



**MINISTRY OF NATURAL RESOURCES,
PETROLEUM AND MINING**

PROVISIONAL APPROVAL TO SUBDIVIDE LAND

Note: All applications must be addressed to: -

**Chairman
Land Utilization Authority
c/o Principal Planner
Physical Planning Section
Lands and Surveys Department**

To avoid delay in the processing of this application, supply **ALL** the required information. Fill out all sections completely and supply clear and concise answers. Please note that no applications will be accepted or assigned instrument numbers if they are deemed to be incomplete upon submission attempt, and shall be returned to the applicant pending completion.

(1) **NAME OF APPLICANT:** _____

Telephone No: _____ Email Address: _____

(2) **ADDRESS OF APPLICANT:** _____

(3) **NAME OF LANDOWNER:** _____

Telephone No: _____ Email Address: _____

(4) **ADDRESS OF LAND OWNER:** _____

(5) **NAME OF COMPANY OWNING LAND:** (if applicable) _____

(a) Nationality

Name of Major

(b) Shareholder/Shareholdings

(6) **LAND TAXES – HAVE ALL TAXES BEEN PAID?** Yes No

If yes attach Tax Statement showing zero balance.

(7) **LOCATION OF LAND:** (please complete below as applicable).

(a) Name of Property/Subdivision: _____

(b) Lot No: _____

(c) Parcel No: _____

(d) Block No: _____

(e) Land Registration Area: _____

(f) Name and Number of Street: _____

(g) Name of City/Town/Village: _____

(h) Name of District: _____

(8) **PROPERTY:**

- (a) Total area of land to be subdivided _____
- (b) No. of lots proposed _____
- (c) Total area of open space _____
- (d) Lot size range from _____ to _____

Note: Recommended minimum lot sizes for residential purposes are 5,445 sq. ft. (506 sq. m; 605 sq. yd.) in high density/urban areas, 7,275 sq. ft. (676 sq. m; 808 sq. yd.) in medium density areas, and 10,890 sq. ft. (1,012 sq. m; 1,210 sq. yd.) in low-density/rural areas. Agricultural lots are to be 5 acres minimum each.

(9) **LAND USE** –(place an X in the appropriate box)

- (a) Present use of land: **Agricultural** **Residential** **Commercial**
Industrial **Ruin** **Other (specify)**

Provide details of Use: _____

- (b) Proposed use of land: **Agricultural** **Residential** **Commercial**
Industrial **Other (specify)**

Provide details of Use: _____

- (c) All lots or parcels resulting from the subdivision are to be numbered consecutively with no numbers on Open Space / Green Areas.
- (d) Number and use of buildings existing on the land. Show this on proposed plan (drawn to scale and showing setback from property boundary and other structures).
- (e) Covenants which may be breached by proposed subdivision.
- (f) Is there any plans to further subdivide? **Yes** **No**
If yes, attach comprehensive long-term design.

(10) **AMENITIES AND UTILITIES:**

A. Kindly indicate which or combinations of the following are intended to be used: -

POTABLE WATER	SOLID WASTE MANAGEMENT	LIQUID WASTE MANAGEMENT
1.Existing Municipal System	1.Existing Municipal System	1.Existing Municipal System
2.Rudimentary System	2.Private Contractor	2.Individual Sewerage System
a) Individual Tanks/Vats b) Individual Wells c) Desalination Plant d) River e) Well f) Spring	a)Sanitary Landfill b) Incineration c) Barging to mainland for final disposal d) Composting e) Grinding f) Recycling g) Land Reclamation	a)Sewerage Pond/lagoon with final effluent disposal to _____ b)Individual septic tank/soakaway/leach field c)Ventilated Improved Pit (VIP) toilet d)Compost Toilet e)Package plant with final effluent disposal to _____ f)Chemical toilet

B. Nearest educational facilities _____ **Miles, Yards, Feet**

Primary School **Secondary School**

Day Care Centre **College** **Preschool**

C. Nearest health facilities _____ Miles, Yards, Feet

Hospital **Health Centre**

(11) DOCUMENTS:

Please supply copies of the following:

- (a) A certified copy of the title document of the land subject to the subdivision;
- (b) A certified copy of the Land Register with month of application (provided the land lies within a Declared Registration Area).
- (c) A Mortgage Declaration duly signed in front of a Justice of the Peace (for all lands in non-declared areas).
- (d) A Development Declaration duly signed in front of a Justice of the Peace.
- (e) Electronic Copy of Proposed Plan.
- (f) Company documents. *(if applicable)*
- (g) A valid form of identification of the proprietor
- (h) An authorization letter and a valid form of identification of the applicant (if the applicant is so doing on the proprietor's behalf)
- (i) A tax statement showing that all outstanding taxes have been paid.

Place an X in the appropriate box indicating that the following have been submitted.

- (i) Location Plan showing the parcel of land proposed for subdivision in relation to the geographic location and surrounding lands: **YES** **NO**
- (ii) Detailed Subdivision Plan drawn to Scale **YES** **NO**
- (iii) Location of swamps, hills, caves, rivers, creeks whether permanent or periodical, Drains, sinkholes, lagoons, coastline, ancient monument or ruins. **YES** **NO**
- (iv) Location of any easement or rights of way to which the land is subject **YES** **NO**
- (v) Contour Plan **YES** **NO**

I hereby certify that all information and answers provided on this application are complete and true to the best of my knowledge.

Signed _____ Date: _____

Received this _____ day of _____, _____ Officer

** APPLICATION WILL NOT BE ACCEPTED IF REQUIRED DOCUMENTS ARE NOT ATTACHED. APPLICATION MUST BE HAND-DELIVERED TO THE DEPARTMENT*

For official use only

	RECOMMENDED	SIGNATURE	DATE
PRINCIPAL PLANNER	YES <input type="checkbox"/> NO <input type="checkbox"/>		
COMMISSIONER	YES <input type="checkbox"/> NO <input type="checkbox"/>		
HON. MINISTER	YES <input type="checkbox"/> NO <input type="checkbox"/>		

COMMENTS: _____
