



VICTOR KHANYE LOCAL MUNICIPALITY

TECHNICAL SERVICES

**APPLICATION FORM:
APPLICATION FOR APPROVAL OF SITE DEVELOPMENT PLANS & BUILDING PLANS
IN TERMS OF THE NATIONAL BUILDING REGULATIONS AND BUILDING
STANDARDS ACT, ACT 103 OF 1977**

All correspondence should be addressed to the Municipal Manager

Municipal office hours: Mondays to Thursdays – 07:30 to 16:30 and Fridays 07:30 to 13:30.

PLEASE NOTE THAT APPLICATIONS FOR APPROVAL OF SITE DEVELOPMENT PLANS AND BUILDING PLANS MUST COMPLY WITH THE REQUIREMENTS AS SET OUT IN SECTION A1. TO A13 OF THE NATIONAL BUILDING REGULATIONS AND STANDARDS ACT, ACT 103 OF 1977, FAILING WHICH THE APPLICATION DOCUMENTS MAY BE REJECTED BY THE LOCAL MUNICIPALITY.

A. GENERAL

1. Prior to lodging your application, consult the officials of the Building Inspectorate Division for details, clarity and requirements of the proposed application.
2. Lodge your application on the prescribed form, and pay the prescribed application fee at the Municipal Offices Samuel Rood Delmas.

B. THE APPLICATION SHOULD INCLUDE THE FOLLOWING DOCUMENTATION:

1. The application form, duly completed and signed by the registered owner or authorized agent,
2. Applicable Power of Attorney, if applicable,
3. A copy of the SG Diagram of the property OR properties,
4. A copy of the Zoning Certificate of the property OR properties,
5. A locality plan on the applicable scale,
6. The proposed Site Development Plan as well as the Energy Efficiency requirements applicable must comply with the requirements as prescribed in **ANNEXURE A**, attached hereto.
7. Submit **three (3) copies** of the application form, required documentation and plans as prescribed.

It is extremely important that the procedure be followed correctly; failing to do so your application documents may be rejected by the Municipality.

C. APPLICANT:

Name:	
Address:	
Contact Number:	

D. REGISTERED OWNER/S OF PROPERTY:

Name of Registered Owner:	
Address:	
Contact Number:	

E. ARCHITECT / DRAFTSMAN

Name:	
Tel Nr:	
Registration Nr:	

F. PROPERTY/IES AND NEW BUILDING INFORMATION:

Erf Number	
Township	
Extension	
Street Name and Number	
Agricultural Holding Number	
Farm & Farm Portion Number	
Size (specify m ² or ha)	
Zoning (e.g Res/Buss/Industr)	
Areas of new work:	Main Building _____ m ² / Outbuildings _____ m ²
	Swimming Pool _____ m ² / Other _____ m ²
Estimated Cost of new building	R _____
Residents residing in Building	Male : _____ / Female : _____
Building Method:	

G. APPLICATION IS HEREBY MADE FOR APPROVAL OF:

Site Development Plan	SDP	
Building Plan	BP	
Copies of building plan		
Building Line Regulations (Encroachment/s)		
Application fee paid (Amount)	R	
Receipt nr. and date		

H. DETAILS OF THE PROPOSED DEVELOPMENT:

LAND USE <i>(Specify the land use)</i>	TOTAL EXTENT <i>(per land use)</i>	FAR <i>(per land use)</i>	COVERAGE <i>(per land use)</i>	HEIGHT <i>(per land use)</i>	DENSITY <i>(per land use)</i>

I. PARKING - AND LOADING REQUIREMENTS AS PER SECTION TABLE "B" OF THE TOWN PLANNING SCHEME 2007:

LAND USE <i>(Specify the land use)</i>	REQUIRED NUMBER OF PARKING TO BE PROVIDED	REQUIREMENTS FOR LOADING SPACE AND AREAS

J. PROPOSED BUILDING/STRUCTURE INFORMATION:

Type of building/structure	Type of Development	Existing units/size	Proposed units/size	Total units/size
Residential unit				
Multiple Residential units				
Business				
Industrial				
Institutional				
Other				

K. SERVICES INFORMATION:

1. All internal services will be installed by the owner/developer

YES	NO
-----	----

2. Services ownership

- (i) Roads / Storm water
- (ii) Water
- (iii) Sewerage
- (iv) Electricity
- (v) Waste removal

Municipality	Section 21	Remarks

3. Indicate the size of Electrical connection required:

DEMAND	EXISTING	REQUIRED
1 Phase 60A		
3 Phase 100A		
Other (indicate)		

4. Complete electrical layout network indicating mini subs, cables, boxes and streetlight poles indicated on separate plan / site plan

YES	NO
-----	----

DECLARATION

I/we, the application, being the owner/intended owner or authorised agent of the owner/intended owner, hereby applies for the above application/s on the land described herein.

I/we hereby certify the information contained in this application is to the best of my/our knowledge correct, that I am/we are properly authorised to make this application and confirm that I am/we are aware that the provision of false or misleading information constitutes an offence.

Applicant signature

Date

Full name of applicant

Professional Capacity