

Morcellement Unit at Lot No. 52, Level 3, Ebene Tower, Cybercity 1, Ebene, ☎ 401 6808 / Fax 468 1756

**Checklist for application for Morcellement Permit**

- A. Every developer shall make his application to the Morcellement Board for a Morcellement Permit, and the proposed morcellement shall be in conformity with the outline scheme or detailed scheme, in respect of the planning area where the proposed morcellement is to be carried out.
- B. Application Form, Development Permit Form, Guidelines, Notice of Appeal, Site Notification and Certificate of Notification can be downloaded from the Ministry's website: <http://housing.gov.mu>.
- C. Every application shall be accompanied by the following documents:

S No	Documents to be submitted	No. of copies required	
1.	Application Form for Morcellement Permit bearing the signature/s of Applicant/s, Owner/s, Co-owners/s on <u>every</u> application form.  For residential/ industrial / commercial purpose/agricultural	Original	Photocopies
		1	4
2.	<b>A Letter/Clearance/ Authority for Land Conversion from the Ministry of Agro-Industry and Food Security (for applications other than agricultural purpose) to certify whether a Land Conversion Permit is required or not.</b> To contact Land Conversion Unit at 8 <sup>th</sup> Floor, Renganaden Seeneevassen Building, P. Hennessy Street, Port Louis.	1	
3.	Copy of National Identity Card/s of Applicant/s, Owner/s, Co-owners/s.		1
4.	Application Form for Planning and Land Use Permit bearing the signature/s and Identity Card No./s of Applicant/s, Owner/s, Co-owners/s.	1	
5.	Title Deed – ( <i>manuscript type should be transcribed by a Notary and should be neat, clear and readable</i> ). <b>Note: only A4 Format will be accepted.</b>		5
6.	A morcellement plan consisting of: The site plan drawn up in an appropriate scale by a Land Surveyor as per the provisions of the Cadastral Survey Act bearing his signature and seal showing: (i) angles; north direction; co-ordinates as per LGM 2012, scale etc (ii) the external boundaries and their dimensions; (iii) the actual adjoining owners and their Title Deed No; (iv) the internal boundaries and their dimensions; (v) the extent of all lots including any surplus of land; (vi) contour lines (in respect of residential Morcellement); (vii) all physical features such as existing buildings, service lines (CWA/CEB/WMA), drains, natural water course (feeders, rivulets/rivers with relevant reserves) crossing the property, if any; (viii) the roads required to give access directly or indirectly to any public road as well as any road required for purposes of internal access to all the lots comprised in the proposed morcellement together with corresponding reserves; (ix) the constructional character of the works to be done as well as any connection with existing roads, sewers or other works and the lines and levels of such works, supported by a statement describing generally the works, including the infrastructural works, to be done containing specifications of the foundation, forms, thickness and dimensions of the works.	6	(Note – If plan is other than A3 and A4 format, it should be submitted in 14 original and 15 copies)
7.	A proper location plan with Northline drawn to scale indicating: (i) all polluting activities such as poultry farm, stone crushing plant, industries, and any sensitive area such as marshy lands, wetlands, rivulets/rivers in site neighbourhood; (ii) location of all existing buildings, drains and other prominent features such as service poles, bridge etc; (iii) Location of existing wastewater disposal on the plots ( <i>where applicable</i> ). (Written agreement required where common wastewater disposal is being used by more than one applicant).  <b>Please note that :</b>  (i) in case of discrepancy with respect to ownership or any error with regard to the external boundaries of the land shall be rectified by a fresh memorandum of survey and the Land Surveyor shall be liable for any claim for compensation which may arise from his error or the consequences of his error; the Board or any member of the Board shall not be liable for any		



**Note:**

- Updated May 2015