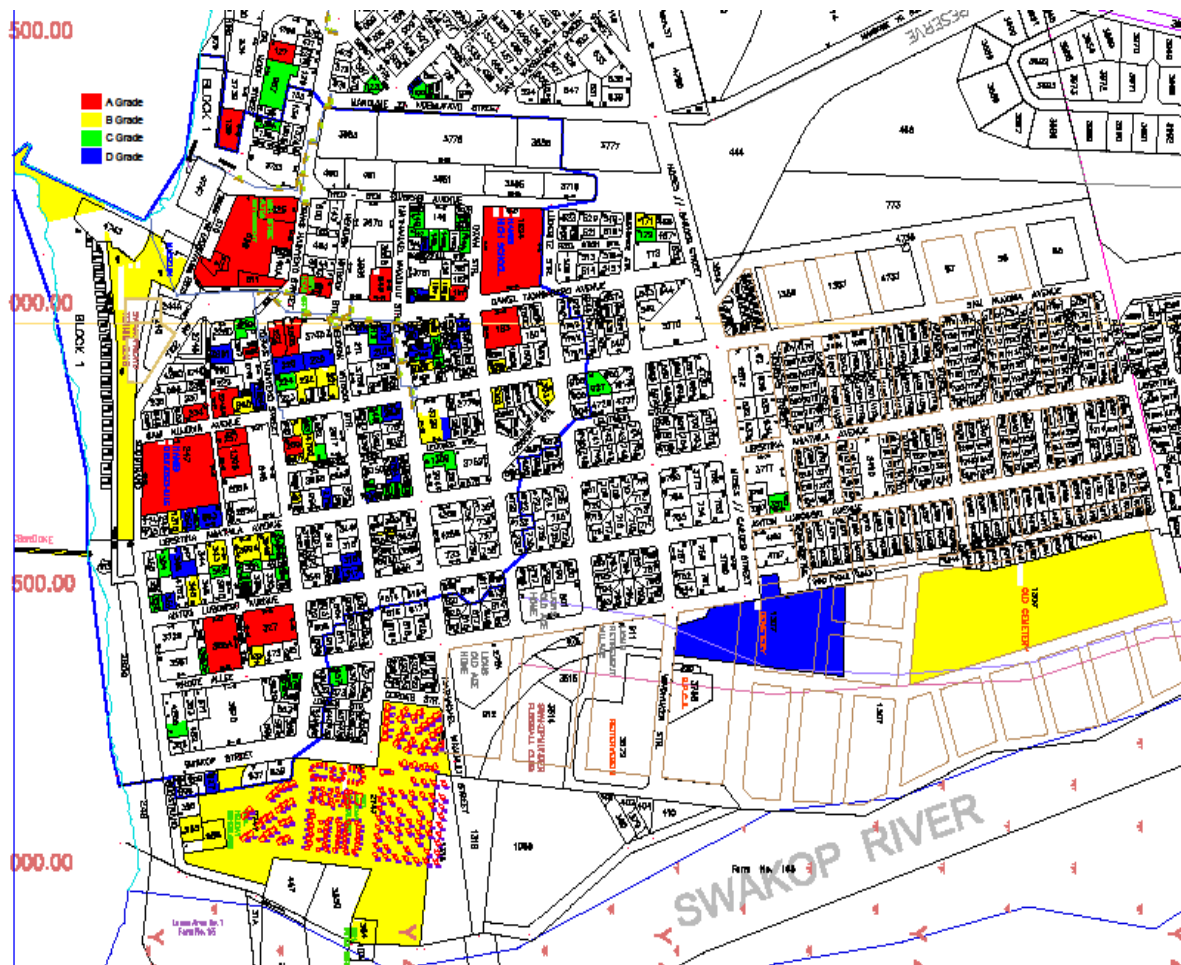


# SWAKOPMUND'S CONSERVATION AREA

The Swakopmund Municipality established an Aesthetics Committee in terms of the National Heritage Act. As Swakopmund is the only town in Namibia with a proclaimed Conservation Area, this committee has the responsibility to scrutinize and evaluate applications for changes to, additions to existing buildings as well as the erection of new buildings within not only the Conservation Area of Swakopmund, but also in sensitive cases outside the Conservation Area of Swakopmund. Factors to be considered by the committee are appropriate visual setting i.e. bulk, form, scale, height, character, colour, texture and materials.



Section 54(1) of the National Heritage Act. 2004 (Act No 27 of 2004) declares the area of which the geographic boundaries are set out in the Schedule to be a conservation area on the grounds in that subsection. (As per Government Gazette 1 September 2006 No. 3688, No. 260, 2006)

***"From the point where the southwestern boundary of erf 979 meets the Atlantic Ocean in a generally southerly direction along that coast including the Mole Head up to a point parallel to the southern boundary of Swakop Street, thence eastwards up to the north-western corner of Erf 397, thence southwards along the western boundary of erven 397 and 396, thence eastwards along the southern boundaries of erven 396 to 638, thence in a northeasterly direction along the eastern boundaries of Erf 638 across Swakop Street to the southeastern corner of erf 442, thence in a northeasterly direction along the eastern boundaries of erven 442 and 441 across Linden Street along the eastern boundaries of erven 432 and 431, thence across Rhode Allee continuing in a northern and northeasterly direction along the eastern boundary of Erf 609 and the southern boundaries of erven 608, 604, 605, 606 across Hendrik Witbooi Street along the southern boundaries of erven 614 and 615, thence across Nathanael Maxuilili Street along the southern boundaries of erven 808, 809, 811 and 812, thence along the eastern boundary of Erf 812 across Anton Lubowski Avenue in a generally easterly direction to the southeastern boundary of Erf 731, thence in a northerly direction along the eastern boundaries of erven 731, 732 and 721 across Libertine Amathila Avenue along the eastern boundary of Erf 680, thence in an easterly direction along the southern boundaries of erven 681 and 681, thence in a northeasterly direction across Leutwein Street along the southern boundary of Erf 904 thence in a northerly direction along the eastern boundaries of erven 904, 905 and 906, thence across Sam Nujoma Avenue in a northerly direction along the eastern boundaries of 179/1, 179/2, 179/3 and 179/4, thence in a northwesterly direction across Daniel Tjongarero Avenue to the southeastern boundary of Erf 1624, thence along the eastern boundary of that Erf, thence in a northeasterly direction across Theo-Ben Gurirab avenue to the southeastern boundary of Erf 3718, thence along the eastern boundary of the Erf and Erf 3656, thence in a westerly direction along the northern boundary of Erf 133 to the point where it meets the eastern boundary of Erf 957, thence from that point in a southerly direction along the eastern boundaries of erven 957 and 135, thence in a westerly direction along the southern boundary of Erf 135 across Ludwig Koch Street to the Northern most point of Erf 139 thence along the eastern, southern and western boundaries of Erf 139 and continuing along the western boundary of Erf 3739 up to and along the southern boundary of Erf 979 to the point of where it meets the Atlantic Ocean."***

The objective is to protect the existing character of the town and to ensure that such developments within this area enhance the built environment and create harmony amongst existing buildings and that they will not negatively affect the Conservation Area. Special attention will be given to proposed changes to listed buildings.

All applications within the Conservation Area of Swakopmund must be considered by the Aesthetics Committee, except additions which are not visible from the street and do not affect the integrity of buildings older than 50 years.

Any external renovations, new colour schemes, elemental additions and changes of facadal material in the Conservation Area must also be submitted to the Aesthetics Committee.

**Approved aesthetical plans will lapse after 12 months from the date of such approval, if construction has not commenced.**

In terms of the Architect's Act, 1979 (Act 13 of 1979) Part 3, section 18, only plans from Architects registered with the Namibia Council for Architects and Quantity Surveyors, and the Namibia Institute of Architects will be considered for approval, for buildings in excess of 500m<sup>2</sup>, Industrial Buildings excluded.

**That any aesthetical submission, which was approved may not be altered or modified after the approval, whether it be by way of structural elements, in appearance or by colour scheme, or other decorative change. If alterations become necessary these must be submitted for aesthetical approval prior to any of these alterations being carried out on site.**

That according to the Architect's Act, in terms of submissions from Architectural Technicians, only submissions which are smaller than 500m<sup>2</sup> in area, and buildings not considered to be public buildings may be considered for approval, as the Act clearly enumerates all buildings on which an Architectural Technician may not submit or carry out work.

That any building 50 years old or older which require to be demolished for new developments within the conservation area be submitted to Council for aesthetical approval, together with plans for the required new development as stipulated in the National Heritage Act.

That projects outside the Conservation Area with a floor area larger than 800m<sup>2</sup> also be submitted to Council for aesthetical approval, Industrial Buildings within the Industrial Area excluded.

1. The applicant must submit a detailed written application to the Secretary of the Aesthetic Committee. (See below for requirements for such applications).
2. The application, if complete and if it meets the submission requirements, will be registered.
3. The application will be scrutinized by the Planner: Town and Special Projects for adherence to the Town Planning Scheme.
4. Applications that do not meet the requirements of the Town Planning Scheme will be returned to the applicant.
5. Qualifying applications will be submitted to and be evaluated by the Aesthetics Committee of the Swakopmund Municipality.
6. Should an application not be approved by the Aesthetics Committee it will be returned to the applicant with comments on the identified shortcomings that have to be addressed before a re-evaluation.
7. Should an application be approved it will be forwarded to the applicant for submission to the National Heritage Council for consideration.

8. Should the National Heritage Council approve such application, they will date stamp and return same to the applicant.
9. Thereafter the drawings approved by Swakopmund Municipality's Aesthetics Committee and the National Heritage Council will be submitted to the Swakopmund Municipality's Engineering Department who will submit the application to the Management Committee of the Swakopmund Municipality for consideration and recommendation to the Municipal Council of Swakopmund where applicable.
10. Should same be approved by the Municipal Council of Swakopmund, the applicant will be informed accordingly, where after he/she may proceed to submit building plans to the Building Control section of the department of Engineering Services for approval in terms of the Town Planning Scheme and the Building Regulations.

It is important that prior to the submission of an application, architects confirm with the office of the General Manager: Engineering Services what the requirements of the Town Planning Scheme and the Building Regulations are in order to ensure that a submission complies with both. Applications not complying will not be evaluated.

It is also important to note that under no circumstances may the sequence of the above process be deviated from for example where an application is first submitted to the Heritage Council of Namibia before and only then submitted for evaluation by the Municipality of Swakopmund.

In such cases the process will be repeated and valuable time will be lost.

Submissions for consideration must meet the following requirements:

1. Written letter motivating the project.
2. Location Plan showing the position of the erf in town.
3. Site plan with building lines and erf boundary dimensions, also showing new and existing structures.
4. Plans of all floors of the building/s.
5. Colour + rendered elevations of all sides of the building/s (also "back" elevations)
6. A section through the building showing all relevant heights especially overall heights to roof tops + towers.
7. Artist's impression of the building showing the building in context with its neighbouring buildings.
8. Digital Photograph/s of the site before any demolitions, or new work has taken place.
9. Electronic copy of the complete application for e-mail distribution, with a total file size of no more than 1Mb.

Submissions to be e-mailed to [swkmun@swkmun.com.na](mailto:swkmun@swkmun.com.na)

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