reach out.

Kind regards,
Mbute Shaningwa
Town Planning Officer



122 Sam Nujoma Avenue | First Floor, 122 On Main | PO Box 2095 Walvis Bay

Tel: (064) 280 770 | Email: mbute@sp.com.na | Website:
www.sp.com.na

Neighbours Notification: Proposed rezoning of Erf 3214 Walvis Bay

From Mbute Shaningwa <mbute@sp.com.na>

Date Tue 11/18/2025 4:40 PM

To eg@re.com.na <eg@re.com.na>

0 3 attachments (1 MB)

3214 WB_Note Letter to Adjacent Neighbours.pdf; Comment Form_3214 WB.pdf; 3214 WB_Locality & Zoning Plans.pdf;

Dear Sir/Madam,

I trust this message finds you well.

We, at Stewart Planning – Town and Regional Planners, are currently in the process of submitting an application to the Walvis Bay Municipality and the Urban and Regional Planning Board for the following:

- **Rezoning of Erf 3214 Walvis Bay (6th Street) from “Single Residential” with a density of 1:300 to “General Business” with a bulk factor of 2.0 and the subsequent application for an Environmental Clearance Certificate.**

As part of the statutory process, adjacent property owners are required to be notified and afforded the opportunity to comment or object, should they wish to do so.

As the registered owner of **Erf 3123 Walvis Bay**, we hereby notify you of the above-mentioned application.

Kindly find attached the following for your reference:

- Neighbour's notice letter
- Comment form
- Locality and consolidation plan

Should you have any comments or objections, please complete **the comment form** and return it to us at your earliest convenience.

Please note that the deadline for submitting any comments or objections is 17:00 on Friday, 12 December 2025.

Should you have any questions or require further clarity, please do not hesitate to reach out.

Kind regards,

Mbute Shaningwa

Town Planning Officer



122 Sam Nujoma Avenue | First Floor, 122 On Main | PO Box 2095 Walvis Bay

Tel: (064) 280 770 | Email: mbute@sp.com.na | Website: www.sp.com.na