Form II
(*Regulations* 12 and 14)

REPUBLIC OF ZAMBIA

The Urban and Regional Planning Act

(Act No. 3 of 2015)

The Urban and Regional Planning (General) Regulations, 2020

APPLICATION FOR PLANNING PERMISSION CHANGE OF LAND USE					
Print clearly in BLACK OR BLUE INK (or type)		Shaded fields for official use only	Registered Number of Application		
			Date Valid Application Submitted:		
Information Required			Information Required		✓
	INFORMATION REQUIRED FOR ALL APPLICATIONS				
	Indicate the type of application: (Please tick appropriate box)				
1.	a.	Application for permission for the carrying out of any building, rebuilding, mining or other works or operations on or under land			
	b.	Application for permission for the retention of any building, rebuilding, mining or other works or operations on or under land carried out without the grant of planning permission			
	c.	Application for permission for change of land use			
	d.	Application for permission for approval in principle for the carrying out of any building, rebuilding, mining or other works or operations on or under land			
	e.	Application for permission consequent on the grant of approval in principle for the carrying out of any building, rebuilding, mining or other works or operations on or under land			
	f.	Application for permission to subdivide or consolidate land			
2.		If an application in principle has previously been submitted, state the			

		registered number of the application		
3.		State whether subdivision is involved and if so whether permission has been applied for and give registered number of the application		
4.	Provide details of the location of the development: *(a)* Plot, Stand, Lot or Farm No.:			
	(b) Road, Area and Town:			
5.	*(a)* Applicant's name			
	(b) Applicant's address			
	(c) Applicant's telephone number			
	(d) Applicant's email address			
6	*(a)* Owner's name			
	(b) Owner's address			
	(c) Owner's telephone number			
	(d) Owner's email address			
7.	Legal interest of the Applicant in the land. (Please tick appropriate box)			
	Owner	Tenant	Prospective Purchaser	
	Other (please specify): ……			
	If the applicant is not the owner of the land, has a letter of consent from the owner to make the application been provided?	Yes	No	
8.	Give details of any relevant easement, wayleave or right of way affecting the proposals. Please note that the extent of such easement/wayleave/right of way should be shown on the site or location plan.			
9.	Services (Please tick appropriate box)			
	(a) Proposed source of water supply			
	Public Mains [ ] Private Bore Hole [ ] Private Well [ ] Other (please specify) ……			
	(b) Proposed Sewerage Disposal			
	Public Sewer/Drain [ ] Soakpit [ ] Watercourse [ ] Other (please specify) ……			
	(d) Refuse disposal			
	Council collection [ ] Private Collection [ ] Rubbish pit [ ] Other (please specify) ……			
	INFORMATON REQUIRED FOR ALL APPLICATIONS FOR CHANGE OF LAND USE			

10.	If the proposed development is for a change of land use state:			
	a.	total area of the land to which this application relates		
	b.	description of the proposed use including gross floor area of building(s) and structure(s)		
	c.	description of the existing use including gross floor area of building(s) and structure(s)		
	d.	description of the use to be retained including gross floor area of building(s) and structure(s) to be retained		
11.	State the area of smallest plot			
	State whether the construction of a new or, alteration of an existing means of access to or from a road is involved.			
	DECLARATION I/We certify that the information provided in this application is true and accurate. I/We understand that the outcome of the evaluation will be based on the information available. Submitted by: *Name:* …….. *Position:* …….. *Signature* Date			

FOR OFFICIAL USE ONLY
Date of submission: ……
Application number: ……
Payment receipt number: ……
Received by (Name/Position): …… ……

……..
Signature

Official Stamp