

PROCEDURE AND THRESHOLDS FOR LAND SUBDIVISIONS/ CONSOLIDATION

Procedure for applications from 1plot to 20plots.

1. Land subdivision application submitted to the Physical Planning Department (See attached application form)
2. Attach working drawing/ subdivision plan)
3. Field visit by the physical planners
4. Payment receipts
5. Issuing of a “ No”/ planning objection notice(Planning Comment)
6. Issuing of “Instruction to survey by the District Staff Surveyor.
7. Plotting of the approved application by the Cartographer

Note: Files under the above threshold will have to be ratified by the DPPC

Procedure for applications from 20plots to 100+ plots

1. Land subdivision application submitted to the Physical Planning Department (See attached application form)
2. Attached physical development Plan (Master plan)
3. Field visit by the physical planners
4. Payment receipts
5. Consideration of the master plan by the DPPC in case of plot thresholds beyond 20 plots
6. Approval of the master plan
7. Issuing of a “ No”/ planning objection notice(Planning Comment)
8. Plotting of the approved application by the Cartographer
9. Issuing of “Instruction to survey by the District Staff Surveyor.