

CENTRAL DISTRICT COUNCIL

PHYSICAL PLANNING DIVISION

(2) DEVELOPMENT CONTROL AND ENFORCEMENT

(A) SERVICE DESCRIPTIONS

Undertake Development Control and enforcement. This involved issuance of planning permission for all developments in planning areas as well as confirmation of zoning for licenses and other permits. This aspect of service includes granting permission to all types of developments, subdivision of land, consolidation of land, changes of land use, advertisement and hoarding signs.

(B) HOW DO I OBTAIN THE SERVICE

Any customer who wants this service should contact any Physical Planning Office in the Central District Council.

(C) HOW DO I APPLY FOR THE SERVICE/ REQUIREMENTS

Application for planning permission to develop any particular land involves /submission of:

- block or site plan, building plans (where applicable),
- Location plan (where applicable- with street names and plot numbers. The plot should be highlighted to clearly distinguish it from other plots.);
- proof of ownership either in the form of a title deed, certificate, lease or an offer letter;
- Complete/fill 3 copies of Planning and Building application forms.
- Other additional requirements are given during pre-application stage.

(D) COST INVOLVED IN OBTAINING THE SERVICE

Service is offered at a fee (Perusal fee);

- Perusal fee varies depending on the type and scale of development proposals. For example, perusal fees for development proposal range from P90 to P990 + P0.50 per square meter for developments which are more than 1000m².
- Other fees such as advertisement billboards entirely depend on the size of the proposal.
- To obtain the latest fees please visit the below web site or call below offices.

(E) WHERE CAN I GET THE INFORMATION

Customers can acquire information on this service in all physical planning offices, public relations office and organization's website (www.cdc.gov.bw). Moreover, brochures with all

planning information for specific development proposals can be obtained in all Physical Planning Offices in the Sub-districts and Administrative Authorities, these being

Boteti: (297 8278)

Mahalapye: (4713323)

Tutume: (2987217/232/219)

Bobirwa: (2619274)

Tonota: (2484248)

Serowe: (4631138)

Palapye Administration Authorities: (4921092)

OR Call Serowe CDC Headquarters @ 4630411 and Customer Care Toll Free Number

0800 600 796