



LIMPOPO PROVINCE  
LIMPOPO PROVINSIE  
XIFUNDZANKULU XA LIMPOPO  
PROFENSE YA LIMPOPO  
VUNDU LA LIMPOPO  
IPHROVINSI YELIMPOPO

**Provincial Gazette • Provinsiale Koerant • Gazete ya Xifundzankulu  
Kuranta ya Profense • Gazethe ya Vundu**

*(Registered as a newspaper) • (As 'n nuusblad geregistreer) • (Yi rhijistariwile tanihi Nyuziphepha)  
(E ngwadisits'we bjalo ka Kuranta) • (Yo redzhistariwa sa Nyusiphepha)*

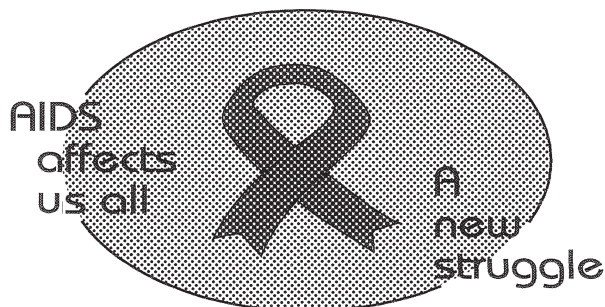
Vol. 27

POLOKWANE,  
6 MARCH 2020  
6 MAART 2020  
6 NYENYANKULU 2020  
6 MATŠHE 2020  
6 THAFAMUHWE 2020

No. 3070

**PART 1 OF 2**

**We all have the power to prevent AIDS**



**Prevention is the cure**

**AIDS  
HELPLINE**

**0800 012 322**

DEPARTMENT OF HEALTH

*N.B. The Government Printing Works will  
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"Hard Copies" or "Electronic Files"  
submitted for publication purposes*

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**IMPORTANT NOTICE OF OFFICE RELOCATION****government  
printing**Department:  
Government Printing Works  
REPUBLIC OF SOUTH AFRICAPrivate Bag X85, PRETORIA, 0001 149 Bosman Street, PRETORIA  
Tel: 012 748 6197, Website: [www.gpwonline.co.za](http://www.gpwonline.co.za)**URGENT NOTICE TO OUR VALUED CUSTOMERS: PUBLICATIONS  
OFFICE'S RELOCATION HAS BEEN TEMPORARILY SUSPENDED.**

Please be advised that the GPW Publications office will no longer move to 88 Visagie Street as indicated in the previous notices.

The move has been suspended due to the fact that the new building in 88 Visagie Street is not ready for occupation yet.

We will later on issue another notice informing you of the new date of relocation.

We are doing everything possible to ensure that our service to you is not disrupted.

As things stand, we will continue providing you with our normal service from the current location at 196 Paul Kruger Street, Masada building.

Customers who seek further information and or have any questions or concerns are free to contact us through telephone 012 748 6066 or email Ms Maureen Toka at [Maureen.Toka@gpw.gov.za](mailto:Maureen.Toka@gpw.gov.za) or cell phone at 082 859 4910.

Please note that you will still be able to download gazettes free of charge from our website [www.gpwonline.co.za](http://www.gpwonline.co.za).

We apologise for any inconvenience this might have caused.

Issued by GPW Communications

**IMPORTANT NOTICE:**

**THE GOVERNMENT PRINTING WORKS WILL NOT BE HELD RESPONSIBLE FOR ANY ERRORS THAT MIGHT OCCUR DUE TO THE SUBMISSION OF INCOMPLETE / INCORRECT / ILLEGIBLE COPY.**

**No FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.**

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government  
printing

Department:  
Government Printing Works  
REPUBLIC OF SOUTH AFRICA

## HIGH ALERT: SCAM WARNING!!!

### TO ALL SUPPLIERS AND SERVICE PROVIDERS OF THE GOVERNMENT PRINTING WORKS

It has come to the attention of the *GOVERNMENT PRINTING WORKS* that there are certain unscrupulous companies and individuals who are defrauding unsuspecting businesses disguised as representatives of the *Government Printing Works (GPW)*.

The scam involves the fraudsters using the letterhead of *GPW* to send out fake tender bids to companies and requests to supply equipment and goods.

Although the contact person's name on the letter may be of an existing official, the contact details on the letter are not the same as the *Government Printing Works*. When searching on the Internet for the address of the company that has sent the fake tender document, the address does not exist.

The banking details are in a private name and not company name. Government will never ask you to deposit any funds for any business transaction. *GPW* has alerted the relevant law enforcement authorities to investigate this scam to protect legitimate businesses as well as the name of the organisation.

Example of e-mails these fraudsters are using:

[PROCUREMENT@GPW-GOV.ORG](mailto:PROCUREMENT@GPW-GOV.ORG)

Should you suspect that you are a victim of a scam, you must urgently contact the police and inform the *GPW*.

*GPW* has an official email with the domain as [@gpw.gov.za](mailto:@gpw.gov.za)

Government e-mails DO NOT have org in their e-mail addresses. All of these fraudsters also use the same or very similar telephone numbers. Although such number with an area code 012 looks like a landline, it is not fixed to any property.

*GPW* will never send you an e-mail asking you to supply equipment and goods without a purchase/order number. *GPW* does not procure goods for another level of Government. The organisation will not be liable for actions that result in companies or individuals being resultant victims of such a scam.

*Government Printing Works* gives businesses the opportunity to supply goods and services through RFQ / Tendering process. In order to be eligible to bid to provide goods and services, suppliers must be registered on the National Treasury's Central Supplier Database (CSD). To be registered, they must meet all current legislative requirements (e.g. have a valid tax clearance certificate and be in good standing with the South African Revenue Services - SARS).

The tender process is managed through the Supply Chain Management (SCM) system of the department. SCM is highly regulated to minimise the risk of fraud, and to meet objectives which include value for money, open and effective competition, equitability, accountability, fair dealing, transparency and an ethical approach. Relevant legislation, regulations, policies, guidelines and instructions can be found on the tender's website.

## Fake Tenders

National Treasury's CSD has launched the Government Order Scam campaign to combat fraudulent requests for quotes (RFQs). Such fraudulent requests have resulted in innocent companies losing money. We work hard at preventing and fighting fraud, but criminal activity is always a risk.

### How tender scams work

There are many types of tender scams. Here are some of the more frequent scenarios:

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to a company to invite it to urgently supply goods. Shortly after the company has submitted its quote, it receives notification that it has won the tender. The company delivers the goods to someone who poses as an official or at a fake site. The Department has no idea of this transaction made in its name. The company is then never paid and suffers a loss.

OR

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to Company A to invite it to urgently supply goods. Typically, the tender specification is so unique that only Company B (a fictitious company created by the fraudster) can supply the goods in question.

Shortly after Company A has submitted its quote it receives notification that it has won the tender. Company A orders the goods and pays a deposit to the fictitious Company B. Once Company B receives the money, it disappears. Company A's money is stolen in the process.

Protect yourself from being scammed

- If you are registered on the supplier databases and you receive a request to tender or quote that seems to be from a government department, contact the department to confirm that the request is legitimate. Do not use the contact details on the tender document as these might be fraudulent.
- Compare tender details with those that appear in the Tender Bulletin, available online at [www.gpwonline.co.za](http://www.gpwonline.co.za)
- Make sure you familiarise yourself with how government procures goods and services. Visit the tender website for more information on how to tender.
- If you are uncomfortable about the request received, consider visiting the government department and/or the place of delivery and/or the service provider from whom you will be sourcing the goods.
- In the unlikely event that you are asked for a deposit to make a bid, contact the SCM unit of the department in question to ask whether this is in fact correct.

Any incidents of corruption, fraud, theft and misuse of government property in the *Government Printing Works* can be reported to:

Supply Chain Management: Ms. Anna Marie Du Toit, Tel. (012) 748 6292.  
Email: [Annamarie.DuToit@gpw.gov.za](mailto:Annamarie.DuToit@gpw.gov.za)

Marketing and Stakeholder Relations: Ms Bonakele Mbhele, at Tel. (012) 748 6193.  
Email: [Bonakele.Mbhele@gpw.gov.za](mailto:Bonakele.Mbhele@gpw.gov.za)

Security Services: Mr Daniel Legoabe, at tel. (012) 748 6176.  
Email: [Daniel.Legoabe@gpw.gov.za](mailto:Daniel.Legoabe@gpw.gov.za)

# Closing times for **ORDINARY WEEKLY** **2020** **LIMPOPO PROVINCIAL GAZETTE**

*The closing time is **15:00** sharp on the following days:*

- **24 December 2019**, Tuesday for the issue of Friday **03 January 2020**
- **03 January**, Friday for the issue of Friday **10 January 2020**
- **10 January**, Friday for the issue of Friday **17 January 2020**
- **17 January**, Friday for the issue of Friday **24 January 2020**
- **24 January**, Friday for the issue of Friday **31 January 2020**
- **31 January**, Friday for the issue of Friday **07 February 2020**
- **07 February**, Friday for the issue of Friday **14 February 2020**
- **14 February**, Friday for the issue of Friday **21 February 2020**
- **21 February**, Friday for the issue of Friday **28 February 2020**
- **28 February**, Friday for the issue of Friday **06 March 2020**
- **06 March**, Friday for the issue of Friday **13 March 2020**
- **13 March**, Friday for the issue of Friday **20 March 2020**
- **20 March**, Friday for the issue of Friday **27 March 2020**
- **27 March**, Friday for the issue of Friday **03 April 2020**
- **03 April**, Friday for the issue of Friday **10 April 2020**
- **08 April**, Friday for the issue of Friday **17 April 2020**
- **17 April**, Friday for the issue of Friday **24 April 2020**
- **23 April**, Thursday for the issue of Friday **01 May 2020**
- **30 April**, Friday for the issue of Friday **08 May 2020**
- **08 May**, Friday for the issue of Friday **15 May 2020**
- **15 May**, Friday for the issue of Friday **22 May 2020**
- **22 May**, Friday for the issue of Friday **29 May 2020**
- **29 May**, Friday for the issue of Friday **05 June 2020**
- **05 June**, Friday for the issue of Friday **12 June 2020**
- **11 June**, Thursday for the issue of Friday **19 June 2020**
- **19 June**, Friday for the issue of Friday **26 June 2020**
- **26 June**, Friday for the issue of Friday **03 July 2020**
- **03 July**, Friday for the issue of Friday **10 July 2020**
- **10 July**, Friday for the issue of Friday **17 July 2020**
- **17 July**, Friday for the issue of Friday **24 July 2020**
- **24 July**, Friday for the issue of Friday **31 July 2020**
- **31 July**, Friday for the issue of Friday **07 August 2020**
- **06 August**, Thursday for the issue of Friday **14 August 2020**
- **14 August**, Friday for the issue of Friday **21 August 2020**
- **21 August**, Friday for the issue of Friday **28 August 2020**
- **28 August**, Friday for the issue of Friday **04 September 2020**
- **04 September**, Friday for the issue of Friday **11 September 2020**
- **11 September**, Friday for the issue of Friday **18 September 2020**
- **17 September**, Thursday for the issue of Friday **25 September 2020**
- **25 September**, Friday for the issue of Friday **02 October 2020**
- **02 October**, Friday for the issue of Friday **09 October 2020**
- **09 October**, Friday for the issue of Friday **16 October 2020**
- **16 October**, Friday for the issue of Friday **23 October 2020**
- **23 October**, Friday for the issue of Friday **30 October 2020**
- **30 October**, Friday for the issue of Friday **06 November 2020**
- **06 November**, Friday for the issue of Friday **13 November 2020**
- **13 November**, Friday for the issue of Friday **20 November 2020**
- **20 November**, Friday for the issue of Friday **27 November 2020**
- **27 November**, Friday for the issue of Friday **04 December 2020**
- **04 December**, Friday for the issue of Friday **11 December 2020**
- **10 December**, Thursday for the issue of Friday **18 December 2020**
- **18 December**, Friday for the issue of Friday **25 December 2020**
- **23 December**, Wednesday for the issue of Friday **01 January 2021**

# LIST OF TARIFF RATES

## FOR PUBLICATION OF NOTICES

**COMMENCEMENT: 1 APRIL 2018**

### NATIONAL AND PROVINCIAL

Notice sizes for National, Provincial & Tender gazettes 1/4, 2/4, 3/4, 4/4 per page. Notices submitted will be charged at R1008.80 per full page, pro-rated based on the above categories.

Pricing for National, Provincial - Variable Priced Notices		
Notice Type	Page Space	New Price (R)
Ordinary National, Provincial	1/4 - Quarter Page	252.20
Ordinary National, Provincial	2/4 - Half Page	504.40
Ordinary National, Provincial	3/4 - Three Quarter Page	756.60
Ordinary National, Provincial	4/4 - Full Page	1008.80

### EXTRA-ORDINARY

All Extra-ordinary National and Provincial gazette notices are non-standard notices and attract a variable price based on the number of pages submitted.

The pricing structure for National and Provincial notices which are submitted as **Extra ordinary submissions** will be charged at **R3026.32** per page.

## GOVERNMENT PRINTING WORKS - BUSINESS RULES

The **Government Printing Works (GPW)** has established rules for submitting notices in line with its electronic notice processing system, which requires the use of electronic *Adobe* Forms. Please ensure that you adhere to these guidelines when completing and submitting your notice submission.

### CLOSING TIMES FOR ACCEPTANCE OF NOTICES

1. The *Government Gazette* and *Government Tender Bulletin* are weekly publications that are published on Fridays and the closing time for the acceptance of notices is strictly applied according to the scheduled time for each gazette.
2. Please refer to the Submission Notice Deadline schedule in the table below. This schedule is also published online on the Government Printing works website [www.gpwonline.co.za](http://www.gpwonline.co.za)

All re-submissions will be subject to the standard cut-off times.

**All notices received after the closing time will be rejected.**

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
National Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Regulation Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Petrol Price Gazette	Monthly	Tuesday before 1st Wednesday of the month	One day before publication	1 working day prior to publication
Road Carrier Permits	Weekly	Friday	Thursday 15h00 for next Friday	3 working days prior to publication
Unclaimed Monies (Justice, Labour or Lawyers)	January / September 2 per year	Last Friday	One week before publication	3 working days prior to publication
Parliament (Acts, White Paper, Green Paper)	As required	Any day of the week	None	3 working days prior to publication
Manuals	Bi- Monthly	2nd and last Thursday of the month	One week before publication	3 working days prior to publication
State of Budget (National Treasury)	Monthly	30th or last Friday of the month	One week before publication	3 working days prior to publication
<i>Extraordinary Gazettes</i>	As required	Any day of the week	<i>Before 10h00 on publication date</i>	<i>Before 10h00 on publication date</i>
Legal Gazettes A, B and C	Weekly	Friday	One week before publication	Tuesday, 15h00 - 3 working days prior to publication
Tender Bulletin	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Gauteng	Weekly	Wednesday	Two weeks before publication	3 days <b>after</b> submission deadline
Eastern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
Northern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
North West	Weekly	Tuesday	One week before publication	3 working days prior to publication
KwaZulu-Natal	Weekly	Thursday	One week before publication	3 working days prior to publication
Limpopo	Weekly	Friday	One week before publication	3 working days prior to publication
Mpumalanga	Weekly	Friday	One week before publication	3 working days prior to publication

### GOVERNMENT PRINTING WORKS - BUSINESS RULES

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
Gauteng Liquor License Gazette	Monthly	Wednesday before the First Friday of the month	Two weeks before publication	3 working days <b>after</b> submission deadline
Northern Cape Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days <b>after</b> submission deadline
National Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days <b>after</b> submission deadline
Mpumalanga Liquor License Gazette	Bi-Monthly	Second & Fourth Friday	One week before publication	3 working days prior to publication

### EXTRAORDINARY GAZETTES

3. *Extraordinary Gazettes* can have only one publication date. If multiple publications of an *Extraordinary Gazette* are required, a separate Z95/Z95Prov *Adobe* Forms for each publication date must be submitted.

### NOTICE SUBMISSION PROCESS

4. Download the latest *Adobe* form, for the relevant notice to be placed, from the **Government Printing Works** website [www.gpwonline.co.za](http://www.gpwonline.co.za).
5. The *Adobe* form needs to be completed electronically using *Adobe Acrobat / Acrobat Reader*. Only electronically completed *Adobe* forms will be accepted. No printed, handwritten and/or scanned *Adobe* forms will be accepted.
6. The completed electronic *Adobe* form has to be submitted via email to [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za). The form needs to be submitted in its original electronic *Adobe* format to enable the system to extract the completed information from the form for placement in the publication.
7. Every notice submitted **must** be accompanied by an official **GPW** quotation. This must be obtained from the *eGazette* Contact Centre.
8. Each notice submission should be sent as a single email. The email **must** contain **all documentation relating to a particular notice submission**.
  - 8.1. Each of the following documents must be attached to the email as a separate attachment:
    - 8.1.1. An electronically completed *Adobe* form, specific to the type of notice that is to be placed.
      - 8.1.1.1. For National *Government Gazette* or *Provincial Gazette* notices, the notices must be accompanied by an electronic Z95 or Z95Prov *Adobe* form
      - 8.1.1.2. The notice content (body copy) **MUST** be a separate attachment.
    - 8.1.2. A copy of the official **Government Printing Works** quotation you received for your notice. (*Please see Quotation section below for further details*)
    - 8.1.3. A valid and legible Proof of Payment / Purchase Order: **Government Printing Works** account customer must include a copy of their Purchase Order. **Non-Government Printing Works** account customer needs to submit the proof of payment for the notice
    - 8.1.4. Where separate notice content is applicable (Z95, Z95 Prov and TForm 3, it should **also** be attached as a separate attachment. (*Please see the Copy Section below, for the specifications*).
    - 8.1.5. Any additional notice information if applicable.

**GOVERNMENT PRINTING WORKS - BUSINESS RULES**

9. The electronic *Adobe* form will be taken as the primary source for the notice information to be published. Instructions that are on the email body or covering letter that contradicts the notice form content will not be considered. The information submitted on the electronic *Adobe* form will be published as-is.
10. To avoid duplicated publication of the same notice and double billing, Please submit your notice **ONLY ONCE**.
11. Notices brought to **GPW** by "walk-in" customers on electronic media can only be submitted in *Adobe* electronic form format. All "walk-in" customers with notices that are not on electronic *Adobe* forms will be routed to the Contact Centre where they will be assisted to complete the forms in the required format.
12. Should a customer submit a bulk submission of hard copy notices delivered by a messenger on behalf of any organisation e.g. newspaper publisher, the messenger will be referred back to the sender as the submission does not adhere to the submission rules.

**QUOTATIONS**

13. Quotations are valid until the next tariff change.
  - 13.1. **Take note:** **GPW's** annual tariff increase takes place on **1 April** therefore any quotations issued, accepted and submitted for publication up to **31 March** will keep the old tariff. For notices to be published from 1 April, a quotation must be obtained from **GPW** with the new tariffs. Where a tariff increase is implemented during the year, **GPW** endeavours to provide customers with 30 days' notice of such changes.
14. Each quotation has a unique number.
15. Form Content notices must be emailed to the eGazette Contact Centre for a quotation.
  - 15.1. The *Adobe* form supplied is uploaded by the Contact Centre Agent and the system automatically calculates the cost of your notice based on the layout/format of the content supplied.
  - 15.2. It is critical that these *Adobe* Forms are completed correctly and adhere to the guidelines as stipulated by **GPW**.
16. **APPLICABLE ONLY TO GPW ACCOUNT HOLDERS:**
  - 16.1. **GPW** Account Customers must provide a valid **GPW** account number to obtain a quotation.
  - 16.2. Accounts for **GPW** account customers **must** be active with sufficient credit to transact with **GPW** to submit notices.
    - 16.2.1. If you are unsure about or need to resolve the status of your account, please contact the **GPW** Finance Department prior to submitting your notices. (If the account status is not resolved prior to submission of your notice, the notice will be failed during the process).
17. **APPLICABLE ONLY TO CASH CUSTOMERS:**
  - 17.1. Cash customers doing **bulk payments** must use a **single email address** in order to use the **same proof of payment** for submitting multiple notices.
18. The responsibility lies with you, the customer, to ensure that the payment made for your notice(s) to be published is sufficient to cover the cost of the notice(s).
19. Each quotation will be associated with one proof of payment / purchase order / cash receipt.
  - 19.1. This means that **the quotation number can only be used once to make a payment.**

**GOVERNMENT PRINTING WORKS - BUSINESS RULES****COPY (SEPARATE NOTICE CONTENT DOCUMENT)**

20. Where the copy is part of a separate attachment document for Z95, Z95Prov and TForm03

20.1. Copy of notices must be supplied in a separate document and may not constitute part of any covering letter, purchase order, proof of payment or other attached documents.

The content document should contain only one notice. (You may include the different translations of the same notice in the same document).

20.2. The notice should be set on an A4 page, with margins and fonts set as follows:

Page size = A4 Portrait with page margins: Top = 40mm, LH/RH = 16mm, Bottom = 40mm;  
Use font size: Arial or Helvetica 10pt with 11pt line spacing;

Page size = A4 Landscape with page margins: Top = 16mm, LH/RH = 40mm, Bottom = 16mm;  
Use font size: Arial or Helvetica 10pt with 11pt line spacing;

**CANCELLATIONS**

21. Cancellation of notice submissions are accepted by **GPW** according to the deadlines stated in the table above in point 2. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette. Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.

22. Requests for cancellation must be sent by the original sender of the notice and must be accompanied by the relevant notice reference number (N-) in the email body.

**AMENDMENTS TO NOTICES**

23. With effect from 01 October 2015, **GPW** will not longer accept amendments to notices. The cancellation process will need to be followed according to the deadline and a new notice submitted thereafter for the next available publication date.

**REJECTIONS**

24. All notices not meeting the submission rules will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)). Reasons for rejections include the following:

24.1. Incorrectly completed forms and notices submitted in the wrong format, will be rejected.

24.2. Any notice submissions not on the correct *Adobe* electronic form, will be rejected.

24.3. Any notice submissions not accompanied by the proof of payment / purchase order will be rejected and the notice will not be processed.

24.4. Any submissions or re-submissions that miss the submission cut-off times will be rejected to the customer. The Notice needs to be re-submitted with a new publication date.

**GOVERNMENT PRINTING WORKS - BUSINESS RULES****APPROVAL OF NOTICES**

25. Any notices other than legal notices are subject to the approval of the Government Printer, who may refuse acceptance or further publication of any notice.
26. No amendments will be accepted in respect to separate notice content that was sent with a Z95 or Z95Prov notice submissions. The copy of notice in layout format (previously known as proof-out) is only provided where requested, for Advertiser to see the notice in final Gazette layout. Should they find that the information submitted was incorrect, they should request for a notice cancellation and resubmit the corrected notice, subject to standard submission deadlines. The cancellation is also subject to the stages in the publishing process, i.e. If cancellation is received when production (printing process) has commenced, then the notice cannot be cancelled.

**GOVERNMENT PRINTER INDEMNIFIED AGAINST LIABILITY**

27. The Government Printer will assume no liability in respect of—
  - 27.1. any delay in the publication of a notice or publication of such notice on any date other than that stipulated by the advertiser;
  - 27.2. erroneous classification of a notice, or the placement of such notice in any section or under any heading other than the section or heading stipulated by the advertiser;
  - 27.3. any editing, revision, omission, typographical errors or errors resulting from faint or indistinct copy.

**LIABILITY OF ADVERTISER**

28. Advertisers will be held liable for any compensation and costs arising from any action which may be instituted against the Government Printer in consequence of the publication of any notice.

**CUSTOMER INQUIRIES**

Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While **GPW** deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

**GPW** has a 2-working day turnaround time for processing notices received according to the business rules and deadline submissions.

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29. Requests for information, quotations and inquiries must be sent to the Contact Centre ONLY.
30. Requests for Quotations (RFQs) should be received by the Contact Centre at least **2 working days** before the submission deadline for that specific publication.

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### PAYMENT OF COST

31. The Request for Quotation for placement of the notice should be sent to the Gazette Contact Centre as indicated above, prior to submission of notice for advertising.
32. Payment should then be made, or Purchase Order prepared based on the received quotation, prior to the submission of the notice for advertising as these documents i.e. proof of payment or Purchase order will be required as part of the notice submission, as indicated earlier.
33. Every proof of payment must have a valid **GPW** quotation number as a reference on the proof of payment document.
34. Where there is any doubt about the cost of publication of a notice, and in the case of copy, an enquiry, accompanied by the relevant copy, should be addressed to the Gazette Contact Centre, **Government Printing Works**, Private Bag X85, Pretoria, 0001 email: [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za) before publication.
35. Overpayment resulting from miscalculation on the part of the advertiser of the cost of publication of a notice will not be refunded, unless the advertiser furnishes adequate reasons why such miscalculation occurred. In the event of underpayments, the difference will be recovered from the advertiser, and future notice(s) will not be published until such time as the full cost of such publication has been duly paid in cash or electronic funds transfer into the **Government Printing Works** banking account.
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37. The **Government Printing Works** reserves the right to levy an additional charge in cases where notices, the cost of which has been calculated in accordance with the List of Fixed Tariff Rates, are subsequently found to be excessively lengthy or to contain overmuch or complicated tabulation.

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**Tel:** 012-748 6200

**Contact person for subscribers:** Mrs M. Toka:

**E-mail:** [subscriptions@gpw.gov.za](mailto:subscriptions@gpw.gov.za)

**Tel:** 012-748-6066 / 6060 / 6058

**Fax:** 012-323-9574

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**GENERAL NOTICES • ALGEMENE KENNISGEWINGS**

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**NOTICE 20 OF 2020****POLOKWANE MUNICIPALITY****NOTICE OF A REZONING APPLICATION IN TERMS OF SECTION 61 OF THE POLOKWANE MUNICIPAL PLANNING BY-LAW, 2017**

I Lebogang Mohale of Opulence Developments being the applicant of property Erf 2992 Pietersburg Ext.11 hereby give notice in terms of Section 95(1)(a) of the Polokwane Municipal Planning By-law, 2017, that I have applied to the Polokwane Municipality for the amendment of the applicable Land Use Scheme and/or Town Planning Scheme, by the rezoning in terms of Section 61 of the PolokwaneMunicipalBy-law, 2017 of the property as described above. The property is situated at: 7 Munnik Avenue, Polokwane. The rezoning is from "Residential 1" to "Educational".

Any objection(s) and/or comments, including the grounds for such objection(s) with full contact details, without which the municipality cannot correspond with the person or body submitting the objection(s) and/or comments shall be lodged with, or made in writing to: Manager; City Planning and Property Management, P.O Box 111, Polokwane, 0700 from 28 February 2020 until 28 March 2020.

Full particulars and plans may be inspected during normal office hours at the Municipal offices as set out below, for a period of 28 days from the date of the first publication of the advert in the provincial gazette/Observer newspaper.

Address of Municipal Offices: P.O Box 111, Polokwane, 0700

Address of authorized Agent: Opulence Developments, 6 Villa Santana Main Street, Heatherview 0156, Contact: 0840767294

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**KENNISGEWING 20 VAN 2020****POLOKWANE MUNISIPALITEIT****KENNISGEWING VAN 'N HERSONERINGAANSOEKINGEVOLGEARTIKEL 61 VAN DIE  
POLOKWANE MUNISIPALEBEPLANNINGVERORDENING, 2017**

Ek Lebogang Mohale van weelderige ontwikkeling is die aansoeker van eiendom Erf 2992 Pietersburg uitbreiding. 11 gee hiermee kennis ingevolge artikel 95 (1) (a) van die Polokwane Munisipale Beplanningverordening, 2017, wat ek aansoek gedoen het by die Polokwane Munisipaliteit vir die wysiging van die toepaslike Grondgebruikskema en/of dorpsbeplanningskema, deur die hersonering ingevolge artikel 61 van die PolokwaneMunicipalBy-Wet, 2017 van die eiendom soos hierbo beskryf. Die eiendom is situatedat: 7 Munnik Avenue, Polokwane. Die hersonering is van "Residensieel 1" na "opvoedkundige".

Enige beswaar (s) en/of kommentaar, met inbegrip van die gronde vir sodanige beswaar (s) met volledige kontakbesonderhede, sonder dat die munisipaliteit nie kan ooreenstem met die persoon of liggaam wat die beswaar (s) en/of kommentaar stuur nie, moet saam met of op skrif gestel word aan: Bestuurder; Stadsbeplanning en Eiendomsbestuur, P. O Box 111, Polokwane, 0700 vanaf 28 Februarie 2020 tot 28 Maart 2020.

Volledigebesonderhede en plannekangedurendegewonekantooire by die Munisipalekantore, sooshieronderuiteengesit, vir'ntyperkvan28daevanafdieeerstepublikasievandieadvertensie in die provinsialekoerant/Observer-koerantbesigtigword.

Adres van MunisipaleKantore: Pobus 111, Polokwane, 0700

Adres van gemagtigde Agent: Opulence Developments, 6 Villa Santana Main Street, Heatherview 0156, Kontak: 0840767294

28-6

## NOTICE 21 OF 2020

**AMENDMENT OF LAND USE SCHEME OR REZONING IN TERMS OF SECTION 54(1) AND APPLICATION FOR CONSENT IN TERMS OF SECTION 66(1) OF THE LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW 2017**

**AMENDMENT SCHEME NUMBER: 23**  
**CONSENT NUMBER: 2 OF 2020**

Notice is hereby given that I, Mokgethi Ramogale of **R'urban Development Facilitators (PTY) Ltd** being the authorized agents on behalf of the owner(s) of **Erf 240 Marapong** in terms of Sections 54(1) and 66(1) of the Lephalale Municipal Spatial Planning and Land Use Management By-Law 2017 have applied for the amendment of the Lephalale Land Use Scheme, 2017 by the rezoning of the property described above, situated at **no. 240 Motswiri Street, Marapong** from "**Residential 1**" to "**Residential 2 with Special Consent for a Residential Building (Guest House)**". The intention of the applicant in this matter is to develop a guest house on the property with a maximum of 7 rooms for guests and 1 manager's suite (Height: Maximum 3 storeys; Coverage: 60% and FAR: 1,2).

Particulars relating to the application will lie for inspection during normal office hours at the office of the Executive Manager, Development Planning Directorate, Lephalale Civic Centre, Corner Joe Slovo and Douwater Road, Onverwacht, for a period of 30 (thirty) days from **28 February 2020**.

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, Lephalale Municipality, Private Bag X136, Lephalale, 0555, within a period of 30 days from **28 February 2020**.

**Address of Authorized Agent:**

Physical Address: 29 Basuin Crescent, Pretorius Park, Pretoria, 0081.

Postal Address: Same as Physical Address above.

Telephone number: 083 682 3930 (Mokgethi Ramogale)

E-mail Address: [mokgethi@rurbandevelopment.co.za](mailto:mokgethi@rurbandevelopment.co.za)

**Dates of the notice: 28 February 2020 and 6 March 2020**

28-6

**KENNISGEWING 21 VAN 2020****WYSIGING VAN GRONDGEBRUIKSKEMA OF HERSONERING IN TERME VAN ARTIKEL 54(1) EN AANSOEK OM TOESTEMMING INGEVOLGE ARTIKEL 66(1) VAN DIE LEPHALALE MUNISIPALE RUIMTELIKE BEPLANNING EN GRONDGEBRUIKBESTUUR, 2017****WYSIGINGSKEMA NOMMER: 23****TOESTEMMING NOMMER: 2 VAN 2020**

Kennis geskied hiermee dat ek, Mokgethi Ramogale van **R'urban Development Facilitators (PTY) Ltd**, synde die gemagtigde agent van die eienaar van **Erf 240 Marapong**, ingevolge Artikel 54(1) en Artikel 66(1) van die Lephalale Munisipale Ruimtelike Beplanning en Grondgebruikbestuur Verordening, 2017, aansoek gedoen het vir die wysiging van die Lephalale Grondgebruikskema, 2017, deur die hersonering van die bogenoemde eiendom, geleë te **Motswiristraat 240, Marapong** van "**Residensieel 1**" na "**Residensieel 2 met Spesiale Toestemming vir a Residensiële gebou (gastehuis)**".

Die applikant se bedoeling met hierdie saak is die ontwikkeling van 'n gastehuis op die eiendom met a maksimum van 7 kamers vir die gaste en 1 kamer vir die bestuurder (Hoogte: maksimum 3 Verdiepings; Dekking: 60% en FAR:1,2).

Besonderhede aangaande hierdie aansoek lê ter insae gedurende normale kantoorure by die kantoor van die Uitvoerende Bestuurder, Direkoraat Ontwikkeling Beplanning, Lephalale Burgersentrum, h/v Joe Slovo en Douwaterstraat, Onverwacht, vir 'n periode van 30 dae vanaf **28 Februarie 2020**. Besware teen of voorleggings ten opsigte van die aansoek moet geopper word by of op skrif gestel en gerig word aan die Munisipale Bestuurder, Lephalale Munisipaliteit, Privaatsak X136, Lephalale, 0555, binne 'n periode van 30 dae vanaf **28 Februarie 2020**.

**Adres van gemagtigde agent:**

Fisiese adres: 29 Basuin Laan, Pretorius Park, Pretoria, 0081.

Posadres: Dieselfde as Fisiese adres hierbo.

Telefoonnommer: 083 682 3930 (Mokgethi Ramogale)

E-pos: mokgethi@rurbandevelopment.co.za

**Datums van die kennisgewing: 28 Februarie 2020 en 6 Maart 2020**

28-6

## NOTICE 22 OF 2020

**COLLINS CHABANE LOCAL MUNICIPALITY  
COLLINS CHABANE SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW 2019  
NOTICE OF APPLICATION FOR ESTABLISHMENT OF TOWNSHIP**

I, Floris Jacques du Toit, being the authorized agent of the owner of Portion 6 of the Farm Hoogmoed 69LT, (a portion of the Remainder of the farm), hereby give notice in terms of Section 56(1) of the Collins Chabane Spatial Planning, Land Development and Land Use Management Bylaws, 2019, that I have applied to the Collins Chabane Local Municipality for the establishment of a township on the land as more fully set out in the Annexure:

**ANNEXURE**

**Name of township:**

Nkuzana-B Extension 1

**Full name of the applicant:**

Jacques du Toit and Associates on behalf of the owner.

**Number of erven in proposed township:**

Residential 1	: 399
Business 1	: 15
Public Open Space	: 9

**Description of the land:**

Portion 6 of the farm Hoogmoed 69 LT, extending over 63, 4035 ha

**Locality of proposed township:**

The proposed township is situated adjacent and west of the R578 in proximity to the intersection of the R578 and an unnumbered road, approximately 55km north-west of Giyani and 30km south-east of Elim, south of the existing Nkuzana Village.

**Remarks:**

The purpose of the application is to prepare the land for residential development with a business/commercial component.

Particulars of the application will lie for inspection during normal office hours at the office of the Acting Director Development Planning, Municipal offices, Main Road, Malamulele for the period of 30 days from 28 February 2020, being the date of first publication of this notice.

Objections to or representations in respect of the application must be lodged with or made in writing, and hand delivered to the above mentioned offices, within a period of 30 days from 28 February 2020 (date of first publication of this notice).

Any person who cannot write may, during office hours and within the objection period visit the Municipality where a staff member shall assist with the transcription with any objection or representation.

Contact details of responsible official: Tiko Shimange, Room 15, Municipal Offices, Malamulele Tel. 083 326 0539.

Address of agent: Jacques du Toit & Associates, 3 Windsor Street, PO Box 754, Tzaneen, 0850 Telephone no 015-307 3710.

Dates of the notice: 28 February & 6 March 2020

**MASIPALA WA COLLINS CHABANE  
COLLINS CHABANE SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW 2019  
XITIVISO XA XIKOMBELA XO KUMBULUXA DOROBA**

Mina Floris Jacques du Toit wa feme ya Jacques du Toit & Associates, Town and Regional Planners, niri muyimeri loyi anga pfumeleriwa hi nwinyi wa Xiphemu xa Vuntsevu (6) xa Purasi ra Hoogmoed 69LT, (Xiphemu lexi nga sala xa purasi) Ndzi nyika Xitiviso hi kuya hi xiyenge xa 56(1) xa Collins Chabane Spatial Planning, Land Development and Land Use Management Bylaw, 2019, leswaku Ndzi komberile eka Masipala wa Collins Chabane ku va ndzi tumbuluxa doroba hi ndlela leyi nga tshahiwa laha hansi:

**ANNEXURE**

***Vito ra Doroba***

Nkuzana-B Extension 1

***Mavito yo helela ya mukomberi***

Jacques du Toit and Associates ematshanwini ya Muvuyeriwa

***Nhlayo ya switandi eka Doroba leri kunguhatiwake***

Vutshamo bya Nhlawulekiso wo sungula : 399

Bindzu ra Nhlawulekiso wo sungula : 15

Ndhawu yo pfuleka ya mani na mani : 9

***Vuxokoxoko bya ndhawu/misava***

Xiphemu xa Vuntsevu (6) xa Purasi ra Hoogmoed 69LT, Kuhundzisa 63, 4035 wati hekitara

***Laha Ndhawu yinga kona***

Ndhawu ya vutumbuluxi bya doroba leri byile tlhelo ra vupelandyambu bya patu ra R578 xikan'we na mahandzu ya patu ra R578 na patu ro pfumala vito, ku ringana 55km Nwalungu-vupela Dyambu bya Giyani na 30km Dzonga-Vuxa bya Elim, na Dzonga ra Tiko raka Nkuzana.

***Swibumabumelo***

Xikongomelo xa xikombelo lexi l ku lulamisela/lungisela ndhzawu leyi ku va ndhzawu ya vutshama xikan'wa na ndhzawu ya mabindzu.

Vuxokoxoko bya xikombelo lexi minga byi kuma hi nkarhi wa ntirho eka hofisi ya Mukhomela Xitulu eka Development and Planning, hofisi ya Munisipala, Malamulele kuringana masiku ya 30 kusukela hi 28 Nyenyenyani 2020 kunga siku ro sungula ro hangalasiwa ka xitiviso lexi.

Munhu unwana na unwana loyi anga tava na xivilelo mayelana na xikombelo lexi, anga yisa xivilelo/swivilelo leswinga tsariwa kunene eka Hofisi leyi yinga tshahiwa laha henhla ku sukela hi 28 Nyenyenyani 2020 kunga siku ro sungula ro hangalasiwa ka xitiviso lexi.

Munhu loyi o ka a nga koteku ku tsala a nga endzela hofisi ya masipala hi nkarhi wa ntirho leswaku a ta kota ku pfuniwa hi ku tsala

Vuxokoxoko bya Munhu loyi a ngana vutihlamuleri: Tiko Shimange, kamara 15 Municipal Office, Malamulele Tel: 083 326 0539

Kherefu ya Muyimeri: Jacques du Toit & Associates, 3 Windsor Street, PO Box 754, Tzaneen, 0850 Tel: 015-307 3710.

**NOTICE 23 OF 2020****NOTICE OF APPLICATION FOR THE SUBDIVISION OF PORTION 1 OF THE FARM GROENVLEY, 87-KQ, LIMPOPO PROVINCE, SITUATED IN THE JURISDICTION OF THE THABAZIMBI LOCAL MUNICIPALITY, LIMPOPO PROVINCE IN TERMS OF SECTION 16(12)(A)(III) OF THE THABAZIMBI LAND USE MANAGEMENT BY-LAW, 2015 READ TOGETHER WITH THE RELEVANT PROVISIONS OF THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT, 2013 (ACT 16 OF 2013) (SPLUMA) AND REGULATIONS AS PROMULGATED**

I, Izel van Rooy from the firm Plan Wize Town and Regional Planners, being the authorized agent of the owner of the under-mentioned property hereby give notice in terms of Section 16(12)(a)(iii) of the Thabazimbi Land Use Management By-Law, 2015 read with the relevant provisions of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) (SPLUMA), that I have applied to the Thabazimbi Municipality for the sub-division of Portion 1 of the farm Groenvley, 87-KQ, Limpopo Province.

Particulars of the application will lie for inspection during normal office hours at the office of the Manager: Planning and Economic Development, Thabazimbi Municipality, 7 Rietbok Street, Thabazimbi for a period of 30 days from 6 March 2020.

Objections to or representations in respect of the application must be lodged with or made in writing to the Manager: Planning and Economic Development, Thabazimbi Municipality, at the above-mentioned address or at Private Bag X530, Thabazimbi, 0380 within a period of 30 days from 6 March 2020.

**ADDRESS OF AGENT: PLAN WIZE TOWN AND REGIONAL PLANNERS, P.O. BOX 2445, THABAZIMBI, 0380, TEL: 0824497626**

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**KENNISGEWING 23 VAN 2020****KENNISGEWING VAN AANSOEK OM DIE ONDERVERDELING VAN GEDEELTE 1 VAN DIE PLAAS GROENVLEY, 87-KQ, LIMPOPO PROVINSIE GELEË IN DIE REGSGEBIED VAN DIE THABAZIMBI PLAASLIKE MUNISIPALITEIT, LIMPOPO PROVINSIE INGEVOLGE ARTIKEL 16(12)(A)(III) VAN DIE THABAZIMBI GRONDGEBRUIKBESTUUR VERORDENING, 2015 SAAMGELEES MET DIE RELEVANTE BEPALINGS VAN DIE WET OP RUIMTELIKE BEPLANNING EN GRONDGEBRUIKBESTUUR, 2013 (WET 16 VAN 2013) (SPLUMA) EN REGULASIES SOOS GEPROMULGEER**

Ek, Izel van Rooy van die firma Plan Wize Stads-en Streekbeplanners, synde die gemagtigde agent van die eienaar van die ondergenoemde eiendom, gee hiermee ingevolge Artikel 16(12)(a)(iii) van die Thabazimbi Grondgebruikbestuur Verordening, 2015, saamgelees met Wet op Ruimtelike Beplanning en Grondgebruikbestuur, 2013 (Wet 16 van 2013) (SPLUMA), kennis dat ek by die Thabazimbi Munisipaliteit aansoek gedoen het vir die onderverdeling van Gedeelte 1 van die plaas Groenvley, 87-KQ, Limpopo Provinsie.

Besonderhede van die aansoek lê ter insae gedurende gewone kantoorure by die kantoor van die Bestuurder: Beplanning en Ekonomiese Ontwikkeling, Thabazimbi Munisipaliteit, 7 Rietbokstraat, Thabazimbi vir 'n tydperk van 30 dae vanaf 6 Maart 2020.

Besware teen of vertoë ten opsigte van die aansoek moet binne 'n tydperk van 30 dae vanaf 6 Maart 2020 skriftelik by of tot die Bestuurder: Beplanning en Ekonomiese Ontwikkeling, Thabazimbi Munisipaliteit, by bovermelde adres of by Privaat Sak X530, Thabazimbi, 0380 ingedien of gerig word.

**ADRES VAN AGENT: PLAN WIZE STADS- EN STREEKBEPLANNERS, POSBUS 2445, THABAZIMBI, 0380, TEL: 0824497626**

6-13

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**PROCLAMATION • PROKLAMASIE**

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**PROCLAMATION 13 OF 2020****GREATER TZANEEN MUNICIPALITY  
TZANEEN AMENDMENT SCHEME 423**

It is hereby notified in terms of the provisions of Section 57 of the Spatial Planning and Land Use Management By-Law of Greater Tzaneen Municipality read together with Section 57(1)(a) of the Town-Planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Greater Tzaneen Municipality has approved the amendment of the Tzaneen Town Planning Scheme, 2000 by the rezoning of Erf 89, Clearwaters Cove Extension 1 from “**Special**” with Annexure HNA3 to “**Residential 1**”.

Map 3 and the scheme clauses of the amendment scheme are filed with the Municipal Manager of the Greater Tzaneen Municipality, TZANEEN, and the Director: Department Co-operative Governance, Human Settlements and Traditional Affairs, POLOKWANE, and are open for inspection during normal office hours.

This amendment is known as Tzaneen Amendment Scheme 423 and shall come into operation on the date of publication of this notice.

**MR. B.S. MATLALA**  
**MUNICIPAL MANAGER**

Municipal Offices  
P.O. Box 24  
Tzaneen  
0850

Date : 6 March 2020  
Notice No. : PD 7/2020

**PROKLAMASIE 13 VAN 2020****GROTER TZANEEN MUNISIPALITEIT  
TZANEEN WYSIGINGSKEMA 423**

Hiermee word ingevolge die bepalings van Artikel 57 van die Ruimtelike Beplanning en Grondgebruikbestuurs Bywet van Groter Tzaneen Munisipaliteit saamgelees met Artikel 57(1)(a) van die Ordonnansie op Dorpsbeplanning en Dorpe, 1986 (Ordonnansie 15 van 1986), bekend gemaak dat die Groter Tzaneen Munisipaliteit die wysiging van die Tzaneen Dorpsbeplanningskema, 2000 goedgekeur het, deur die hersonering van Erf 89, Clearwaters Cove Uitbreiding 1 vanaf “**Spesiaal**” met Bylaag HNA3 na “**Residensieel 1**”.

Kaart 3 en die skemaklousules van hierdie wysigingskema word deur die Munisipale Bestuurder van die Groter Tzaneen Munisipaliteit, TZANEEN, en die Direkteur: Departement Samewerkende Regering, Behuising en Tradisionele Sake, POLOKWANE, in bewaring gehou en lê gedurende gewone kantoorure ter insae.

Hierdie wysiging staan bekend as Tzaneen Wysigingskema 423 en tree op datum van publikasie van hierdie kennisgewing in werking.

**MNR. B.S. MATLALA**  
**MUNISIPALE BESTUURDER**

Munisipale Kantore  
Posbus 24  
Tzaneen 0850

Datum : 6 Maart 2020  
Kennisgewing Nr : PD 7/2020

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**PROVINCIAL NOTICES • PROVINSIALE KENNISGEWINGS**

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**PROVINCIAL NOTICE 24 OF 2020****NOTICE APPLICATION FOR THE REZONING OF PORTION 1 OF ERF 2209 SITUATED IN 45 NIKKEL STREET IN POLOKWANE EXTENSION 13 FROM “INDUSTRIAL” TO “EDUCATIONAL” (SCHOOL), IN TERMS OF SECTION 61 AND SCHEDULE 10 OF THE POLOKWANE SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAWS, 2017 AS WELL AS SECTION 28 OF THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT, ACT 16 OF 2013.**

We, Tshiongolwe Development Planning Consultants being the agent of Motcas Investments (PTY) LTD hereby give notice that we have applied to Polokwane Municipality for the Rezoning of Portion 1 of Erf 2209 from Industrial to Educational in terms of Section 61 and Schedule 10 of the Polokwane Municipal Planning By-law, 2017, read together with the provision of Spatial Planning Land Use Management Act, Act 16 of 2013. The property is situated at 45 Nikkel Street in Polokwane Extension 13, Superbia, Polokwane.

Any objection(s) and/ or comments(s), including the grounds for such objection(s) and/ or comment(s) with full contact details, without which the Municipality cannot correspond with the person or body submitting the objection(s) and/ or comment(s), shall be lodged with, or made in writing to: Manager: City Planning and Property Management, PO Box 111, Polokwane, 0700. Full particulars and plans may be inspected during normal office hours at the Municipal offices as set above, for a period of 28 days, from 17 February 2020 to 15 March 2020.

Enquiries on the application should be directed to the Director of Planning Civic Centre, Corner Landros Mare and Bodenstein Street, Polokwane, 0700, PO Box 111, Polokwane, 0700 or Mr. T.J. Madima (082 463 3495) of Tshiongolwe Development Planning Consultants, 7B Bodenstein Street, Polokwane, 0700, Email: [ttshiongolwe@yahoo.com](mailto:ttshiongolwe@yahoo.com) / [madimatshisa@webmail.co.za](mailto:madimatshisa@webmail.co.za)

28–6

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**TSEBISHO YA KGOPELO YA GO FETOLELA SETENE SA PORTION 1 OF ERF 2209 GO TSWA GO TSA INDUSTERI (INDUSTRIAL) GO YA GO LEFELo LA TSA THUTO GO LA TELWA MOLAWANA WA 61 SEKETSULONG (SCHEDULE) SA 10 SA MELAWO YA MMASEPALA WA POLOKWANE YA 2017 E BALEGA GAMMOGO LE KAROLO YA TSA BO POLANE LE TSHUMISHO YA MOBU, ACT 16 OF 2013**

Rena ba Tshiongolwe Development Planning Consultants, re le baemedi bao ba kgethilwego semolao ke mong wa lefelo le e leng Motcas Investments (PTY) LTD, re fa tsibisho go latelwa molawana wa 61 (Schedule 10) sa melawo ya mmasepala wa Polokwane wa 2017 e balega gammogo le karolo ya tsa bo polane le tshumisho ya mobu, Act 16 of 2013. gore re dirile kgopelo go Mmasepala wa Polokwane ya go fetola setene sa Portion 1 Erf 2209 go tswa go Indusieri (Industrial) go ya go tsa thuto. Setene se mo mmileng wa 45 Seterateng sa Nikkel toropong ya Polokwane.

Ditokomane tsa kgopelo ye di ka humanwa le go lekolwa ka nako ya moshomo dikantorong tsa Mosipidishi wa tsa bopolane, Mmmasepaleng wa Polokwane, Corner Landros Mare. Kgopelo ye e tla dula dikantorong go fihlela matsatsi a 28 go thoma ka di 17 Dibokwane 2020 gofihla ka di 15 Hlakola 2020.

Ditlletlebo le dingongorego tsa kgopelo ye di ka dirwa ka mokgwa wa go ngwalwa tsa lebishwa go aterese ye elego ka godimo goba No 7B Bodenstein Street Polokwane, 0700 go se gwa fela matsatsi a 28 go thoma ka di 17 Dibokwane 2020 gofihla ka di 15 Hlakola 2020.

Diputsisho mabapi le kgopelo ye dika libishwa go Senior Manager Planning and Development, Polokwane Local Municipality Civic Center, Corner Landros Mare and Bodenstein Street Polokwane goba Mr. T.J. Madima (082 463 3495) ka go ngwalela go Tshiongolwe Development Planning Consultants, 7B Bodenstein Street, Polokwane, 0700, Email: [ttshiongolwe@yahoo.com](mailto:ttshiongolwe@yahoo.com) / [madimatshisa@webmail.co.za](mailto:madimatshisa@webmail.co.za)

28–6

## PROVINCIAL NOTICE 25 OF 2020

**NOTICE APPLICATION FOR THE REZONING OF PORTION 2 (PORTION OF PORTION 1) OF ERF 871 PIETERSBURG TOWNSHIP (178 MARSHALL STREET), POLOKWANE REGISTRATION DIVISION LS LIMPOPO PROVINCE, FROM RESIDENTIAL 1 TO RESIDENTIAL 2 IN TERMS OF SECTION 61 SCHEDULE 10 AND CHAPTER 6 OF THE POLOKWANE BY-LAWS 2017 AND POLOKWANE/PESKEBULT TOWN PLANNING SCHEME 2016 READ TOGETHER WITH THE PROVISIONS OF SPATIAL PLANNING AND LAND USE MANAGEMENT ACT (SPLUMA), ACT NO 16 OF 2013.**

We, Tshiongolwe Development Planning Consultants being the agent of Mr. Thikhathali Charles Maboyi and Azwifani Maboyi hereby give notice that we have applied to Polokwane Municipality for the Rezoning of Portion 2 (Portion of Portion 1) of Erf 871 from Residential 1 to Residential 2 in terms of Section 61 and Schedule 10 and Chapter 6 of the Polokwane Municipal Planning By-law, 2017 and Polokwane/ Peskebult Town Planning Scheme 2016, read together with the provision of Spatial Planning Land Use Management Act, Act 16 of 2013. The property is situated at 178 Marshall Street, Polokwane.

Any objection(s) and/ or comments(s), including the grounds for such objection(s) and/ or comment(s) with full contact details, without which the Municipality cannot correspond with the person or body submitting the objection(s) and/ or comment(s), shall be lodged with, or made in writing to: Manager: City Planning and Property Management, PO Box 111, Polokwane, 0700. Full particulars and plans may be inspected during normal office hours at the Municipal offices as set above, for a period of 28 days, from 17 February 2020 to 15 March 2020.

Enquiries on the application should be directed to the Director of Planning Civic Centre, Corner Landros Mare and Bodenstein Street, Polokwane, 0700, PO Box 111, Polokwane, 0700 or Mr. T.J. Madima (082 463 3495) of Tshiongolwe Development Planning Consultants, 7B Bodenstein Street, Polokwane, 0700, Email: [ttshiongolwe@yahoo.com](mailto:ttshiongolwe@yahoo.com) / [madimatshisa@webmail.co.za](mailto:madimatshisa@webmail.co.za)

28-6

**TSEBISHO YA KGOPELO YA GO FETOLELA LE FELO LA BODULO E LE GO PORTION 2 (PORTION OF PORTION 1) OF ERF 871 PIETERSBURG TOWNSHIP (178 MARSHALL STREET) GO TSWA GO BODULO BA MATHOMO (RES 1) GO YA GO BODULO BA BOBEDI (RES 2) GO LATELWA MOLAWANA WA 61 SEKETSULONG SA 10 (SCHEDULE 10) LE TSHAPOTARA YA 6 YA MELAWO YA MMASEPALA WA POLOKWANE YA NGWAGA WA 2017 E BALEGA GAMMOGO LE KAROLO YA TSA BO POLANE LE TSHUMISHO YA MOBU, ACT 16 OF 2013**

Rena ba Tshiongolwe Development Planning Consultants, re le baemedi bao ba kgethilwego semolao ke mong wa lefelo le e lego Mr. Thikhathali Charles Maboyi le Mrs. Azwifani Maboyi, re fa tsibisho go latelwa Molawana wa 61 (seketsule 10) le Tshapotara ya 6 ya Melawo ya Mmasepala wa Polokwane ya 2017 e balega gammogo le Karolo ya tsa bo Polane le Tshumisho ya mobu, Act 16 of 2013 gore re dirile kgopelo go Mmasepala wa Polokwane ya go fetola setene sa Bodulo sa mathomo (Res 1) go ya go setene sa tsa Bodulo sa bobedi (Res 2) Setene se mmileng wa 178 Marshall Street Polokwane.

Ditokomane tsa kgopelo ye di ka humanwa le go lekolwa ka nako ya moshomo dikantorong tsa Mosipidishi wa tsa bopolane, Mmasepaleng wa Polokwane, Corner Landros Mare. Kgopelo ye e tla dula dikantorong go fihlela matsatsi a 28 go thoma ka di 17 Dibokwane 2020 gofihla ka di 15 Hlakola 2020.

Dititlebo le dingongorego tsa kgopelo ye di ka dirwa ka mokgwa wa go ngwalwa tsa lebishwa go aterese ye elego ka godimo goba No 7B Bodenstein Street Polokwane, 0700 go se gwa fela matsatsi a 28 go thoma ka di 17 Dibokwane 2020 gofihla ka di 15 Hlakola 2020.

Diputsisho mabapi le kgopelo ye dika libishwa go Senior Manager Planning and Development, Polokwane Local Municipality Civic Center, Corner Landros Mare and Bodenstein Street Polokwane goba Mr. T.J. Madima (082 463 3495) ka go ngwalela go Tshiongolwe Development Planning Consultants, 7B Bodenstein Street, Polokwane, 0700, Email: [ttshiongolwe@yahoo.com](mailto:ttshiongolwe@yahoo.com) / [madimatshisa@webmail.co.za](mailto:madimatshisa@webmail.co.za)

28-6

**PROVINCIAL NOTICE 26 OF 2020****POLOKWANE LAND USE SCHEME FOR MANKWENG, SEBAYENG, AGANANG AND RURAL AREAS****AMENDMENT SCHEME 01**

T3 CONSULTING ENGINEERS CC, being the authorised agent of Erf 642, Mankweng A, hereby give notice in terms of Section 95 of the Municipal Planning By-Law, 2017 that we have applied to the Polokwane Municipality for the amendment of the Polokwane Land Use Scheme 2017 for Mankweng, Sebayeng, Aganang and rural areas by rezoning of the said erf in terms of section 61 of the Polokwane Municipal Planning By-Law, 2017, from "Residential 1" to "Residential 3" and as well as simultaneous application for special consent of the Polokwane Municipality in terms of Clause 21 of the said scheme to allow the increase of F.A.R of 1.5 to 2.0. Particulars of the application will lie for inspection during normal office hours at the office of the Manager: City Planning and Property Management, second Floor, West Wing, Civic Centre, Landdros Mare Street, Polokwane for a period of 28 days from **28 February 2020**. Objections to or representations in respect of the application must be lodged with or made in writing to the Manager: City Planning and property management at: P.O. Box 111, Polokwane, 0700 within a period of 28 days from the date of publication **28 February 2020**.

Address of agent: T3 Consulting Engineers cc, P.O. Box 1108, Fauna Park, 0787 Cell: 082 482 7425/015 291 5301 Fax: 086 538 4825, [eratshibvumo@gmail.com](mailto:eratshibvumo@gmail.com)

28-6

**PROVINSIALE KENNISGEWING 26 VAN 2020****POLOKWANE GRONDGEBRUIKSKEMA VIR MANKWENG, SEBAYENG, AGANANG EN LANDELIKE GEBIEDE WYSIGINGSKEMA 01**

T3 Raadgewende Ingenieurs cc, synde die gemagtigde agent van Erf 642, Mankweng A, gee hiermee ingevolge Artikel 95 van die Munisipale Beplanningsverordening, 2017 kennis dat ons by die Polokwane Munisipaliteit aansoek gedoen het om die wysiging van die Polokwane Grondgebruikskema 2017 vir Mankweng, Sebayeng, Aganang en landelike gebiede deur die genoemde erf te hersoneer ingevolge artikel 61 van die Polokwane Munisipale Beplanningswet, 2017, van "Residensieel 1" na "Residensieel 3" en terselfdertyd aansoek om spesiale toestemming van die Polokwane Munisipaliteit ingevolge klousule 21 van genoemde skema om die verhoging van FAR van 1,5 tot 2,0 toe te laat.

Besonderhede van die aansoek le ter insae gedurende gewone kantoorure by die kantoor van die Bestuurder: Stadsbeplanning en Eiendomsbestuur, tweede vloer, West Wing, Burgersentrum, Landdros Marestraat, Polokwane, vir 'n tydperk van 28 dae vanaf 28 Februarie 2020. Besware teen of vertoe ten opsigte van die aansoek moet skriftelik by die Bestuurder: Stadsbeplanning en eiendomsbestuur by: PO ingedien of gerig word. Box 111, Polokwane, 0700 binne 'n tydperk van 28 dae vanaf die datum van publikasie 28 Februarie 2020.

Adres van agent: T3 Raadgewende Ingenieurs cc, P.O. Boks 1108, Fauna Park, 0787 Cell: 082 482 7425/015 291 5301 Faks: 086 538 4825, [eratshibvumo@gmail.com](mailto:eratshibvumo@gmail.com)

28-6

## PROVINCIAL NOTICE 32 OF 2020

**NOTICE**

A notice is hereby, served in terms of Section 34(2) of Spatial Planning and Land Use Management Act 16 of 2013, to establish a District Municipal Planning Tribunal to determine land development and land use applications for Ba-Phalaborwa, Greater Giyani, Greater Letaba and Maruleng Local Municipalities

Mopani District Municipality and the above-mentioned local municipalities entered into agreement in terms of Section 34(2) of Spatial Planning and Land Use Management Act 16 of 2013 to establish a district municipal planning tribunal under the following respective council resolutions:

Mopani District Municipality	No: 59/2014 dated 18 December 2014
Ba-Phalaborwa Municipality	No: 284/14 dated 31 July 2014
Greater Giyani Municipality	No: CR21-29/08/14SP dated 29 August 2014
Greater Letaba Municipality	No: A1159 dated 11 August 2014
Maruleng Municipality	No: SPED03/07/2014 dated 30 July 2014

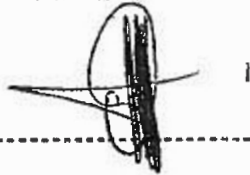
MONAKEDI S.R.  
MUNICIPAL MANAGER  
MOPANI DISTRICT MUNICIPALITY

DATE

## PROVINCIAL NOTICE 33 OF 2020

**NOTICE FOR PUBLIC INPUTS/COMMENTS FOR MOPANI DISTRICT MUNICIPALITY SPATIAL DEVELOPMENT FRAMEWORK 2019-2020**

1. Mopani District Municipal Council hereby invite public inputs or comments on its draft Spatial Development Framework in terms of section 20(3) (a)-(c) of Spatial Planning and Land Use Management Act, Act 16 of 2013.
2. Written representations must reach Mopani District Municipality within 60 calendar days of publication of this notice.
3. Representation can be submitted by hand to the Mopani District Municipality registry office number 16 ground floor or through an email to [maboyaf@mopani.gov.za](mailto:maboyaf@mopani.gov.za) or [ngobenir@mopani.gov.za](mailto:ngobenir@mopani.gov.za) or [nemahenin@mopani.gov.za](mailto:nemahenin@mopani.gov.za)
4. Once written representation close, Mopani District Council shall consider and factor all inputs submitted into the Spatial Development Framework document and effect it terms of section 20(1) - (2) of Spatial Planning and Land Use Management Act.
5. The draft Spatial Development Framework 2019-2020 document can be viewed in the following strategic points:
  - 5.1. Tzaneen in Greater Tzaneen Municipal Offices
  - 5.2. Phalaborwa in Ba-Phalaborwa Municipal Offices
  - 5.3. Maruleng in Maruleng Municipal Offices
  - 5.4. Modjadiskloof in Greater Letaba Municipal Offices
  - 5.5. Giyani in Greater Giyani Municipal Offices
6. Viewing hours shall be from 8:00 am – 16:00 pm from Monday to Friday excluding public holidays.



Notice given by: .....

**KGATLA Q**  
**ACTING MUNICIPAL MANAGER**  
**MOPANI DISTRICT MUNICIPALITY**

**NOTICE FOR PUBLIC INPUTS/COMMENTS FOR MOPANI DISTRICT MUNICIPALITY SPATIAL  
DEVELOPMENT FRAMEWORK 2019-2020**

1. Mopani District Municipal Council hereby invite public inputs or comments on its draft Spatial Development Framework in terms of section 20(3) (a)-(c) of Spatial Planning and Land Use Management Act, Act 16 of 2013.
2. Written representations must reach Mopani District Municipality within 60 calendar days of publication of this notice.
3. Representation can be submitted by hand to the Mopani District Municipality registry office number 16 ground floor or through an email to [maboyaf@mopani.gov.za](mailto:maboyaf@mopani.gov.za) or [ngobenir@mopani.gov.za](mailto:ngobenir@mopani.gov.za) or [nemahenln@mopani.gov.za](mailto:nemahenln@mopani.gov.za)
4. Once written representation close, Mopani District Council shall consider and factor all inputs submitted into the Spatial Development Framework document and effect it terms of section 20(1) - (2) of Spatial Planning and Land Use Management Act.
5. The draft Spatial Development Framework 2019-2020 document can be viewed in the following strategic points:
  - 5.1. Tzaneen in Greater Tzaneen Municipal Offices
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  - 5.4. Modjadjiskloof in Greater Letaba Municipal Offices
  - 5.5. Giyani in Greater Giyani Municipal Offices
6. Viewing hours shall be from 8:00 am – 16:00 pm from Monday to Friday excluding public holidays.

Notice given by: .....

  
KGATLA Q

ACTING MUNICIPAL MANAGER  
MOPANI DISTRICT MUNICIPALITY

## PROVINCIAL NOTICE 34 OF 2020

Old DCO Building  
Hospital Roads  
Malamulele  
0982



Private Bag X9271  
Malamulele  
0982  
Tel (015) 851 0110  
Fax (015) 851 0097

## COLLINS CHABANE LOCAL MUNICIPALITY

Enquiries: Mabasa RP  
Tel: 015 851 0164  
Fax: 015 851 0097

Date: 01 JULY 2019

**PROMULGATION OF PROPERTY RATES LEVY**

Notice is hereby given in terms of the Municipal Systems Act (Act 32 of 2000), Section 75 (a), and Section 14 (2) of the Municipal Property Rates Act and Section 16 (2) of the Municipal Finance Management Act as amended, at a council meeting held on the 31<sup>ST</sup> May 2019 council resolution no: A01/31/05/2019 that Collins Chabane Local Municipality shall levy the following rates with effect from 1<sup>st</sup> July 2019 for the Financial year 2019/2020.

**PROPERTY RATES TARIFF TABLE**

	CATEGORIES	RAND PER CENT	RATE RAND VALUE
Property Rates	Residential	rand per cent	0.00810
	Business	rand per cent	0.01010
	Farms Rural Development	rand per cent	0.01010
	Government	rand per cent	0.01110
	Industrial property	rand per cent	0.00910
	Agricultural property	rand per cent	0.00850
	Public service infrastructure	rand per cent	0.00900
	Public benefit organisation property	rand per cent	0.00900
	Churches	rand per cent	0.00100
	Municipal property	rand per cent	0.01000
	Multiple use properties	rand per cent	0.00500
<b>EXEMPTIONS / REBATES ON PROPERTY RATES</b>			
Property Rates	Residential	rand per cent	0.00810
	Rebate	House Fixed market value	15 000.00
		Additional 15 % rebate	0.15000
	Churches	rand per cent	0.00100
	Rebate registered as NPO	rand per cent (100%)	0.00100
	Municipal property	rand per cent	0.01000
		Rebate	rand per cent (100%) 0.01000

Hope you find the above in order.

Yours faithfully

**SHILENGE R.R.**  
**ACTING MUNICIPAL MANAGER**

Vision: "A spatially integrated and sustainable local economy by 2030"

Mission: To ensure the provision of sustainable basic services and infrastructure to improve the quality of life of our people and to grow the local economy for benefit of all citizens

PROVINCIAL NOTICE 35 OF 2020



MAKHUDUTHAMAGA  
LOCAL MUNICIPALITY

**SPATIAL PLANNING AND LAND USE  
MANAGEMENT  
BY-LAW, 2020**

**The Municipal Manager Makhuduthamaga Local Municipality hereby, in terms of Section 13 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) read together with section 162 of the Constitution of the Republic of South Africa, publishes the Spatial Planning and Land Use Management By-law in line with the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013 for Makhuduthamaga Local Municipality, as approved by its Council, as set out hereunder.**

## **PREAMBLE**

**WHEREAS** section 156(1) of the Constitution confers on municipalities the right to administer local government matters listed in Part B of Schedules 4 and 5 of the Constitution;(1996)

**AND WHEREAS** Part B of Schedule 4 of the Constitution lists all the local government matters including Municipal Planning;

**AND WHEREAS** section 156(2) of the Constitution empowers municipalities to make and administer by-laws for the effective administration of the matters which it has the right to administer;

**AND WHEREAS** it is necessary in terms of sections 20, 21, 22, 23, and 24 and related provisions of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013), to establish a uniform, recognisable and comprehensive system of spatial planning and land use management in its municipal area, to maintain economic unity, equal opportunity, equal access to government services and to promote social and economic inclusion;

**AND WHEREAS** the new system of local government requires an efficient, effective and transparent local government administration that conforms to constitutional principles;

**AND WHEREAS** it is necessary that procedures and institutions to facilitate and promote co-operative government and intergovernmental relations in respect of spatial planning and land use management be developed;

**AND WHEREAS** it is necessary to ensure the validity, surety and legitimacy of the Municipal Spatial Development Framework of the Makhuduthamaga Local Municipality through the determination of wide public participation and integration with all spheres of government sector plans as well as municipal infrastructure and transport planning;

**AND WHEREAS** it is necessary that in terms of Chapter 3 of the Spatial Planning and Land Use Management Regulations, the municipality determine the manner and format for land development and land use applications, categories and timeframes and processes and procedures related thereto;

**NOW THEREFORE** the Makhuduthamaga Local Municipality has adopted this By-law in terms of section 13 of the Municipal Systems Act, 2000 (Act 32 of 2000).

**BE IT THEREFORE PROMULGATED** in terms of section 13 of the Municipal Systems Act, 2000 (Act 32 of 2000), by the Makhuduthamaga Local Municipality of the following By-law:

**ARRANGEMENT OF SECTIONS****CHAPTER 1****DEFINITIONS, APPLICABILITY AND CONFLICT OF LAWS****Sections**

1. Definitions
2. Application of By-Law
3. Conflict of laws

**CHAPTER 2****MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK**

4. Municipal spatial development framework
5. Contents of municipal spatial development framework
6. Intention to prepare, amend or review municipal spatial development framework
7. Institutional framework for preparation, amendment or review of municipal spatial development framework
8. Preparation, amendment or review of municipal spatial development framework
9. Public participation
10. Local spatial development framework
11. Compilation, amendment or review of local spatial development framework
12. Effect of local spatial development framework
13. Record of and access to municipal spatial development framework
14. Deviation from municipal spatial development framework

**CHAPTER 3****LAND USE SCHEME**

15. Applicability of Act
16. Purpose of land use scheme
17. General matters pertaining to land use scheme
18. Development of draft land use scheme
19. Council approval for publication of draft land use scheme
20. Public participation
21. Incorporation of relevant comments
22. Preparation of land use scheme
23. Submission of land use scheme to Council for approval and adoption
24. Publication of notice of adoption and approval of land use scheme
25. Submission to Council
26. Records
27. Contents of land use scheme
28. Land use scheme register
29. Replacement and consolidation of amendment land use scheme

**CHAPTER 4****INSTITUTIONAL STRUCTURE FOR LAND DEVELOPMENT AND LAND USE MANAGEMENT DECISIONS****Part A: Division of Functions**

30. Division of functions between the Municipal Planning Tribunal and an Authorised Official

**Part B: Assessment to establish Municipal Planning Tribunal**

31. Municipal assessment prior to establishment of Municipal Planning Tribunal

**Part C: Establishment of Municipal Planning Tribunal**

32. Composition of Municipal Planning Tribunal for local municipal area
33. Nomination procedure
34. Submission of nomination
35. Initial screening of nomination by Municipality
36. Evaluation panel
37. Appointment of member to Municipal Planning Tribunal by Council
38. Term of office and conditions of service of members of Municipal Planning Tribunal
39. Vacancy
40. Proceedings of Municipal Planning Tribunal
41. Tribunal of record
42. Commencement date of operations of Municipal Planning Tribunal

**Part D: Decisions of Municipal Planning Tribunal**

43. General criteria for consideration and determination of application by Municipal Planning Tribunal or authorised official
44. Conditions of approval
45. Agreement to establish joint Municipal Planning Tribunal
46. Status of decision of joint Municipal Planning Tribunal
47. Agreement to establish district Municipal Planning Tribunal
48. Composition of district Municipal Planning Tribunals
49. Status of decision of district Municipal Planning Tribunal

**Part E: Administrative Arrangements**

50. Administrator for Municipal Planning Tribunal for municipal area

**CHAPTER 5****LAND USE AND LAND DEVELOPMENT APPLICATIONS****Part A: Categories of Applications**

51. Categories of land use and land development applications
52. Application for land development required

**Part B: Establishment of Township or Extension of Boundaries of Township**

53. Application for establishment of township
54. Division or phasing of township
55. Lodging of layout plan for approval with the Surveyor-General.
56. Compliance with pre-proclamation conditions
57. Opening of Township Register
58. Proclamation of an approved township

**Part C: Rezoning of land**

59. Application for amendment of a land use scheme by rezoning of land

**Part D: Removal, Amendment or Suspension of a Restrictive or Obsolete Condition, Servitude or Reservation Registered Against the Title of the Land**

60. Requirements for amendment, suspension or removal of restrictive conditions or obsolete condition, servitude or reservation registered against the title of the land
61. Endorsements in connection with amendment, suspension or removal of restrictive conditions

**Part E: Subdivision and Consolidation**

62. Application for subdivision
63. Confirmation of subdivision
64. Lapsing of subdivision and extension of validity period
65. Amendment or cancellation of subdivision plan
66. Exemption of subdivision and consolidation
67. Services arising from subdivision
68. Consolidation of land units
69. Lapsing of consolidation and extension of validity period

**Part F: Permanent Closure of Public**

70. Closure of public places

**Part G: Special Consent Use of the Municipality**

71. Application for consent use

Part H: Application on communal land

72. Application on communal land

Part I: Temporary Consent

73. Application for temporary consent

Part J: Incidents of land invasion

74. Incidents of land invasion

Part K: General Matters

75. Ownership of public places and land required for municipal engineering services and social facilities  
76. Restriction of transfer and registration  
77. First transfer  
78. Certification by Municipality  
79. National and Provincial Interest

## **CHAPTER 6**

### **GENERAL APPLICATION PROCEDURES**

80. Applicability of the Chapter  
81. Procedures for making application  
82. Information required  
83. Application fees  
84. Grounds for refusing to accept application  
85. Receipt of application and request for further documents  
86. Additional information  
87. Confirmation of complete application  
88. Withdrawal of application  
89. Notice of applications in terms of integrated procedures  
90. Notification of application in media  
91. Serving of notice  
92. Content of notice  
93. Additional methods of public notice  
94. Requirements for petitions  
95. Requirements for objections, comments or representations  
96. Amendments prior to approval  
97. Further public notice  
98. Cost of notice  
99. Applicant's right to reply  
100. Written assessment of application

- 101. Decision-making period
- 102. Failure to act within time period
- 103. Powers to conduct routine inspections
- 104. Determination of application
- 105. Notification of decision
- 106. Duties of agent of applicant
- 107. Errors and omissions
- 108. Withdrawal of approval
- 109. Procedure to withdraw an approval
- 110. Exemptions to facilitate expedited procedures

## **CHAPTER 7**

### **ENGINEERING SERVICES AND DEVELOPMENT CHARGES**

#### **Part A: Provision and Installation of Engineering Services**

- 111. Responsibility for providing engineering services
- 112. Installation of engineering services
- 113. Engineering services agreement
- 114. Abandonment or lapsing of land use and land development applications

#### **Part B: Development Charges**

- 115. Payment of development charges
- 116. Offset of development charges
- 117. Payments of development charges in instalments
- 118. Refund of development charges
- 119. General matters relating to contribution charges

## **CHAPTER 8**

### **APPEAL PROCEDURES**

#### **Part A: Management of an Appeal Authority**

- 120. Presiding officer of appeal authority
- 121. Bias and disclosure of interest
- 122. Registrar of appeal authority
- 123. Powers and duties of registrar

#### **Part B: Appeal Process**

- 124. Commencing of appeal
- 125. Notice of appeal

- 126. Notice to oppose an appeal
- 127. Screening of appeal

#### Part C: Parties to an Appeal

- 128. Parties to appeal
- 129. Intervention by Minister or MEC
- 130. Intervention by interested person

#### Part D: Jurisdiction of Appeal Authority

- 131. Jurisdiction of appeal authority
- 132. Appeal hearing by appeal authority
- 133. Written hearing by appeal authority
- 134. Oral hearing by appeal authority
- 135. Representation before appeal authority
- 136. Opportunity to make submissions concerning evidence

#### Part E: Hearings of Appeal Authority

- 137. Notification of date, time and place of hearing
- 138. Hearing date
- 139. Adjournment
- 140. Urgency and condonation
- 141. Withdrawal of appeal

#### Part F: Oral Hearing Procedure

- 142. Location of oral hearing
- 143. Presentation of each party's case
- 144. Witnesses
- 145. Proceeding in absence of party
- 146. Recording
- 147. Oaths
- 148. Additional documentation

#### Part G: Written Hearing Procedure

- 149. Commencement of written hearing
- 150. Presentation of each party's case in written hearing
- 151. Extension of time
- 152. Adjudication of written submissions

#### Part H: Decision of Appeal Authority

- 153. Further information or advice

- 154. Decision of appeal authority
- 155. Notification of decision
- 156. Directives to Municipality

Part I: General

- 157. Expenditure

**CHAPTER 9**

**COMPLIANCE AND ENFORCEMENT**

- 158. Enforcement
- 159. Offences and penalties
- 160. Serving of compliance notice
- 161. Content of compliance notice
- 162. Objections to compliance notice
- 163. Failure to comply with compliance notice
- 164. Urgent matters
- 165. Subsequent application for authorisation of activity
- 166. Power of entry for enforcement purposes
- 167. Power and functions of authorised employee
- 168. Warrant of entry for enforcement purposes
- 169. Regard to decency and order
- 170. Court order

**CHAPTER 10**

**TRANSITIONAL PROVISIONS**

- 171. Transitional provisions
- 172. Determination of zoning

**CHAPTER 11**

**GENERAL PROVISIONS**

- 173. Delegations
- 174. Repeal of by-laws
- 175. Fees Payable
- 176. Naming and Numbering of Streets
- 177. Undeveloped land Parcels/Vacant land
- 178. Short title and commencement

**List of Schedules and Forms to this Bylaw**

- Schedule 1: Invitation to Nominate a Person to be appointed as a Member to the Makhuduthamaga Municipal Planning Tribunal
- Schedule 2: Call for Nominations for Persons to be appointed as Members to the Makhuduthamaga Municipal Planning Tribunal
- Schedule 3: Disclosure of Interests Form
- Schedule 4: Code of Conduct of Members of the Makhuduthamaga Municipal Planning Tribunal
- Schedule 5: Owners' Associations Form
- Schedule 6: Additional requirements for Subdivision Form
- Schedule 7: Additional requirements for the establishment of a township and extension of the boundaries of a township Form
- Schedule 8: Additional requirements relating to applications for the amendment of an approved township/land development, division or phasing of a township and alteration, amendment or cancellation of the general plan Form
- Schedule 9: Layout plan Form
- Schedule 10: Objection and/or representations on an application of land use or land development Form in terms of section 95 of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law
- Schedule 11: Notice of appeal/petition Form in terms section of 125 of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law
- Schedule 12: Application Form for Amendment of Land Use Scheme or Rezoning In Terms of Section of 59(1) of Makhuduthamaga the Municipal Spatial Planning and Land Use Management By-Law
- Schedule 13: Application Form for Removal, Amendment or Suspension of Restrictive or Obsolete Condition, Servitude or Reservation Registered Against the Title of the Land in Terms of Section of 60(2) of the Makhuduthamaga Municipal Spatial Planning and Land Use Management By-Law
- Schedule 14: Application Form for Subdivision in Terms of Section 62(2) of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law
- Schedule 15: Application Form for Consolidation in Terms of Section 68 of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law
- Schedule 16: Application for Special Consent Use in Terms Section 71 (1) of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law
- Schedule 17: Application for Building Line Relaxation in Terms of Section 71 (2) of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law
- Schedule 18: Application for Temporary Consent in Terms of Section 73 of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law

Schedule 19: Example of a Power of Attorney

Schedule 20: Example of Advertisement Notice

Amendment of Land Use Scheme or Rezoning in Terms of Section 59(1) Of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law

Schedule 21: Example of Advertisement Notice:

Application for Consent in Terms of Section 71 of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law Consent Number

Schedule 22: Example of Affidavit/Affirmation

Schedule 23: Notification of application in the media: Minimum Notification Procedures in terms of Section 90 of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management Bylaw

## CHAPTER 1

### DEFINITIONS, APPLICABILITY AND CONFLICT OF LAWS

#### 1 Definitions

In this By-Laws, unless the context indicates otherwise, a word or expression defined in the Act or provincial legislation has the same meaning as in this By-laws and -

**“Act”** means the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013); as published on 5 August 2013, Spatial Planning and Land Use Management Regulations: Land Use Management and General Matters, 2015 and any subsidiary legislation or other legal instruments issued in terms thereof;

**“additional- necessary information”** means any information that may be requested by the Municipality which in its opinion is necessary to consider and decide on a land development application read with Regulation 16(9) of the Act;

**“Adopt or Adopted”** in relation to a Municipal Spatial Development Framework, Land Use Scheme, amendment scheme, policy or plans, means the publication as may be required in terms of this By-law, of the said documents by the Municipality, but must where the date of coming into operation differs from the date in terms of which any document is published in accordance with the provisions of this By-law, only be adopted upon the date of coming into operation thereof

In the event of any land development application being approved, which does not require any further notification in the Provincial Gazette for it to come into operation, the date on which the Municipality has certified in terms of this By-law that the applicant has complied with the conditions of approval of the land development application, shall be the date it has been adopted and shall be deemed to have been adopted;

**“adjoining owner(s)”** means the owner of any property sharing a common boundary with a property(ies) which forms the subject of a land development application or touches any corner of the aforesaid property(ies) and will include a property that may be separated from the aforesaid property by a road or a roadway or a right of way servitude or a railway reserve or open space, or similar properties

**“agent”** means a duly authorised person or company authorised in terms of a power of attorney to submit a land development application on behalf of the owner of land

**“amendment scheme”** means an amendment to the Land Use Scheme which amendment has been approved, adopted and came into operation in terms of this By-law or any other relevant law and adopted amendment scheme shall have a corresponding meaning;

**“authorised official”** means an official who may consider and determine applications as contemplated in section 35(2) of the Act;

**“appeal authority”** means the appeal authority referred to in section 51(2) or (6) of the Act;

**“Applicant”** means:

(a) an owner(s); or

(b) duly authorized person on behalf of the owner; of property(ies) or land within the jurisdiction of the Municipality read with section 45 of the Act who submits land use and land development applications contemplated in section 46 of this By-law. It also includes the municipality and an organ of state under who's control and management the property(ies) or land falls in terms of the Local Government Ordinance, 1939 (Ord. 17 of 1939), or relevant legislation;

**“application”** means an application submitted to the Municipality in terms of section 16 of this By-law and a land development application shall have a corresponding meaning;

**“approved amendment scheme”** means a draft amendment scheme that was approved in terms of this By-law, but of which notice has not been given in the Provincial Gazette and read with the definition of “adopted; and approved scheme” shall have a corresponding meaning;

**“approved township”** means a township declared an approved township in terms of section 53 this By-Law;

**“Authorised Official”** means a municipal employee who is authorised by the Municipal Council to exercise any power, function or duty in terms of this By-law or the Act and Regulations or such further duties that may by delegation in terms of section 59 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), be assigned to him/her;

**“beneficial owner”** means where the Municipality determines for purposes of this By-law that specific property rights and equity in the property(ies) in terms of any repealed or other law grants such beneficial ownership and lawfully belongs to a person(s) even though dominium or formal title of the property has not been registered or transferred;

**“building”** means a building as contemplated in the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977);

**“by-law”** means this By-Law and includes the schedules and forms attached hereto or referred to herein.

**“body corporate”** means a body corporate as contemplated in the Companies Act, 2008 (Act 71 of 2008) and the Sectional Title's Act, 1986 (Act 95 of 1986);

**“bulk service”** means

(a) the municipal capital infrastructure associated with that portion of an external engineering service which is intended to ensure provision of municipal infrastructure services for the benefits of multiple users or the community as a whole; and

(b) all the primary water, sewerage, waste disposal, sewage treatment facilities and means of disposal of effluent and other products of treatment, electricity and storm-water services, as well as the road network in the system to which the internal services are to be linked;

**“capacity”** means the extent of availability of a municipal infrastructure service;

**“communal land”** means land under the jurisdiction of a traditional council determined in terms of section 6 of the Limpopo Traditional Leadership and Governance Act, (6 of 2005) and which was at any time vested in -

(a) the government of the South African Development Trust established by section 4 of the Development Trust and Land Act, 1936 (Act No. 18 of 1936), or

(b) the government of any area for which a legislative assembly was established in terms of the Self-Governing Territories Constitution Act, 1971 (Act No. 21 of 1971);

**“community”** means residents, as may be determined by the Municipality, that have diverse characteristics but living in a particular area, with common interests, agenda, cause, who may or may not be linked by social ties, share common perspectives, and may engage in joint action in geographical locations or settings;

**“conditional approval”** means an approval of a land development application in terms of this By-law, granted by the Municipal Planning Tribunal, Authorized Official or Municipal Appeals Tribunal, in which conditions are imposed, that in the opinion of the Municipality, have to be complied with prior to the land use rights, coming into operation in terms of this By-law, or registration of any property(ies) as a result of the land development application approval, read with sections 43 and 53 of the Act;

**“conditions of approval”** means condition(s) imposed by the Municipality in the approval of a land development application, including any conditions contained in the annexure(s) and/or plans and/or attachment(s) that form part of the approval and/or are referred to in the approval of the land development application;

**“consent use”** means a land use right that may be obtained by way of consent from the municipality and is specified as such in the land use scheme;

**“consolidation”** means the joining of two or more pieces of land into a single entity;

**“constitution”** means the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996);

**“conveyancer”** means a conveyancer as defined in section 102 of the Deeds Registries Act, 1937 (Act 47 of 1937);

**“council”** means the municipal council of the Municipality;

**“day”** means a calendar day provided that when any number of days is prescribed for the doing of any act in terms of this By-law, it must be calculated by excluding the first day and including the last day; provided further that, if the last day falls on a Sunday or public holiday, the number of days must be calculated by excluding the first day and also the Sunday or public holiday; and further if the day on which a notice in terms of this By-law must appear in any media or Provincial Gazette such notice may not appear on a Sunday or public holiday and which shall for purposes of the calculation of days be excluded;

**“date of notice or date of notification”** means the date on which a notice is served or delivered on a person or body as contemplated in the provisions of this By-law or published in the media or Provincial Gazette as the case may be and which date of notice and appearance shall not be between 10 December to 10 January of any year or as may be determined by the Municipality;

**“decision-making person or body”** means any person or body duly authorised by the Municipality who are required to take a decision in terms of this By-law or the Act;

**“deeds registry”** means a deeds registry as defined in section 102 of the Deeds Registries Act, 1937 (Act 47 of 1937);

**“deeds registries Act”** means the Deeds Registries Act, 1937 (Act 47 of 1937);

**“deliver and delivery”** means to submit or serve documents or copies on any organ of state, or person or body as contemplated in this By-law, of which proof of delivery must be obtained as may be prescribed by the Municipality, and delivering and serve shall have the same meaning;

**“internal department”** means a department of the administration of the Municipality in the context of this By-law;

**“external department”** means any department outside the municipal administration

**“diagram”** means a diagram as defined in the Land Survey Act, 1997 (Act No. 8 of 1997);

**“engineering services agreement”** means a written agreement which is concluded between an owner of property on which a land development application has been brought in terms of this By-law and the Municipality and includes:

- (a) detailed and specific respective rights and obligations regarding the provision and installation of the external and internal engineering services required for an approved land development, further including the design, provision, installation, financing and maintenance of engineering services;
- (b) the associated development charges;
- (c) the standard of such engineering services as determined by the Municipality;
- (d) the classification of engineering services as internal or external services; and
- (e) any matter related to the provision of engineering services in terms of this By-law;

**“engineering services agreement and services agreement”** shall have a corresponding meaning;

**“engineering service or services”** means jointly internal and external engineering services whether provided by the Municipality, any other organ of state or a service provider, or any other person;

**“environment and environmental considerations”** has the same meaning and includes consideration of environmental issues and biodiversity;

**“environmental legislation”** means the National Environmental Management Act, 1998 (Act 107 of 1998), or any other law which may be enacted from time to time for purposes of regulating environmental activities in so far as it relates to land use rights, the Act and this By-law;

**“environmental evaluation”** means an evaluation of the environmental impact of a proposed land development application, conducted in accordance with environmental legislation and environmental guidelines which are from time to time issued and amended by the Department of Environmental Affairs or its successor in title or as may be required by the Municipality;

**“erf”** means land in an approved township registered in a deeds registry as an erf, lot, plot or stand or as a portion or the remainder of any erf, lot, plot or stand or land indicated as such on the general plan of an approved township and includes any particular portion of land laid out as a township which is not intended for a public place, whether or not

such township has been recognized, approved, established and proclaimed as such in terms of this By-law or any repealed law;

**"external engineering services"** has the same meaning as defined in section 1 of the Act and consist of both "bulk services" and "link services";

**"file"** means the lodgement of a document with the appeal authority of the municipality;

**"general plan"** means a general plan approved by the Surveyor-General in terms of the Land Survey Act, 1997 (Act 8 of 1997);

**"incomplete land development application"** means a land development application submitted without the prescribed accompanying documents as may be required by the Municipality or required in terms of the provisions of this By-law read with Regulation 16(3) of the Regulations to the Act and the Schedules to this By-law;

**"interested and affected person"** unless specifically delineated, means any person or group of persons, legal entity or body that can demonstrate their interest in the land development application in terms of section 45(3) of the Act and with specific reference to town planning principles or development principles;

**"internal engineering services"** has the same meaning as defined in section 1 of the Act and includes any link services linking such internal services to the external engineering services.

**"land"** means -

- (a) any erf, agricultural holding or farm portion, and includes any improvements or building on the land and any real right in land, and
- (b) the area of communal land to which a household holds an informal right recognized in terms of the customary law applicable in the area where the land to which such right is held is situated and which right is held with the consent of, and adversely to, the registered owner of the land;

**"land development application"** means one of or a combination of the following applications submitted to the Municipality under Chapter 5 of this By-law with the intention to obtain approval for land development:

- rezoning;
- consent uses, permissions, temporary consents and relaxations in terms of the Land Use Scheme;
- the subdivision and/or consolidation of land;
- the establishment of a township;
- the extension of the boundaries of a township;
- the amendment or cancellation of a general plan; and/or
- any other land development application in terms of the Land Use Scheme or National or Provincial Planning and Development Legislation within the jurisdiction of the Municipality as may be determined by the Municipality from time to time;

**"land development area"** means an erf or the land which is delineated in a land development application submitted in terms of this By-law or any other legislation governing the change in land use and "land area" has a similar meaning;

**"land development officer"** means an official who is authorised by the Municipality to consider and determine applications as contemplated in section 35(2) of the Act;

**“land use scheme”** means the land use scheme adopted and approved in terms of Chapter 3 and for the purpose of this By-laws include an existing scheme until such time as the existing scheme is replaced by the adopted and approved land use scheme.

**“land invasion”** means the illegal occupation of land or any settlement or occupation of people on land without the express or tacit consent of the owner of the land or the person in charge of the land or without any other right to settle on or occupy such land.

**“land use”** means the purpose for which land and/or buildings are/or may be used lawfully in terms of a Land Use Scheme, existing scheme, amendment scheme or in terms of any other authorization, permit or consent issued by an erstwhile authority or the Municipality as its successor in title and includes any conditions related to such land use purposes;

**“land use plan”** means a plan that indicates existing land uses;

**“layout plan”** means a plan indicating information relevant to a land development application and the land intended for development and includes the relative locations of erven, public places, or roads, subdivision or consolidation, and the purposes for which the erven are intended to be used.

**“land survey act”** means the Land Survey Act, 1997 (Act 8 of 1997);

**“land use rights”** means adopted land use applicable to land in terms of this By-law or relevant law; for purposes of issuing a zoning certificate;

**“link services”** means all new services necessary to connect the internal services to the bulk services;

**“member of the executive council”** means the Member of the Executive Council responsible for local government in the Province;

**“municipal area”** means the area of jurisdiction of the Local Municipality in terms of the Local Government: Municipal Demarcation Act, 1998 (Act No. 27 of 1998);

**“municipal manager”** a person appointed by the Makhuduthamaga Municipal Council in terms of section 82 of the Local Government Municipal Structures Act, 1998 (Act No 117 of 1998) as the head of administration and also the accounting officer for the municipality and includes any person acting in that position or to whom authority has been delegated;

**“municipal planning tribunal”** means the Municipal Planning Tribunal established in terms of section 32 of the Spatial Planning and Land Use Management Act 16 of 2013 and its regulations.

**“municipality”** means the Municipality of Local Municipality or its successor in title as envisaged in section 155(1) of the Constitution, established by Notice No (484 dated 28 February 2000) in terms of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998) and for the purposes of this By-law includes an employee or official acting in terms of a delegation issued under section 59 of the Municipal Systems Act;

**“objector”** means a person who has lodged an objection with the Municipality to a draft municipal spatial development framework, draft land use scheme or a land development and land use application;

**“overlay zone”** means a mapped overlay superimposed on one or more established zoning areas which may be used to impose supplemental restrictions on uses in these areas or permit uses otherwise disallowed;

“**premier**” means the Premier of Limpopo Province appointed in terms of the Constitution;

“**previous planning legislation**” means any planning legislation that is repealed by the Act or the provincial legislation;

“**provincial legislation**” means legislation contemplated in section 10 of the Act as may be promulgated by the Province;

“**Province**” means Limpopo Province as referred to in section 103 of the Constitution;

“**regulations**” means the Spatial Planning and Land Use Management Regulations: Land Use Management and General Matters, 2015;

“**service provider**” means a person lawfully appointed by a municipality or other organ of state to carry out, manage or implement any service, work or function on behalf of or by the direction of such municipality or organ of state;

“**servitude**” means a servitude registered against a title deed of a property(ies)

“**spatial development framework**” means the Makhuduthamaga Local Municipality Spatial Development Framework as adopted by council;

“**subdivision**” means the division of a piece of land into two or more portions;

“**township register**” means an approved subdivision register of a township in terms of the Deeds Registries Act;

“**traditional communities**” means communities recognised in terms of section 3 of the Limpopo Traditional Leadership and Governance Act, 2005.

## **2 Application By-law**

- 1 This By-law applies to all land within the geographical and jurisdictional area of the Municipality, including land owned by the state; and binds every owner and their successor-in-title and every user of land, including the state.

## **3 Conflict of laws**

- 1 The provisions of this By-law is subject to the relevant provisions of the Act and the Provincial legislation.
- 2 When considering an apparent conflict between this By-law and another law, a court must prefer any reasonable interpretation that avoids a conflict over any alternative interpretation that results in a conflict as contemplated in section 150 of Constitution of the Republic of South Africa Act, 1996.
- 3 Where a provision of this By-law is in conflict with a provision of the Act or provincial legislation, the Municipality must institute the conflict resolution measures provided for in the Act or in provincial legislation, or in the absence of such measures, the measures provided for in the Intergovernmental Relations Framework Act, 2005 (Act No.13 of 2005); to resolve the conflict and until such time as the conflict is resolved, the provisions of this By-law shall prevail.
- 4 Where a provision of the land use scheme is in conflict with the provisions of this By-law, the By-law shall prevail.
- 5 Where there is a conflict between this By-law and another By-law of the Municipality, this By-Law prevails over the affected provision of the other By-law in respect of any municipal planning matter.

**CHAPTER 2****MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK****4 Municipal spatial development framework**

- 1 The Municipality must prepare, amend or review a municipal spatial development framework in accordance with the provisions of section 20 and 21 of the Act read with section 23 to 35 of the Local Government: Municipal Systems Act

A municipal spatial development framework does not confer or take away land use rights but guides and informs decisions to be made by the Municipality relating to land development.

- 3 The provisions of this Chapter apply, with the necessary change, to the review or amendment of a municipal spatial development framework.

**5 Contents of municipal spatial development framework**

- 1 A municipal spatial development framework must provide for the matters contemplated in section 21 of the Act, section 26 of the Local Government: Municipal Systems Act and Provincial legislation, if any, and the Municipality may for purposes of reaching its constitutional objectives include any matter which it may deem necessary for municipal planning.
- 2 The Municipality may determine any further plans, policies and instruments by virtue of which the municipal spatial development framework must be applied, interpreted and implemented in accordance with subsection (1) above.
- 3 A municipal spatial development framework must make provision for transitional arrangements with regard to the manner in which the municipal spatial development framework is to be implemented by the Municipality.

**6 Intention to prepare, amend or review municipal spatial development framework**

- 1 A Municipality which intends to prepare, amend or review its municipal spatial development framework -
  - (a) may convene an intergovernmental steering committee and a project committee in accordance with section 7;
  - (b) must publish a notice in two of the official languages of the Province most spoken in the municipal area of the Municipality of its intention to prepare, amend or review the municipal spatial development framework and the process to be followed in accordance with section 28(3) of the Local Government: Municipal Systems Act in two newspapers circulating in the area concerned;
  - (c) must inform Council in writing of -
    - (i) its intention to prepare, amend or review the municipal spatial development framework;
    - (ii) the process that will be followed in the drafting or amendment of the municipal spatial development framework including the process for public participation; and
  - (d) must register relevant stakeholders who must be invited to comment on the draft municipal spatial development framework as part of the process to be followed.

**7 Institutional framework for preparation, amendment or review of municipal spatial development framework**

- 1 The purpose of the intergovernmental steering committee contemplated in section 6 (1)(a) is to co-ordinate the applicable contributions into the municipal spatial development framework and to-
  - (a) provide technical knowledge and expertise;

- (b) provide input on outstanding information that is required to draft the municipal spatial development framework or an amendment or review thereof;
  - (c) communicate any current or planned projects that have an impact on the municipal area;
  - (d) provide information on the locality of projects and budgetary allocations; and
  - (e) provide written comment to the project committee at each of various phases of the process.
- 2 The Municipality must, before commencement of the preparation, amendment or review of the municipal spatial development framework, in writing, invite nominations for representatives to serve on the intergovernmental steering committee from—
- (a) departments in the national, provincial and local sphere of government, other organs of state, community representatives, engineering services providers, traditional councils; and
  - (b) any other body or person that may assist in providing information and technical advice on the content of the municipal spatial development framework.
- 3 The purpose of the project committee contemplated in section 6(a) is to –
- (a) prepare, amend or review the municipal spatial development framework for adoption by the Council;
  - (b) provide technical knowledge and expertise;
  - (c) monitor progress and ensure that the drafting or amendment of the municipal spatial development framework is progressing according to the approved process plan;
  - (d) guide the public participation process, including ensuring that the registered key public sector stakeholders remain informed;
  - (e) ensure alignment of the municipal spatial development framework with the development plans and strategies of other affected municipalities and organs of state as contemplated in section 24(1) of the Local Government: Municipal Systems Act;
  - (f) facilitate the integration of other sector plans into the municipal spatial development framework;
  - (g) oversee the incorporation of amendments to the draft municipal spatial development framework or review of the municipal spatial development framework to address comments obtained during the process of drafting thereof;
  - (i) if the Municipality decides to establish an intergovernmental steering committee—
    - (i) assist the Municipality in ensuring that the intergovernmental steering committee is established and that timeframes are adhered to; and
    - (ii) ensure the flow of information between the project committee and the intergovernmental steering committee.
- 4 The project committee consists of –
- (a) the Municipal Manager;
  - (b) municipal employees from at least the following municipal departments:
    - (i) integrated development planning office;
    - (ii) planning department;

- (iii) engineering department;
- (iv) local economic development department; and
- (v) human settlement department.

## **8 Preparation, amendment or review of municipal spatial development framework**

- 1 The project committee must compile a status quo document setting out an assessment of existing levels of development and development challenges in the municipal area and must submit it to the intergovernmental steering committee for comment.
- 2 After consideration of the comments of the intergovernmental steering committee, the project committee must finalise the status quo document and submit it to the Council for adoption.
- 3 The project committee must prepare a first draft of the municipal spatial development framework or review of the municipal spatial development framework and must submit it to the intergovernmental steering committee for comment.
- 4 After consideration of the comments of the intergovernmental steering committee, the project committee must finalise the first draft of the municipal spatial development framework or review of the municipal spatial development framework and submit it to the Council, together with the report referred to in subsection (5), to approve the publication of a notice referred to in section 9(4) that the draft municipal spatial development framework or an amendment or review thereof is available for public comment.
- 5 The project committee must submit a written report as contemplated in subsection (4) which must at least —
  - (a) indicate the rationale in the approach to the drafting of the municipal spatial development framework;
  - (b) summarise the process of drafting the municipal spatial development framework;
  - (c) summarise the consultation process to be followed with reference to section 9 of this By-law;
  - (d) indicate the involvement of the intergovernmental steering committee, if convened by the Municipality;
  - (e) indicate the departments that were engaged in the drafting of the municipal spatial development framework;
  - (f) the alignment with the national and provincial spatial development frameworks;
  - (g) any sector plans that may have an impact on the municipal spatial development framework;
  - (h) indicate how the municipal spatial development framework complies with the requirements of relevant national and provincial legislation, and relevant provisions of strategies adopted by the Council; and
  - (i) recommend the adoption of the municipal spatial development framework for public participation as the draft municipal spatial development framework for the Municipality, in terms of the relevant legislation and this By-law.
- 6 After consideration of the comments and representations, the project committee must compile a final municipal spatial development framework or review of the municipal spatial development framework for adoption by the Council.
- 7 If the final municipal spatial development framework or review of the municipal spatial development framework, as contemplated in subsection (6), is materially different to what was published in terms of subsection (4), the

Municipality must follow a further consultation and public participation process before it is adopted by the Council.

8 The Council must adopt the final municipal spatial development framework or review of the municipal spatial development framework, with or without amendments, and must within 14 days of its decision give notice of its adoption in the media and the *Provincial Gazette*.

9 If no intergovernmental steering committee is convened by the Municipality, the project committee must submit the draft and final municipal spatial development framework or amendment or review thereof directly to the Council.

## **9 Public participation**

- 1 Public participation undertaken by the Municipality must contain and comply with all the essential elements of any notices to be placed in terms of the Act or the Municipal Systems Act.
- 2 In addition to the publication of notices in the *Provincial Gazette* and newspapers as required in terms of this Chapter, the Municipality may use any other method of communication it may deem appropriate
- 3 The Municipality may for purposes of public engagement on the content of the draft municipal spatial development framework arrange -
  - (a) specific consultations with professional bodies, ward communities or other groups; and
  - (b) public meetings.
- 4 The notice contemplated in section 8(4) must specifically state that any person or body wishing to provide comments shall-
  - (a) do so within a period of 60 days from the first day of publication of the notice;
  - (b) provide written comments; and
  - (c) provide their contact details as specified in the definition of contact details.

## **10 Local spatial development framework**

- 1 The Municipality may adopt a local spatial development framework for a specific geographical area of a portion of the municipal area.
- 2 The purpose of a local spatial development framework is to:
  - (a) provide detailed spatial planning guidelines or further plans for a specific geographic area or parts of specific geographical areas and may include precinct plans;
  - (b) provide more detail in respect of a proposal provided for in the municipal spatial development framework or necessary to give effect to the municipal spatial development framework and or its integrated development plan and other relevant sector plans;
  - (c) address specific land use planning needs of a specified geographic area;
  - (d) provide detailed policy and development parameters for land use planning;
  - (e) provide detailed priorities in relation to land use planning and, in so far as they are linked to land use planning, biodiversity and environmental issues; or
  - (f) guide decision making on land development applications;

- (g) or any other relevant provision that will give effect to its duty to manage municipal planning in the context of its constitutional obligations.

#### **11 Compilation, amendment or review of local spatial development framework**

- 1 If the Municipality prepares, amends or reviews a local spatial development framework, it must draft and approve a process plan, including public participation processes to be followed for the compilation, amendment, review or adoption of a local spatial development framework.
- 2 The municipality must, within 21 days of adopting a local spatial development framework or an amendment of local spatial development framework, publish a notice of the decision in the media and the Provincial Gazette.

#### **12 Effect of local spatial development framework**

- 1 A local spatial development framework or an amendment thereof comes into operation on the date of publication of the notice contemplated in section 8(2).
- 2 A local spatial development framework guides and informs decisions made by the Municipality relating to land development, but it does not confer or take away rights.

#### **13 Record of and access to municipal spatial development framework**

- 1 The Municipality must keep, maintain and make accessible to the public, including on the Municipality's website, the approved municipal or local spatial development framework and or any component thereof applicable within the jurisdiction of the Municipality.
- 2 Should anybody or person request a copy of the municipal or local spatial development framework the Municipality must provide on payment by such body or person of the prescribed fee, a copy to them of the approved municipal spatial development framework or any component thereof.

#### **14 Deviation from municipal spatial development framework**

- 1 For purposes of section 22(2) of the Act, site specific circumstances include –
  - (a) a departure, deviation or amendment that does not materially change the desired outcomes and objectives of a municipal and local spatial development framework, if applicable;
  - (b) a unique circumstance pertaining to a discovery of national or provincial importance.
- 2 If the effect of an approval of an application will be a material change of the municipal spatial development framework, the Municipality may amend the municipal spatial development framework in terms of the provisions of this Chapter, prior to taking a decision which constitutes a deviation from the municipal spatial development framework.

### **CHAPTER 3 LAND USE SCHEME**

#### **15 Applicability of Act**

1. Sections 24 to 31 of the Act apply to any land use scheme developed, prepared, adopted and amended by the Municipality.

#### **16 Purpose of land use scheme**

1. The municipality must in accordance with the purpose of a land use scheme stipulated in section 25(1) of the Act, determine the use and development of land within the municipal area to which it relates in order to promote-

- (a) harmonious and compatible land use patterns;
- (b) aesthetic considerations;
- (c) sustainable development and densification; and
- (d) the accommodation of cultural customs and practices of traditional communities in land use management.

#### **17 General matters pertaining to land use scheme**

- 1 In order to comply with section 24(1) of the Act, the Municipality must -
  - (a) develop a draft land use scheme as contemplated in section 18;
  - (b) obtain Council approval for publication of the draft land use scheme as contemplated in section 19;
  - (c) embark on the necessary public participation process as contemplated in section 20;
  - (d) incorporate relevant comments received during the public participation process as contemplated in section 21;
  - (e) prepare the land use scheme as contemplated in section 22;
  - (f) submit the land use scheme to the Council for approval and adoption as contemplated in section 23;
  - (g) publish a notice of the adoption and approval of the land use scheme in the Provincial Gazette as contemplated in section 24; and
  - (h) submit the land use scheme to Council as contemplated in section 25.
- 2 The Municipality may, on its own initiative or on application, create an overlay zone for land within the municipal area.
- 3 Zoning may be made applicable to a land unit or part thereof and zoning must follow cadastral boundaries, except for a land unit or part thereof which has not been surveyed, in which case a reference or description as generally approved by Council may be used.
- 4 The land use scheme of the Municipality must take into consideration:
  - (a) the Integrated Development Plan in terms of the Municipal Systems Act;
  - (b) the Spatial Development Framework as contemplated in Chapter 4 of the Act and Chapter 2 of this By-law, and
  - (c) Provincial legislation.

#### **18 Development of draft land use scheme**

- 1 Prior to the Municipality commencing with the development of a draft land use scheme, the Council must resolve to develop and prepare a land use scheme, provided that in its resolution the Council must:
  - (a) establish a land use scheme committee and appoint the members to the land use scheme committee from the relevant municipal department responsible for spatial planning and land use management;
  - (b) confirm over and above that which is contained in the applicable legislation the public participation to be followed;
  - (c) determine the form and content of the land use scheme;

- (d) determine the scale to be used and whether it should be available in an electronic media;
- (e) determine any other relevant issue that will impact on the development and final adoption of the land use scheme which will allow for it to be interpreted and or implemented; and
- (f) confirm the manner in which the land use scheme must inter alia set out the general provisions for land uses applicable to all land, categories of land use, zoning maps, restrictions, prohibitions and or any other provision that may be relevant to the management of land use, which may or may not require a consent or permission from the Municipality for purposes of the use of land.

2 After the resolution is taken by the Council, the Land Use Scheme Committee must develop the draft land use scheme in accordance with the provisions of the Act, provincial legislation and this Chapter.

#### **19 Council approval for publication of draft land use scheme**

- 1 Upon completion of the draft land use scheme, the land use scheme committee must submit it to the Council for approval.
- 2 The submission of the draft land use scheme to the Council must be accompanied by a written report from the land use scheme committee and the report must at least –
  - (a) indicate the rationale in the approach to the drafting of the land use scheme;
  - (b) summarise the process of drafting the draft land use scheme;
  - (c) summarise the consultation process to be followed with reference to section 20 of this By-law;
  - (d) indicate the departments that were engaged in the drafting of the draft land use scheme;
  - (e) indicate how the draft land use scheme complies with the requirements of relevant national and provincial legislation, and relevant mechanism controlling and managing land use rights by the Municipal Council;
  - (f) recommend the approval of the draft land use scheme for public participation in terms of the relevant legislation and this By-law.
- 3 The Council must approve the draft land use scheme and authorise the public participation thereof in terms of this By-law and the relevant legislation referred to in section 20.

#### **20 Public participation**

- 1 The public participation process must contain and comply with all the essential elements of any notices to be placed in terms of this By-law and in the event of an amendment of the land use scheme, the matters contemplated in section 28 of the Act.
- 2 Without detracting from the provisions of subsection (1) above the Municipality must -
  - (a) publish a notice in the *Provincial Gazette* once a week for two consecutive weeks; and
  - (b) publish a notice in two local newspapers that is circulated in the municipal area of the municipality in two languages commonly spoken in the area, once a week for two consecutive weeks; and
  - (c) use any other method of communication it may deem appropriate and the notice contemplated in subparagraph (b) must specifically state that any person or body wishing to provide comments and or objections shall:
    - (i) do so within a period of 60 days from the first day of publication of the notice; and

- (ii) provide written comments; and
  - (iii) provide their contact details as specified in the definition of contact details.
- 3 The Municipality may for purposes of public engagement arrange -
  - (a) specific consultations with professional bodies, community structures or other groups; and
  - (b) public meetings.
- 4 The Municipality must inform Council in writing of the intention to draft a land use scheme and provide a copy of the draft land use scheme after it has been approved by the Council as contemplated in section 19.

## **21 Incorporation of relevant comments**

- 1 After the public participation process outlined in section 20, the land use scheme committee must -
  - (a) review and consider all submissions made in writing or during any engagements; and
  - (b) prepare a report including all information they deem relevant, on the submissions made; provided that:
    - (i) for purposes of reviewing and considering all submissions made, the Municipal Manager may elect to hear the submission through an oral hearing process;
    - (ii) all persons and or bodies that made submissions shall be notified of the time, date and place of the hearing as may be determined by the Municipality not less than 30 days prior to the date determined for the hearing, by means of registered mail;
    - (iii) for purposes of the consideration of the submissions made on the land use scheme the Municipality may at any time prior to the submission of the land use scheme to the Council, request further information or elaboration on the submissions made from any person or body.
- 2 The land use scheme committee responsible for development planning in the Municipality must for purpose of proper consideration provide comments on the submissions made which comments must form part of the documentation to be submitted to the Council as contemplated in section 18.

## **22 Preparation of land use scheme**

- 1. The land use scheme committee must where required and based on the submissions made during public participation, make final amendments to the draft land use scheme, provided that if such amendments are in the opinion of the Municipality materially different to what was published in terms of section 19(2).
- 2. The Municipality must follow a consultation and public participation process in terms of section 19(2) of this By-law, before the land use scheme is adopted by the Council.

## **23 Submission of land use scheme to Council for approval and adoption**

- 1 The land use scheme committee must submit the proposed land use scheme and all relevant supporting documentation to the Council with a recommendation for adoption.
- 2 The Council must consider and adopt the land use scheme with or without amendments.

## **24 Publication of notice of adoption and approval of land use scheme**

- 1 The Council must within 60 days of its decision referred to in section 22(2), give notice of its decision to all persons or bodies who gave submissions on the land use scheme, and publish such notice in the media and the *Provincial Gazette*.

- 2 The date of publication of the notice referred to in subsection (1), in the *Provincial Gazette*, is the date of coming into operation of the land use scheme unless the notice indicates a different date of coming into operation.

## **25 Submission to Municipal Council**

1. After the land use scheme is published in terms of section 24 the Municipality must submit the approved land use scheme to Council for cognisance.

## **26 Records**

- 1 The Municipality must in hard copy and an electronic media and or data base keep record in the register of amendments to the land use scheme contemplated in section 28, the land use rights in relation to each erf or portion of land and which information shall be regarded as part of its land use scheme.
- 2 The Municipality must keep, maintain and make accessible to the public, including on the Municipality's website, the approved land use scheme and or any component thereof applicable within the jurisdiction of the Municipality.
- 3 Should anybody or person request a copy of the approved land use scheme, the Municipality must provide on payment by such body or person of the prescribed fee, a copy to them of the approved land use scheme or any component thereof: Provided that if the Municipality is of the opinion that in order to provide the said copy it will take officials unreasonably away from their substantive duties such request for a copy can be dealt with in terms of the Promotion of Access to Information Act No 2 of 2000.

## **27 Contents of land use scheme**

- 1 The contents of a land use scheme developed and prepared by the Municipality must include all the essential elements contemplated in Chapter 5 of the Act and provincial legislation and must contain-
  - (a) a zoning for all properties within the municipal area of the Municipality in accordance with a category of zoning as approved by Council;
  - (b) land use regulations including specific conditions, limitations, provisions or prohibitions relating to the exercising of any land use rights or zoning approved on a property in terms of the approved land use scheme or any amendment scheme, consent, permission or conditions of approval of a land development application on a property;
  - (c) provisions for public participation that may be required for purposes of any consent, permission or relaxation in terms of an approved land use scheme;
  - (d) provisions relating to the provision of engineering services, which provisions must specifically state that land use rights may only be exercised if engineering services can be provided to the property to the satisfaction of the Municipality;
  - (e) servitudes for municipal services and access arrangements for all properties;
  - (f) provisions applicable to all properties relating to storm water;
  - (g) provisions for the construction and maintenance of engineering services including but not limited to bodies established through the approval of land development applications to undertake such construction and maintenance;
  - (h) zoning maps as approved by Council that depicts the zoning of every property in Municipality's geographical area as updated from time to time in line with the land use rights approved or granted; and

- (i) transitional arrangements with regard to the manner in which the land use scheme is to be implemented.

2 The land use scheme may –

- (a) determine the components of the land use scheme for purposes of it being applied, interpreted and implemented; and
- (b) include any matter which it deems necessary for municipal planning in terms of the constitutional powers, functions and duties of a municipality.

## **28 Land use scheme register**

1. The Municipality must keep and maintain a land use scheme register in a hard copy and electronic format as approved by the Council and may contain the following but is not limited to:

- (a) Date of application
- (b) Name and contact details of applicant
- (c) Type of Application
- (d) Township/Farm name
- (e) Erf or farm number
- (f) Portion / Remainder
- (g) Property Description
- (h) Existing Zoning
- (i) Square Metres Granted
- (j) Density
- (k) FAR
- (l) Height (storeys/meters)
- (m) Coverage
- (n) Building Line
- (o) Parking Requirements
- (p) Amendment scheme no
- (q) Annexure Number
- (r) Item No
- (s) Item Date
- (t) Decision (Approved/Not Approved)
- (u) Decision Date

## **29 Replacement and consolidation of amendment of land use scheme**

1 The Municipality may of its own accord in order to replace or consolidate an amendment scheme or several amendment schemes, map(s), annexure(s) or schedule(s) of the approved land use scheme, of more than one

property, prepare a certified copy of documentation as the Municipality may require, for purposes of replacing or consolidating the said amendment scheme(s), which consolidated or replacement amendment scheme shall from the date of the signing thereof, be in operation; provided that:

- (a) such replacement and consolidation shall not take away any land use rights granted in terms of an approved land use scheme, for purposes of implementation of the land use rights and may include a provision for consolidation of property for purposes of consolidating land use schemes; provided that if a consolidation is required, the Municipality only do so after consultation with the owner(s).
  - (b) after the Municipality has signed and certified a consolidation or replacement amendment scheme, it must publish it in the *Provincial Gazette*.
- 2 Where as a result of a repealed legislation, the demarcation of municipal boundaries or defunct processes it is necessary in the opinion of the Municipality for certain areas where land use rights are governed through a process, other than a land use scheme; the Municipality may for purposes of including such land use rights into a land use scheme prepare an amendment scheme and incorporate it into the land use scheme.
- 3 The provisions of sections 15 to 28 apply, with the necessary changes, to the review or amendment of an existing land use scheme other than a rezoning or similar application relating to a property or properties or multiple portions thereof, which in the opinion of the Municipality is dealt with as a land development application.

## CHAPTER 4

### INSTITUTIONAL STRUCTURE FOR LAND USE MANAGEMENT DECISIONS

#### Part A: Division of Functions

#### 10 Division of functions between Municipal Planning Tribunal and Authorised Official

1. For purposes of section 35(3) of the Act, the following categories of applications as prescribed in section 51 of this By-laws must be considered and determined -
- (a) by the Municipal Planning Tribunal:
    - (i) Township establishments; and
    - (ii) All opposed applications;
  - (b) by the Authorised Official:
    - (i) all Land use and land development applications not mentioned in 30(1)(a);
    - (ii) given the nature of the land use and land development application in Subsection 30 (1), it is upon the municipality's discretion to refer the application to the Municipal Planning Tribunal
- 2 For the purposes of subsection (1), an opposed application means an application on which negative comments or objections were received after the public participation process from persons, internal municipal departments, ward councillors, service providers and organs of state.

**Part B: Assessment to establish Municipal Planning Tribunal****31 Municipal assessment prior to establishment of Municipal Planning Tribunal**

- 1 The decision of a municipality to –
  - (a) establish a Municipal Planning Tribunal for its municipal area, must be preceded by an assessment of the factors referred to in subsection (2).
- 2 The assessment referred to in subsection (1) includes, amongst others, the following factors –
  - (a) the impact of the Act on the municipality's financial, administrative and professional capacity;
  - (b) the ability of the municipality to effectively implement the provisions of the Act;
  - (c) the average number of applications dealt with by the municipality annually in terms of existing planning legislation; and
  - (d) the development pressures in the municipal area.

**Part C: Establishment of Municipal Planning Tribunal****32 Composition of Municipal Planning Tribunal for local municipal area**

- 1 The Municipal Planning Tribunal consists of at least 13 members made up as follows:
  - (a) three officials in the full-time service of the Municipality;
  - (b) two persons registered as a professional with the South African Council for the Planning Profession in terms of the Planning Profession Act, 2002 (Act No. 36 of 2002);
  - (c) two persons registered as a professional with the Engineering Council of South Africa in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000);
  - (d) two persons with financial experience relevant to land development and land use and who is registered with a recognised voluntary association or registered in terms of the Auditing Profession Act, 2005 (Act No. 26 of 2005);
  - (e) two persons either admitted as an attorney in terms of the Attorneys Act, 1979 (Act No. 53 of 1979) or admitted as advocate of the Supreme Court in terms of the Admission of Advocates Act, 1964 (Act No. 74 of 1964);
  - (f) an environmental assessment practitioner registered with a voluntary association; and
  - (g) any other person who has knowledge and experience of spatial planning, land use management and land development or the law related thereto.
- 2 The officials referred to in subsection (1)(a) must have at least five years' experience in the field in which they are performing their services.
- 3 The persons referred to in subsection (1)(b) to (g) must –
  - (a) demonstrate knowledge of spatial planning, land use management and land development of the law related thereto;
  - (b) have at least five years' practical experience in the discipline within which they are registered or in the case of a person referred to in subsection (1)(g) in the discipline in which he or she is practising;
  - (c) demonstrate leadership in his or her profession or vocation or in community organisations.

**33 Nomination procedure**

- 1 The Municipality must -
  - (a) in the case of the first appointment of members to the Municipal Planning Tribunal, invite and call for nominations as contemplated in Part B of Chapter 2 of the Regulations; and
  - (b) in the case of the subsequent appointment of members to the Municipal Planning Tribunal, 90 days before the expiry of the term of office of the members serving on the Municipal Planning Tribunal, invite and call for nominations as contemplated in Part B of the Regulations.
- 2 The invitation to the organs of state and non-governmental organisations contemplated in regulation 3(2)(a) of the Regulations must be addressed to the organs of state and non-governmental organisations and must be in the form contemplated in Schedule 1 together with any other information deemed necessary by the Municipality.
- 3 The call for nominations to persons in their individual capacity contemplated in regulation 3(2)(b) of the Regulations must be in the form contemplated in Schedule 2 and –
  - (a) must be published in one local newspaper that is circulated in the municipal area of the Municipality in two languages commonly spoken in the area;
  - (b) may be submitted to the various professional bodies which registers persons referred to in section 32(1) with a request to distribute the call for nominations to their members and to advertise it on their respective websites;
  - (c) may advertise the call for nominations on the municipal website; and
  - (d) utilise any other method and media it deems necessary to advertise the call for nominations.

**34 Submission of nomination**

- 1 The nomination must be in writing and be addressed to the Municipal Manager.
- 2 The nomination must consist of –
  - (a) the completed declaration contained in the form contemplated in Schedule 3 and all pertinent information must be provided within the space provided on the form;
  - (b) the completed declaration of interest form contemplated in Schedule 3;
  - (c) the motivation by the nominator contemplated in subsection (3)(a); and
  - (d) the summarised curriculum vitae of the nominee contemplated in subsection (3)(b).
- 3 In addition to the requirements for the call for nominations contemplated in regulation 3(6) of the Regulations, the nomination must request –
  - (a) a motivation by the nominator for the appointment of the nominee to the Municipal Planning Tribunal which motivation must not be less than 50 words or more than 250 words; and
  - (b) a summarised curriculum vitae of the nominee not exceeding two A4 pages.

**35 Initial screening of nomination by Municipality**

- 1 After the expiry date for nominations the Municipality must screen all of the nominations received by it to determine whether the nominations comply with the provisions of section 34.
- 2 The nominations that are incomplete or do not comply with the provisions of section 34 must be rejected by the Municipality.

- 3 Every nomination that is complete and that complies with the provisions of section 34 must be subjected to verification by the Municipality.
- 4 If, after the verification of the information by the Municipality, the nominee is ineligible for appointment due to the fact that he or she –
  - (a) was not duly nominated;
  - (b) is disqualified from appointment as contemplated in section 38 of the Act;
  - (c) does not possess the knowledge or experience as required in terms of section 32(3); or
  - (d) is not registered with the professional councils or voluntary bodies contemplated in section 32(1), if applicable, the nomination must be rejected and may not be considered by the evaluation panel contemplated in section 36.
- 5 Every nomination that has been verified by the Municipality and the nominee found to be eligible for appointment to the Municipal Planning Tribunal, must be considered by the evaluation panel contemplated in section 36.
- 6 The screening and verification process contained in this section must be completed within 30 days from the expiry date for nominations.

### **36 Evaluation panel**

1. The evaluation panel contemplated in regulation 3(1)(g) read with regulation 3(11) of the Regulations, consists of five officials in the employment of the Municipality appointed by the Municipal Manager.
- 2 The evaluation panel must evaluate all nominations within 30 days of receipt of the verified nominations and must submit a report with their recommendations to the Council for consideration.

### **37 Appointment of members to Municipal Planning Tribunal by Council**

- 1 Upon receipt of the report, the Council must consider the recommendations made by the evaluation panel and thereafter appoint the members to the Municipal Planning Tribunal.
- 2 After appointment of the members to the Municipal Planning Tribunal, the Council must designate a chairperson and a deputy chairperson from the members so appointed.
- 3 The Municipal Manager must, in writing, notify the members of their appointment to the Municipal Planning Tribunal and, in addition, to the two members who are designated as chairperson and deputy chairperson, indicate that they have been appointed as such.
- 4 The Municipal Manager must, when he or she publishes the notice of the commencement date of the operations of the first Municipal Planning Tribunal contemplated in section 42, publish the names of the members of the Municipal Planning Tribunal and their term office in the same notice.

### **38 Term of office and conditions of service of members of Municipal Planning Tribunal**

- 1 A member of the Municipal Planning Tribunal appointed in terms of this Chapter is appointed for a term of five years, which is renewable once for a further period of five years.
- 2 The office of a member becomes vacant if that member –
  - (a) is absent from two consecutive meetings of the Municipal Planning Tribunal without notifying the administrator of the chairperson of the Municipal Planning Tribunal;
  - (b) tenders his or her resignation in writing to the chairperson of the Municipal Planning Tribunal;

- (c) is removed from the Municipal Planning Tribunal under subsection (3); or
  - (d) dies.
- 3 The Council may remove a member of the Municipal Planning Tribunal if -
- (a) sufficient reasons exist for his or her removal;
  - (b) a member contravenes the code of conduct contemplated in Schedule 4;
  - (c) a member becomes subject to a disqualification as contemplated in section 37(1) of the Act.
- 4 An official of a municipality contemplated in section 32(1)(a) who serves on the Municipal Planning Tribunal—
- (a) may only serve as member of the Municipal Planning Tribunal for as long as he or she is in the full-time employ of the municipality;
  - (b) is bound by the conditions of service determined in his or her contract of employment and is not entitled to additional remuneration, allowances, leave or sick leave or any other employee benefit as a result of his or her membership on the Municipal Planning Tribunal;
  - (c) who is found guilty of misconduct under the collective agreement applicable to employees of the Municipality shall immediately be disqualified from serving on the Municipal Planning Tribunal.
- 5 A person appointed by a municipality in terms of section 32(2)(b) to (g) to the Municipal Planning Tribunal -
- (a) is not an employee on the staff establishment of that municipality;
  - (b) if that person is an employee of an organ of state as contemplated in regulation 3(2)(a) of the Regulations, is bound by the conditions of service determined in his or her contract of employment and is not entitled to additional remuneration, allowances, leave or sick leave or any other employee benefit as a result of his or her membership on the Municipal Planning Tribunal;
  - (c) performs the specific tasks allocated by the chairperson of the Municipal Planning Tribunal to him or her for a decision hearing of the Municipal Planning Tribunal ;
  - (d) sits at such meetings of the Municipal Planning Tribunal that requires his or her relevant knowledge and experience as determined by the chairperson of the Municipal Planning Tribunal;
  - (e) in the case of a person referred to in regulation 3(2)(b) of the Regulations is entitled to a seating and travel allowance for each meeting of the Municipal Planning Tribunal that he or she sits on determined annually by the municipality in accordance with the Act;
  - (f) is not entitled to paid overtime, annual leave, sick leave, maternity leave, family responsibility leave, study leave, special leave, performance bonus, medical scheme contribution by municipality, pension, motor vehicle or any other benefit which a municipal employee is entitled to.
- 6 All members of the Municipal Planning Tribunal shall sign the Code of Conduct contain in Schedule 4 before taking up a seat on the Municipal Planning Tribunal.
- 7 All members serving on the Municipal Planning Tribunal shall adhere to ethics adopted and applied by the Municipality and shall conduct themselves in a manner that will not bring the name of the Municipality into disrepute.
- 8 The members of the Municipal Planning Tribunal in the execution of their duties shall comply with the provisions of the Act, provincial legislation, this By-laws and the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000).

### 39 Vacancy

- 1 A vacancy on the Municipal Planning Tribunal must be filled by the Council in terms of section 32(2).

- 2 A member who is appointed by virtue of subsection (1) holds office for the unexpired portion of the period for which the member he or she replaces was appointed.

#### **40 Proceedings of Municipal Planning Tribunal**

- 1 The Municipal Planning Tribunal must operate in accordance with the operational procedures determined by the Municipality.
- 2 A quorum for a meeting of the Municipal Planning Tribunal or its committees is a majority of the members appointed for that decision meeting.
- 3 Decisions of the Municipal Planning Tribunal are taken by resolution of a majority of all the members present at a meeting of Municipal Planning Tribunal, and in the event of an equality of votes on any matter, the person presiding at the meeting in question will have a deciding vote in addition to his or her deliberative vote as a member of the Municipal Planning Tribunal.
- 4 Meetings of the Municipal Planning Tribunal must be held at the times and places determined by the chairperson of the Municipal Planning Tribunal in accordance with the operational procedures of the Municipal Planning Tribunal but meetings must be held at least once per month, if there are applications to consider.
- 5 The chairperson may arrange multiple Municipal Planning Tribunal meetings on the same day constituted from different members of the Municipal Planning Tribunal and must designate a presiding officer for each of the meetings.

#### **41 Tribunal of record**

- 1 The Municipal Planning Tribunal is a Tribunal of record and must record all proceedings, but is not obliged to provide the in -committee discussions to any member of the public or any person or body.
- 2 The Municipality must make the record of the Municipal Planning Tribunal available to any person upon payment of any fees prescribed in terms of the Municipal Systems Act.

#### **42 Commencement date of operations of Municipal Planning Tribunal**

- 1 The Municipal Manager must within 30 days of the first appointment of members to the Municipal Planning Tribunal -
  - (a) obtain written confirmation from the Council that it is satisfied that the Municipal Planning Tribunal is in a position to commence its operations; and
  - (b) after receipt of the confirmation referred to in paragraph (a) publish a notice in the *Provincial Gazette* of the date that the Municipal Planning Tribunal will commence with its operation together with the information contemplated in section 37(4).
- 2 The Municipal Planning Tribunal may only commence its operations after publication of the notice contemplated in subsection (1).

#### **Part F: Decisions of Municipal Planning Tribunal or Authorised Official**

#### **43 General criteria for consideration and determination of application by Municipal Planning Tribunal or Authorised Official**

- 1 When the Municipal Planning Tribunal or Authorised Official considers an application it must have regard to the following:
  - (a) the application submitted in terms of this By-law;

- (b) the procedure followed in processing the application;
- (c) the desirability of the proposed utilisation of land and any guidelines issued by Council regarding proposed land uses;
- (d) the comments in response to the notice of the application and the comments received from organs of state and internal departments;
- (e) the response by the applicant to the comments referred to in paragraph (d);
- (f) investigations carried out in terms of other laws which are relevant to the consideration of the application;
- (g) a written assessment by a professional planner registered in terms of the Planning Profession Act, 2002, in respect of the applications prescribed in section 30 (1) (a) and (b)
- (h) the integrated development plan and municipal spatial development framework;
- (i) the applicable local spatial development frameworks adopted by the Municipality;
- (j) the applicable structure plans;
- (k) the applicable policies of the Municipality that guide decision-making;
- (l) the provincial spatial development framework;
- (m) where applicable, the regional spatial development framework;
- (n) the policies, principles, planning and development norms and criteria set by national and provincial government;
- (o) the matters referred to in section 42 of the Act;
- (p) the relevant provisions of the land use scheme.

2 A municipality must approve a site development plan submitted to the Municipality for approval in terms of applicable development parameters or conditions of approval if the site development plan—

- (a) is consistent with the development rules of the zoning;
- (b) is consistent with the development rules of the overlay zone;
- (c) complies with the conditions of approval; and
- (d) complies with this By-law.

3 When a site development plan is required in terms of development parameters or conditions of approval—

- (a) the municipality may not approve a building plan if the site development plan has not been approved; and
- (b) the municipality may not approve a building plan that is inconsistent with the approved site development plan.

#### **44 Conditions of approval**

- 1 When the Municipal Planning Tribunal or Authorised Official approves an application subject to conditions, the conditions must be reasonable conditions and must arise from the approval of the proposed utilisation of land.
- 2 Conditions imposed in accordance with subsection (1) may include conditions relating to—

- (a) the provision of engineering services and infrastructure;
- (b) the cession of land or the payment of money;
- (c) the provision of land needed for public places or the payment of money in lieu of the provision of land for that purpose;
- (d) the extent of land to be ceded to the Municipality for the purpose of a public open space or road as determined in accordance with a policy adopted by the Municipality;
- (e) settlement restructuring;
- (f) agricultural or heritage resource conservation;
- (g) biodiversity conservation and management;
- (h) the provision of housing with the assistance of a state subsidy, social facilities or social infrastructure;
- (i) energy efficiency;
- (j) requirements aimed at addressing climate change;
- (k) the establishment of an owners' association in respect of the approval of a subdivision;
- (l) the provision of land needed by other organs of state;
- (m) the endorsement in terms of section 31 of the Deeds Registries Act in respect of public places where the ownership thereof vests in the municipality or the registration of public places in the name of the municipality, and the transfer of ownership to the municipality of land needed for other public purposes;
- (n) the implementation of a subdivision in phases;
- (o) requirements of other organs of state.
- (p) the submission of a construction management plan to manage the impact of a new building on the surrounding properties or on the environment;
- (q) agreements to be entered into in respect of certain conditions;
- (r) the phasing of a development, including lapsing clauses relating to such phasing;
- (s) the delimitation of development parameters or land uses that are set for a particular zoning;
- (t) the setting of validity periods, if the Municipality determined a shorter validity period as contemplated in this By-law;
- (u) the setting of dates by which particular conditions must be met;
- (v) requirements relating to engineering services as contemplated in Chapter 7;
- (w) requirements for an occasional use that must specifically include –
  - (i) parking and the number of ablution facilities required;
  - (ii) maximum duration or occurrence of the occasional use; and
  - (iii) parameters relating to a consent use in terms of the land use scheme;

- 3 If a Municipal Planning Tribunal imposes a condition contemplated in subsection (2)(a), an engineering services agreement must be concluded between the municipality and the owner of the land concerned before the construction of infrastructure commences on the land.
- 4 A condition contemplated in subsection (2)(b) may require only a proportional contribution to municipal public expenditure according to the normal need therefor arising from the approval, as determined by the municipality in accordance with norms and standards, as may be prescribed.
- 5 Municipal public expenditure contemplated in subsection (4) includes but is not limited to municipal public expenditure for municipal service infrastructure and amenities relating to—
  - (a) community facilities, including play equipment, street furniture, crèches, clinics, sports fields, indoor sports facilities or community halls;
  - (b) conservation purposes;
  - (c) energy conservation;
  - (d) climate change; or
  - (e) engineering services.
- 6 Except for land needed for public places or internal engineering services, any additional land required by the municipality or other organs of state arising from an approved subdivision must be acquired subject to applicable laws that provide for the acquisition or expropriation of land.
- 7 A Municipal Planning Tribunal may not approve a land development or land use application subject to a condition that approval in terms of other legislation is required.
- 8 Conditions which require a standard to be met must specifically refer to an approved or published standard.
- 9 No conditions may be imposed which affect a third party or which are reliant on a third party for fulfilment.
- 10 If the Municipal Planning Tribunal approves a land development or use application subject to conditions, it must specify which conditions must be complied with before the sale, development or transfer of the land.
- 11 The Municipal Planning Tribunal may, on its own initiative or on application, amend, delete or impose additional conditions after due notice to the owner and any persons whose rights may be affected.

#### **Part G: Establishment of Joint Municipal Planning Tribunal**

##### **45 Agreement to establish joint Municipal Planning Tribunal**

- 1 If, after the assessment contemplated in section 31, the Municipality decides to establish a joint Municipal Planning Tribunal, it must, as soon as possible, commence discussions with the other Municipalities that have indicated that they would be party to a joint Municipal Planning Tribunal.
- 2 The parties to the discussion contemplated in subsection (1) must, as soon as practicable, conclude an agreement that complies with the requirements of the Act.
- 3 The Municipality must, within 30 days after signing the agreement, publish the agreement as contemplated in section 34(3) of the Act.

**46 Status of decision of joint Municipal Planning Tribunal**

1. A decision of a joint Municipal Planning Tribunal is binding on both the applicant and the Municipality in whose area of jurisdiction the land relating to the land development application is located as if that decision was taken by a Municipal Planning Tribunal for a local municipal area.

**Part H: Establishment of District Municipal Planning Tribunal****47 Agreement to establish district Municipal Planning Tribunal**

- 1 If requested by a district municipality and after the assessment, the Municipality decides to establish a district Municipal Planning Tribunal, it must, as soon as possible, commence discussions with the other Municipalities in the district and conclude the necessary agreement that complies with the requirements of the Act.
- 2 The Municipality must, within 30 days after signing the agreement, publish the agreement as contemplated in section 34(3) of the Act.
- 3 Makhuduthamaga Local Municipality opted for a District Municipal Planning Tribunal, and the agreement was signed

**48 Composition of district Municipal Planning Tribunal**

- 1 A district Municipal Planning Tribunal must consist of -
  - (a) at least one official of each participating municipality in the full-time service of the municipalities; and
  - (b) persons who are not municipal officials and who have knowledge and experience of spatial planning, land use management and land development or the law related thereto appointed from a list of service providers maintained by the district municipality to serve on the district Municipal Planning Tribunal.
- 2 No municipal councillor of a participating municipality may be appointed as a member of a district Municipal Planning Tribunal.

**49 Status of decision of district Municipal Planning Tribunal**

- 1 A decision of a district Municipal Planning Tribunal is binding on both the applicant and the Municipality in whose area of jurisdiction the land relating to the land development application is located as if that decision was taken by a Municipal Planning Tribunal for a local municipal area.

**Part I: Administrative Arrangements****50 Administrator for Municipal Planning Tribunal for municipal area**

- 1 The Municipal Manager must designate an employee as the administrator for the Municipal Planning Tribunal.
- 2 The person referred to in subsection (1) must—
  - (a) liaise with the relevant Municipal Planning Tribunal members and the parties in relation to any application or other proceedings filed with the Municipal Planning Tribunal;
  - (b) maintain a diary of hearings of the Municipal Planning Tribunal;
  - (c) allocate meeting dates and application numbers to applications;
  - (d) arrange the attendance of meetings by members of the Municipal Planning Tribunal;
  - (e) arrange venues for Municipal Planning Tribunal meetings;
  - (f) administer the proceedings of the Municipal Planning Tribunal;
  - (g) perform the administrative functions in connection with the proceedings of the Municipal Planning Tribunal;

- (h) ensure the efficient administration of the proceedings of the Municipal Planning Tribunal, in accordance with the directions of the chairperson of the Municipal Planning Tribunal;
- (i) arrange the affairs of the Municipal Planning Tribunal so as to ensure that time is available to liaise with other authorities regarding the alignment of integrated applications and authorisations;
- (j) notify parties of orders and directives given by the Municipal Planning Tribunal;
- (k) keep a record of all applications submitted to the Municipal Planning Tribunal and the outcome of each, including—
  - (i) decisions of the Municipal Planning Tribunal;
  - (ii) on-site inspections and any matter recorded as a result thereof;
  - (iii) reasons for decisions; and
  - (iv) proceedings of the Municipal Planning Tribunal; and
- (l) keep records by any means as the Municipal Planning Tribunal may deem expedient.

## CHAPTER 5

### LAND USE AND LAND DEVELOPMENT APPLICATIONS

#### Part A: Categories of Applications

#### 51 Categories of land use and land development applications

- 1 The categories of land use and land development management for the Municipality, as contemplated in section 35(3) of the Act, are as follows -
  - a by the Municipal Planning Tribunal:
    - (i) Township establishments; and
    - (ii) all opposed applications;
  - b by the Authorised Official:
    - (i) all Land use and land development applications not mentioned in 30(1)(a);
2. The division of functions per category of application as contemplated in section 35(3) of the Act between the Municipal Planning Tribunal and Authorised Official is set out in section 30.

#### 52 Application for land development required

- 1 No person may commence with, carry on or cause the commencement with or carrying on of land development without the approval of the Municipality in terms of subsection (3).
- 2 No person may commence with, carry on or cause the commencement with or carrying on of a land use activity which is permitted in the land use scheme but not exercised by the owner of the land.
- 3 When an applicant or owner exercises a use right granted in terms of an approval he or she must comply with the conditions of the approval and the applicable provisions of the land use scheme.

- 4 In addition to the provisions of this Chapter, the provisions of Chapter 6 apply to any application submitted to the Municipality in terms of this Chapter.

**Part B: Establishment of Township or Extension of Boundaries of Township**

**53 Application for establishment of township**

- 1 An applicant who wishes to establish a township on land or for the extension of the boundaries of an approved township must apply to the Municipality for the establishment of a township or for the extension of the boundaries of an approved township in the manner provided for in Chapter 6.
- 2 The Municipality must, in approving an application for township establishment, set out:
  - (a) the conditions of approval in a statement of conditions;
  - (b) the statement of conditions shall be known as conditions of establishment for the township; and
  - (c) the statement of conditions must, in the opinion of the Municipality, substantially be in accordance with this By-law.
- 3 The statement of conditions must, read with directives that may be issued by the Registrar of Deeds, contain the following:
  - (a) Specify those conditions that must be complied with prior to the opening of a township register for the township with the Registrar of Deeds;
  - (b) the conditions of establishment relating to the township that must remain applicable to the township;
  - (c) conditions of title to be incorporated into the title deeds of the erven to be created for purposes of the township;
  - (d) third party conditions as required by the Registrar of Deeds;
  - (e) the conditions to be incorporated into the land use scheme by means of an amendment scheme.
  - (f) if a non-profit company is to be established for purposes of maintaining or transfer of erven within the township to them the conditions that must apply;
  - (g) any other conditions and or obligation on the township owner, which in the opinion of the Municipality deemed necessary for the proper establishment, execution and implementation of the township.
- 4 After the applicant has been notified that his or her application has been approved, the Municipality or at the applicant's request may, after consultation with the applicant, amend or delete any condition imposed in terms of subsection (2) or add any further condition, provided that if the amendment is in the opinion of the Municipality so material as to constitute a new application, the Municipality may not exercise its powers in terms hereof and must require the applicant to submit an amended or new application and in the sole discretion of the Municipality to re-advertise the application in accordance with section 108.
- 5 After the applicant has been notified that his or her application has been approved, the Municipality or at the applicant's request may, after consultation with the applicant and the Surveyor General, amend the layout of the township approved as part of the township establishment: Provided that if the amendment is in the opinion of the Municipality so material as to constitute a new application, the Municipality may not exercise its powers in terms hereof and require the applicant to submit an amended or new application in the opinion of the Municipality and re-advertise the application in the sole discretion of the Municipality in accordance with section 103.

- 6 Without detracting from the provisions of subsection (4) and (5) the municipality may require the applicant or the applicant of his or her own accord, amend both the conditions and the layout plan of the township establishment application as contemplated therein.

#### **54 Division or phasing of township**

- 1 An applicant who has been notified in terms of section 105 that his or her application has been approved may, within a period of eight months from the date of the notice, or such further period as the Municipality may allow, apply to the Municipality for the division of the township into two or more separate townships.
- 2 On receipt of an application in terms of subsection (1) the Municipality must consider the application and may for purposes of the consideration of the application require the applicant to indicate whether the necessary documents were lodged with the Surveyor-General or provide proof that he or she consulted with the Surveyor General.
- 3 Where the Municipality approves an application, it may impose any condition it may deem expedient and must notify the application in writing thereof and of any conditions imposed.
- 4 The applicant shall, within a period of 3 months from the date of the notice contemplated in subsection (3), submit to the Municipality such plans, diagrams or other documents and furnish such information as may be required in respect of each separate township.
- 5 On receipt of the documents or information contemplated in subsection (4) the Municipality must notify the Surveyor-General, and the registrar in writing of the approval of the application and such notice must be accompanied by a copy of the plan of each separate township.

#### **55 Lodging of layout plan for approval with the Surveyor-General.**

- 1 An applicant who has been notified in terms of section 105 that his or her application has been approved, shall, within a period of 12 months from the date of such notice, or such further period as the Municipality may allow, lodge for approval with the Surveyor-General such plans, diagrams or other documents as the Surveyor-General may require, and if the applicant fails to do so the application shall lapse.
- 2 For purposes of subsection (1), the Municipality must provide to the applicant a final schedule as contemplated in section 53(2) and (4) of the conditions of establishment together with a stamped and approved layout plan.
- 3 The Municipality may for purposes of lodging the documents contemplated in subsection (1) determine street names and numbers on the layout plan.
- 4 Where the applicant fails, within a reasonable time as may be determined by the Municipality after he or she has lodged the plans, diagrams or other documents contemplated in subsection (1), to comply with any requirement the Surveyor-General may lawfully determine, the Surveyor-General shall notify the Municipality that he or she is satisfied, after hearing the applicant, that the applicant has failed to comply with any such requirement without sound reason, and thereupon the application shall lapse.
- 5 After an applicant has been notified that his or her application has been approved, the municipality may:
  - (a) where the documents contemplated in subsection (1) have not yet been lodged with the Surveyor General;
  - (b) where the documents contemplated in subsection (1) have been lodged with the Surveyor General, after consultation with the Surveyor General;

consent to the amendment of such documents, unless the amendment is, in its opinion, so material as to constitute a new application for the establishment of a township.

#### **56 Compliance with pre-proclamation conditions**

- 1 The applicant shall provide proof to the satisfaction of the Municipality within the timeframes as prescribed in terms of this By-law, that all conditions contained in the schedule to the approval of a township establishment application have been complied with.
- 2 The Municipality shall certify that all the conditions that have to be complied with by the applicant or owner as contemplated in section 44 have been complied with including the provision of guarantees and payment of monies that may be required.
- 3 The Municipality must at the same time notify the Registrar of Deeds and Surveyor General of the certification by the Municipality in terms of subsection (2).
- 4 The municipality may agree to an extension of time as contemplated in subsection (1), after receiving a written application from the applicant for an extension of time: Provided that such application provides motivation for the extension of time.

#### **57 Opening of Township Register**

- 1 The applicant shall lodge with the Registrar of Deeds the plans and diagrams contemplated in section 55 as approved by the Surveyor-General together with the relative title deeds for endorsement or registration, as the case may be.
- 2 For purposes of subsection (1) the Registrar shall not accept such documents for endorsement or registration until such time as the Municipality has certified that the applicant has complied with such conditions as the Municipality may require to be fulfilled in terms of section 53(3).
- 3 The plans, diagrams and title deeds contemplated in subsection (1) shall be lodged within a period of 12 months from the date of the approval of such plans and diagrams, or such further period as the Municipality may allow.
- 4 If the applicant fails to comply with the provisions of subsections (1), (2) and (3), the application lapses.
- 5 Having endorsed or registered the title deeds contemplated in subsection (1), the Registrar shall notify the Municipality forthwith of such endorsement or registration, and thereafter the Registrar shall not register any further transactions in respect of any land situated in the township until such time as the township is declared an approved township in terms of section 58.

#### **58 Proclamation of approved township.**

1. After the provisions of sections 54, 55, 56 and 57 have been complied with and the Municipality is satisfied that the township is in its area of jurisdiction, the Municipality or the applicant, if authorized in writing by the Municipality, shall, by notice in the *Provincial Gazette*, declare the township an approved township and it shall, in an Annexure to such notice, set out the conditions on which the township is declared an approved township.

### **Part C: Rezoning of land**

#### **59 Application for amendment of a land use scheme by rezoning of land**

- 1 An applicant, who wishes to rezone land, must apply to the Municipality for the rezoning of the land in the manner provided for in Chapter 6.
- 2 A rezoning approval lapses after a period of two (2) years from the date of approval or the date that the approval comes into operation if, within that two (2) year period—

- (a) the zoning is not utilised in accordance with the approval thereof; or
  - (b) the following requirements are not met:
    - (i) the approval by the Municipality of a building plan envisaged for the utilisation of the approved use right; and
    - (ii) commencement with the construction of the building contemplated in subparagraph (i).
- 3 If a rezoning approval lapses, the zoning applicable to the land prior to the approval of the rezoning applies, or where no zoning existed prior to the approval of the rezoning, the Municipality must determine a zoning as contemplated in section 172.

**Part D: Removal, Amendment or Suspension of a Restrictive or Obsolete Condition, Servitude or Reservation Registered Against the Title of the Land**

**60 Requirements for amendment, suspension or removal of restrictive conditions or obsolete condition, servitude or reservation registered against the title of the land**

- 1 The Municipality may, of its own accord or on application by notice in the *Provincial Gazette* amend, suspend or remove, either permanently or for a period specified in the notice and either unconditionally or subject to any condition so specified, any restrictive condition.
- 2 An applicant who wishes to have a restrictive condition amended, suspended or removed must apply to the municipality for the amendment, suspension or removal of the restrictive condition in the manner provided for in Chapter 6.
- 3 In addition to the procedures set out in Chapter 6, the owner must—
- (a) submit the original title deed to the Municipality or a certified copy thereof; and
  - (b) submit the bondholder's consent to the application, where applicable.
- 4 The Municipality must cause a notice of its intention to consider an application under subsection (1) to be served on—
- (a) all organs of state that may have an interest in the title deed restriction;
  - (b) every holder of a bond encumbering the land;
  - (c) a person whose rights or legitimate expectations will be materially and adversely affected by the approval of the application; and
  - (d) all persons mentioned in the title deed for whose benefit the restrictive condition applies.
- 5 When the Municipality considers the removal, suspension or amendment of a restrictive condition, the Municipality must have regard to the following:
- (a) the financial or other value of the rights in terms of the restrictive condition enjoyed by a person or entity, irrespective of whether these rights are personal or vest in the person as the owner of a dominant tenement;
  - (b) the personal benefits which accrue to the holder of rights in terms of the restrictive condition;
  - (c) the personal benefits which will accrue to the person seeking the removal of the restrictive condition, if it is removed;

- (d) the social benefit of the restrictive condition remaining in place in its existing form;
- (e) the social benefit of the removal or amendment of the restrictive condition; and
- (f) whether the removal, suspension or amendment of the restrictive condition will completely remove all rights enjoyed by the beneficiary or only some of those rights.

**61 Endorsements in connection with amendment, suspension or removal of restrictive conditions**

- 1 The applicant shall, after the amendment, suspension or removal of a restrictive condition by notice in the *Provincial Gazette* as contemplated in section 60(1), submit the following to the Registrar of Deeds:
  - (a) the original title deed;
  - (b) the original letter of approval; and
  - (c) a copy of the notification of the approval.
- 2 The Registrar of Deeds and the Surveyor-General must, after the amendment, suspension or removal of a restrictive condition by notice in the *Provincial Gazette*, as contemplated in section 60(1), make the appropriate entries in and endorsements on any relevant register, title deed, diagram or plan in their respective offices or submitted to them, as may be necessary to reflect the effect of the amendment, suspension or removal of the restrictive condition.

**Part E: Subdivision and Consolidation**

**62 Application for subdivision**

- 1 No person may subdivide land without the approval of the Municipality, unless the subdivision is exempted under section 66.
- 2 An applicant who wishes to subdivide land must apply to the Municipality for the subdivision of land in the manner provided for in Chapter 6.
- 3 No application for subdivision involving a change of zoning may be considered by the Municipality, unless the land concerned is zoned for such subdivision.
- 4 The Municipality must impose appropriate conditions relating to engineering services for an approval of a subdivision.
- 5 If a Municipality approves a subdivision, the applicant must submit a general plan or diagram to the Surveyor-General for approval, including proof to the satisfaction of the Surveyor-General of—
  - (a) the Municipality's decision to approve the subdivision;
  - (b) the conditions of approval contemplated in subsection (3) and section 44; and
  - (c) the approved subdivision plan.
- 6 If the Municipality approves an application for a subdivision, the applicant must within a period of two (2) years or the shorter period as the Municipality may determine, from the date of approval of the subdivision or the date that the approval comes into operation, comply with the following requirements:
  - (a) the approval by the Surveyor-General of the general plan or diagram contemplated in subsection (4);
  - (b) completion of the installation of engineering services in accordance with the conditions contemplated in subsection (3) or other applicable legislation;

- (c) proof to the satisfaction of the Municipality that all relevant conditions contemplated in section 44 for the approved subdivision in respect of the area shown on the general plan or diagram and that must be complied with before compliance with paragraph (d) have been met; and
- (d) registration of the transfer of ownership in terms of the Deeds Registries Act of the land unit shown on the diagram or of at least one new land unit shown on the general plan.

7 A confirmation from the Municipality in terms of subsection (6)(c) that all conditions of approval have been met, which is issued in error, does not absolve the applicant from complying with the obligations imposed in terms of the conditions or otherwise complying with the conditions after confirmation of the subdivision.

### **63 Confirmation of subdivision**

- 1 Upon compliance with section 62(5), the subdivision or part thereof is confirmed and cannot lapse.
- 2 Upon confirmation of a subdivision or part thereof under section 62(5), the zonings indicated on the approved subdivision plan as confirmed cannot lapse.
- 3 The Municipality must in writing confirm to the applicant or to any other person at his or her written request that a subdivision or a part of a subdivision is confirmed, if the applicant has to the satisfaction of the Municipality submitted proof of compliance with the requirements of section 62(5) for the subdivision or part thereof.
- 4 No building or structure may be constructed on a land unit forming part of an approved subdivision unless the subdivision is confirmed as contemplated in section 62(5) or the Municipality approved the construction prior to the subdivision being confirmed.

### **64 Lapsing of subdivision and extension of validity period**

- 1 An approved subdivision or a portion thereof lapses if the applicant does not comply with section 62(5).
- 2 If the subdivision period of two (2) years lapses, subsection 4 applies.
- 3 If only a portion of the general plan, contemplated in section 62(5)(b) complies with section 62(5)(b) and (c), the general plan must be withdrawn and a new general plan must be submitted to the Surveyor-General.
- 4 If an approval of a subdivision or part thereof lapses under subsection (1) —
  - (a) the Municipality must—
    - (i) amend the zoning map and, where applicable, the register accordingly; and
    - (ii) notify the Surveyor-General accordingly; and
  - (b) the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the notification that the subdivision has lapsed.

### **65 Amendment or cancellation of subdivision plan**

- 1 The Municipality may approve the amendment or cancellation of a subdivision plan, including conditions of approval, the general plan or diagram, in relation to land units shown on the general plan or diagram of which no transfer has been registered in terms of the Deeds Registries Act.
- 2 When the Municipality approves an application in terms of subsection (1), any public place that is no longer required by virtue of the approval must be closed.

- 3 The Municipality must notify the Surveyor-General of an approval in terms of subsection (1), and the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the amendment or cancellation of the subdivision.
- 4 An approval of a subdivision in respect of which an amendment or cancellation is approved in terms of subsection (1), remains valid for the remainder of the period contemplated in section 62(5) applicable to the initial approval of the subdivision, calculated from the date of approval of the amendment or cancellation in terms of subsection (1).

## **66 Exemption of subdivision and consolidation**

- 1 The subdivision or consolidation of land in the following circumstances does not require the approval of the Municipality:
  - (a) if the subdivision or consolidation arises from the implementation of a court ruling;
  - (b) if the subdivision or consolidation arises from an expropriation;
  - (c) a minor amendment of the common boundary between two or more land units if the resulting change in area of any of the land units is not more than 10 per cent;
  - (d) the registration of a servitude or lease agreement for the provision or installation of—
    - (i) water pipelines, electricity transmission lines, sewer pipelines, gas pipelines or oil and petroleum product pipelines by or on behalf of an organ of state or service provider;
    - (ii) telecommunication lines by or on behalf of a licensed telecommunications operator;
    - (iii) the imposition of height restrictions;
  - (e) the exclusive utilisation of land for agricultural purposes, if the utilisation—
    - (i) requires approval in terms of legislation regulating the subdivision of agricultural land; and
    - (ii) does not lead to urban expansion.
  - (f) the subdivision and consolidation of a closed public place with an abutting erf; and
  - (g) the granting of a right of habitation or usufruct.

2 The Municipality must, in each case, certify in writing that the subdivision has been exempted from the provisions of this Chapter.

3 The Municipality must indicate on the plan of subdivision that the subdivision has been exempted from the provisions of sections 62 to 65.

## **67 Services arising from subdivision**

1. Subsequent to the granting of an application for subdivision in terms of this By-law the owner of any land unit originating from the subdivision must—
  - (a) allow without compensation that the following be conveyed across his or her land unit in respect of other land units:
    - (i) gas mains;
    - (ii) electricity cables;
    - (iii) telephone cables;

- (iv) television cables;
  - (v) other electronic infrastructure;
  - (vi) main and other water pipes;
  - (vii) foul sewers;
  - (viii) storm water pipes; and
  - (ix) ditches and channels;
- (b) allow the following on his or her land unit if considered necessary and in the manner and position as may be reasonably required by the Municipality:
- (i) surface installations such as mini-substations;
  - (ii) meter kiosks; and
  - (iii) service pillars;
- (c) allow access to the land unit at any reasonable time for the purpose of constructing, altering, removing or inspecting any works referred to in paragraphs (a) and (b); and
- (d) receive material or permit excavation on the land unit as may be required to allow use of the full width of an abutting street and provide a safe and proper slope to its bank necessitated by differences between the level of the street as finally constructed and the level of the land unit, unless he or she elects to build retaining walls to the satisfaction of and within a period to be determined by the Municipality.

#### **68 Consolidation of land units**

- 1 No person may consolidate land without the approval of the Municipality, unless the consolidation is exempted under section 66.
- 2 A copy of the approval must accompany the diagram which is submitted to the Surveyor-General's office.
- 3 If the Municipality approves a consolidation, the applicant must submit a diagram to the Surveyor-General for approval, including proof to the satisfaction of the Surveyor-General of—
  - (a) the decision to approve the subdivision;
  - (b) the conditions of approval contemplated in section 44; and
  - (c) the approved consolidation plan.
- 4 If the Municipality approves a consolidation, the Municipality must amend the zoning map and, where applicable, the register accordingly.

#### **69 Lapsing of consolidation and validity period**

- 1 If a consolidation of land units is approved but no consequent registration by the Registrar of Deeds takes place within two (2) years of the approval, the consolidation approval lapses, unless the consolidation of land units form part of a land use application which has been approved for a longer period.
- 2 If an approval of a consolidation lapses under subsection (1) the Municipality must—
  - (a) amend the zoning map and, where applicable, the register accordingly; and
  - (b) notify the Surveyor-General accordingly; and

- (c) the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the notification that the subdivision has lapsed.

## **Part F: Permanent Closure of Public Place**

### **70 Closure of public place**

- 1 The Municipality may on own initiative or on application close a public place or any portion thereof in accordance with the procedures in Chapter 6.
- 2 An applicant who wishes to have a public place closed or a portion of a public place closed must apply to the municipality for the closure of the public place or portion thereof in the manner provided for in Chapter 6.
- 3 If any person lodges a claim against the Municipality for loss or damage that he or she has allegedly suffered as a result of the wrong doing on the part of the Municipality as a result of the closure of a public place, the authorised employee must—
  - (a) require proof of negligence on the part of the Municipality which resulted in the loss or damage; and
  - (b) before any claim is paid or settled, obtain a full technical investigation report in respect of the circumstances that led to the closure of the public place to determine whether or not there has been negligence on the part of the Municipality.
- 4 The Municipality may pay a claim if—
  - (a) the circumstances of loss or damage reveal that the Municipality acted negligently;
  - (b) the circumstances of the loss are not inconsistent with this By-law;
  - (c) the claimant has proved his or her loss or damage;
  - (d) the claimant has provided the proof of a fair and reasonable quantum;
  - (e) no claim has been made and paid by personal insurance covering the same loss; and
  - (f) any other relevant additional information as requested by the authorised employee has been received.
- 5 The ownership of the land comprised in any public place or portion thereof that is closed in terms of this section continues to vest in the Municipality unless the Municipality determines otherwise.
- 6 The municipal manager may, without complying with the provisions of this Chapter temporarily close a public place—
  - (a) for the purpose of or pending the construction, reconstruction, maintenance or repair of the public place;
  - (b) for the purpose of or pending the construction, erection, laying, extension, maintenance, repair or demolition of any building, structure, works or service alongside, on, across, over or under the public place;
  - (c) if the street or place is, in the opinion of the municipal manager, in a state dangerous to the public;
  - (d) by reason of any emergency or public event which, in the opinion of the municipal manager, requires special measures for the control of traffic or special provision for the accommodation of crowds, or

- (e) for any other reason which, in the opinion of the municipal manager, renders the temporary closing of the public place necessary or desirable.

7 The Municipality must notify the Surveyor-General of an approval in terms of subsection (1), and the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the closure of the public place.

#### **Part G: Special Consent of the Municipality**

##### **71 Application for special consent and building line relaxation**

1 An applicant may apply to the Municipality for its special consent provided for in the land use scheme in the manner provided for in Chapter 6, and:

- (a) Where the development parameters for the consent use that is being applied for are not defined in an applicable land use scheme, the Municipality must determine the development parameters that apply to the consent use as conditions of approval contemplated in section 44.
- (b) A consent use may be granted permanently or for a specified period of time in terms of conditions of approval contemplated in section 44.
- (c) A consent use granted for a specified period of time contemplated in subsection (3) must not have the effect of preventing the property from being utilised in the future for the primary uses permitted in terms of the zoning of the land.
- (d) A consent use contemplated in subsection (1) lapses after a period of two (2) years as the Municipality may determine from the date that the approval comes into operation if, within that two (2) year period—
  - (i) the consent use is not utilised in accordance with the approval thereof; or
  - (ii) if the approval by the Municipality of a building plan envisaged for the utilisation of the approved use right is not obtained or

2. An applicant may apply to the municipality for building line restrictions imposed on a property in terms of the Town Planning Scheme to be relaxed in the manner provided for in chapter 6.

#### **Part H: Application on communal land**

##### **72 Application on communal land**

1. An applicant who wishes to amend the use of communal land such amendment will have a high impact on the community must apply to the Municipality for the amendment of the land use in the manner provided for in Section 59 of the By Law.
2. A traditional council may conclude a service level agreement with the Municipality, subject to the provisions of any relevant national or provincial legislation in terms of which the traditional council may perform such functions as agreed to in the service level agreement, provided that the traditional council may not make a land development or land use decision;
3. If a traditional council does not conclude a service level agreement with the Municipality as contemplated, that traditional council is responsible for providing proof of the allocation of land in terms of customary law applicable in that traditional area to the applicant of the land development and land use application in order for that applicant to submit it in accordance with the provisions of this By-law.

#### **Part I: Temporary Consent**

##### **173. Application for temporary Consent**

- 1 An applicant may apply to the Municipality-

- (a) for a departure from the development parameters of a zoning; or
  - (b) to utilise land on a temporary basis for a purpose for which no provision is made in the land use scheme in respect of a particular zone for a period not exceeding two (2) years as may be necessary, in the manner provided for in Chapter 6.
- 2 A departure contemplated in subsection (1)(a) lapses after a period of two (2) years as the municipality may determine from the date that the approval comes into operation if, within that two (2) years period, the departure is not utilised in accordance with the approval thereof.
- 3 The Municipality may grant extensions to the period contemplated in subsection (2), which period together with any extensions that the Municipality grants, may not exceed five (5) years.
- 4 The Municipality may approve a departure contemplated in subsection (1)(b) for a period shorter than 5 years.
- 5 A temporary departure contemplated in subsection (1)(b) may not be granted more than once in respect of a particular use on a specific land unit.
- 6 A temporary departure contemplated in subsection (1)(b) may not include the improvement of land that is not temporary in nature and which has the effect that the land cannot, without further construction or demolition, revert back to its previous lawful use upon the expiry of the period contemplated in subsection (1)(b).

#### **PART J: Incidents of land invasion**

##### **74. Incidents of land invasion**

- 1 The Municipality will ensure that all developments are in accordance with its spatial development framework and take necessary steps to prevent land invasion, implement measures to monitor and control all informal settlements within its area of jurisdiction;
- 2 The Municipality acting within the frameworks of the Prevention of Illegal Eviction from and Unlawful Occupation of Land Act 19 of 1998 and any applicable legislation, will visit the informal settlement concerned and notify the residents by means of a written notice within a period of 48 hours after being aware of the incident of land invasion;
- 3 The written notice contemplated in subsection (2) must-
- (a) notify the relevant residents of their illegal occupation status;
  - (b) request the relevant residents to vacate the site concerned and remove any building materials and other person properties;
- 4 The Municipality will take such necessary as may be deemed appropriate to prevent recurrence of any incident of land invasion or illegal land occupation;

#### **Part K: General Matters**

##### **75. Ownership of public place and land required for municipal engineering services and social facilities**

- 1 The ownership of land that is earmarked for a public place as shown on an approved subdivision plan vest in the Municipality upon confirmation of the subdivision or a part thereof.
- 2 The Municipality may in terms of conditions imposed in terms of section 44 determine that land designated for the provision of engineering services, public facilities or social infrastructure on an approved subdivision plan, be transferred to the Municipality upon confirmation of the subdivision or a part thereof.

##### **76. Restriction of transfer and registration**

- 1 Notwithstanding the provisions contained in this By-law or any conditions imposed in the approval of any land development land use applications, the owner shall, at his or her cost and to the satisfaction of the Municipality, survey and register all servitudes required to protect the engineering services provided, constructed and installed as contemplated in Chapter 7.
- 2 No erf/erven and/or units in a land development area, may be alienated or transferred into the name of a purchaser nor shall a Certificate of Registered Title be registered in the name of the owner, prior to the Municipality certifying to the Registrar of Deeds that:
  - (a) All engineering services have been designed and constructed to the satisfaction of the Municipality, including guarantees for services having been provided to the satisfaction of the Municipality as may be required; and
  - (b) all engineering services and development charges have been paid; and
  - (c) all engineering services have been or will be protected to the satisfaction of the Municipality by means of servitudes; and
  - (d) all conditions of the approval of the land development application have been complied with or that arrangements have been made to the satisfaction of the Municipality for the compliance thereof within 3 months of having certified to the Registrar in terms of this section that registration may take place; and
  - (e) that the Municipality is in a position to consider a final building plan; and
  - (f) that all the properties have either been transferred or shall be transferred simultaneously with the first transfer or registration of a newly created property or sectional title scheme.

#### **77 First transfer**

- 1 Where an owner of land to which a land development and land use application relates is required to:
  - (a) transfer land to the Municipality;
  - (b) a non-profit company

by virtue of a condition set out in the conditions to the approval of a land development application contemplated in section 44, the land shall be so transferred at the expense of the applicant, within a period of 6 months from the date of the land use rights coming into operation in terms of section 44, or within such further period as the Municipality may allow, but in any event prior to any registration or transfer of any erf, portion, opening of a sectional title scheme or unit within the development.

#### **78 Certification by Municipality**

- 1 A person may not apply to the Registrar of Deeds to register the transfer of a land unit, unless the Municipality has issued a certificate in terms of this section.
- 2 The Municipality may not issue a certificate to transfer a land unit in terms of any law, or in terms of this By-law, unless the owner furnishes the Municipality with—
  - (a) a certificate of a conveyancer confirming that funds due by the transferor in respect of land, have been paid;
  - (b) proof of payment of any contravention penalty or proof of compliance with a directive contemplated in Chapter 9;

- (c) proof that the land use and buildings constructed on the land unit comply with the requirements of the land use scheme;
  - (d) proof that all common property including private roads and private places originating from the subdivision, has been transferred; and
  - (e) proof that the conditions of approval that must be complied with before the transfer of erven have been complied with.
3. Certification fee will be charged by the municipality in accordance to the approved tariffs of that particular financial year.

## **79 National and provincial interest**

- 1 In terms of section 45 of the Act an applicant shall refer any application which affects national or provincial interest respectively to the Minister and Council for comments, which comments are to be provided within 21 days as prescribed in subsection 45(5) of the Act.
- 2 Where any application in terms of this By-law, which in the opinion of the Municipal Manager affects national or provincial interest as defined in section 52 of the Act, is submitted, such application must be referred to the Minister or the Member of the Executive Council respectively and the provisions of subsections 45(5) to 45(7) of the Act, apply with the necessary changes.
- 3 The Municipal Planning Tribunal or Authorised Official as the case may be, as contemplated in this By-law and the Act, may direct that an application before it, be referred to the Minister and the Council, if such an application in their opinion affects national or provincial interest and the provisions of subsections 45(5) to 45(7) of the Act apply with the necessary changes.
- 4 Subsections (1) to (3) shall be read with subsection 33(1) of the Act in that the national and or provincial departments becomes parties to the application that affects national or provincial interest, but the Municipality remains the decision maker of first instance.

## **CHAPTER 6**

### **GENERAL APPLICATION PROCEDURES**

#### **80 Applicability of the Chapter**

1. This Chapter applies to all applications submitted to the Municipality in terms of Chapter 5.

#### **81 Procedures for making application**

1. An applicant must comply with the procedures in this Chapter and, where applicable, the specific procedures provided for in Chapter 5 of this By-law.

#### **82 Information required**

1. An application must be accompanied by the following documents:
  - (a) an approved application form, completed and signed by the applicant;
  - (b) if the applicant is not the owner of the land, a power of attorney authorising the applicant to make the application on behalf of the owner;

- (c) if the owner of the land is a company, closed corporation, trust, body corporate or home owners' association, proof that the person is authorised to act on behalf of the company, closed corporation, trust, body corporate or a home owners' association;
- (d) the relevant bondholder's consent, if applicable;
- (e) a written motivation for the application based on the criteria for consideration of the application;
- (f) a copy of the Surveyor-General's diagram of the subject property or if it does not exist, an extract from relevant general plan;
- (g) a locality plan and site development plan, when required, or a plan showing the proposal in its cadastral context;
- (h) in the case of an application for the subdivision of land, copies of the subdivision plan showing the following:
  - (i) the location of the proposed land units;
  - (ii) the proposed zonings in respect of the proposed land units;
  - (iii) all existing structures on the property and abutting properties;
  - (iv) the public places and the land needed for public purposes;
  - (v) the existing access points;
  - (vi) all servitudes;
  - (vii) contours with at least a one meter interval or such other interval as may be approved by the Municipality;
  - (viii) the street furniture;
  - (ix) the light, electrical and telephone poles;
  - (x) the electrical transformers and mini substations;
  - (xi) the storm water channels and catch pits;
  - (xii) the sewerage lines and connection points;
  - (xiii) any significant natural features; and
  - (xiv) the scale and all distances and areas.
- (i) any other plans, diagrams, documents or information that the Municipality may require;
- (j) the proof of payment of application fees;
- (k) the proof of advertisements and notices (Special Consent, Rezoning, and township establishment).
- (k) a full copy of the title deeds indicating all existing title conditions in current and historic title deeds; and

- (l) if required by the Municipality, a conveyancer's certificate indicating that no restrictive condition in respect of the application is contained in such title deeds.; and
- (m) in the case of a land development on communal land application referred to in section 52, community approval granted as a result of a community participation process conducted in terms of Customary Law.

2 The Municipality may make guidelines relating to the submission of additional information and procedural requirements.

### **83 Application fees**

- 1 An applicant must pay the application fees according to the approved tariffs for that particular financial year prior to submitting an application in terms of this By-law.
- 2 Application fees that are paid to the Municipality are non-refundable and proof of payment of the application fees must accompany the application.

### **84 Grounds for refusing to accept application**

1. The Municipality may refuse to accept an application if—
  - (a) the municipality has already decided on the application;
  - (b) there is no proof of payment of fees;
  - (c) the application is not in the form required by the Municipality or does not contain the documents required for the submission of an application as set out in section 82.

### **85 Receipt of application and request for further documents**

1. The Municipality must—
  - (a) record the receipt of an application in writing or by affixing a stamp on the application on the day of receipt;
  - (b) notify the applicant in writing of any outstanding or additional plans, documents, other information or additional fees that it may require within 30 working days of receipt of the application or the further period as may be agreed upon, failing which it is regarded that there is no outstanding information or documents; and
  - (c) if the application is complete, notify the applicant in writing that the application is complete within 30 working days of receipt of the application.

### **86 Additional information**

- 1 The applicant must provide the Municipality with the information or documentation required for the completion of the application within 30 days of the request therefor or within the further period agreed to between the applicant and the Municipality.
- 2 The Municipality may refuse to consider the application if the applicant fails to provide the information within the timeframes contemplated in subsection (1).
- 3 The Municipality must notify the applicant in writing of the refusal to consider the application and must close the application.
- 4 An applicant has no right of appeal to the Appeal Authority in respect of a decision contemplated in subsection (3) to refuse to consider the application.

- 5 If an applicant wishes to continue with an application that the Municipality refused to consider under subsection (3), the applicant must make a new application and pay the applicable application fees.

#### **87 Confirmation of complete application**

- 1 The Municipality must notify the applicant in writing that the application is complete within 30 days of receipt of the additional plans, documents or information required by it or if further information is required as a result of the furnishing of the additional information.
- 2 If further information is required, section 86 applies to the further submission of information that may be required.

#### **88 Withdrawal of application**

- 1 An applicant may, at any time prior to a decision being taken, withdraw an application on written notice to the Municipality.
- 2 The owner of land must in writing inform the Municipality if he or she has withdrawn the power of attorney that authorised another person to make an application on his or her behalf.

#### **89 Notice of applications in terms of integrated procedures**

- 1 The Municipality may, on prior written request and motivation by an applicant, determine that—
  - (a) a public notice procedure carried out in terms of another law in respect of the application constitutes public notice for the purpose of an application made in terms of this By-law; or
  - (b) notice of an application made in terms of this By-law may be published in accordance with the requirements for public notice applicable to a related application in terms other legislation;
- 2 If a Municipality determines that an application may be published as contemplated in subsection (1)(b) an agreement must be entered into by the Municipality and the relevant organs of state to facilitate the simultaneous publication of notices.
- 3 The Municipality must, within 30 days of having notified the applicant that the application is complete, simultaneously—
  - (a) cause public notice of the application to be given in terms of section 92(1) and
  - (b) forward a copy of the notice together with the relevant application to every municipal department, service provider and organ of state that has an interest in the application, unless it has been determined by the Municipality that a procedure in terms of another law, as determined in subsection (1), is considered to be public notice in terms of this By-law.
- 4 The Municipality may require the applicant to give the required notice of an application in the media.
- 5 Where an applicant has published a notice in the media at the request of a Municipality, the applicant must provide proof that the notice has been published as required.

#### **90 Notification of application in media**

- 1 The Municipality must cause notice to be given in the media, in accordance with this By-law, of the following applications:
  - (a) an application for a rezoning or a rezoning on the initiative of the Municipality;
  - (b) the subdivision of land larger than five hectares inside the outer limit of urban expansion as reflected in its municipal spatial development framework;

- (c) the subdivision of land larger than one hectare outside the outer limit of urban expansion as reflected in its municipal spatial development framework;
- (d) if the Municipality has no approved municipal spatial development framework, the subdivision of land larger than five hectares inside the physical edge, including existing urban land use approvals, of the existing urban area;
- (e) if the Municipality has no approved municipal spatial development framework, the subdivision of land larger than one hectare outside the physical edge, including existing urban land use approvals, of the existing urban area;
- (f) the closure of a public place;
- (g) an application in respect of a restrictive condition;
- (h) the establishment of a township or the extension of the boundaries of a township
- (i) other applications that will materially affect the public interest or the interests of the community if approved.

2 Notice of the application in the media must be given by—

- (a) publishing a notice of the application, in newspapers with a general circulation in the area concerned in at least two of the official languages of the Province most spoken in the area concerned; or
- (b) if there is no newspaper with a general circulation in the area, posting a copy of the notice of application, for at least the duration of the notice period, on the land concerned and on any other notice board as may be determined by the Municipality.

## 91 Serving of notice

1 Notice of an application contemplated in section 90(1) and subsection (2) must be served—

- (a) in accordance with section 115 of the Municipal Systems Act;
- (b) in at least two of the official languages of the Province most spoken in the area concerned; and
- (c) on each person whose rights or legitimate expectations will be affected by the approval of the application.

2 When the Municipality intends to consider any of the following, it must at least cause a notice to be served as contemplated in section 90 of its intention:

- (a) a determination of a zoning;
- (b) a land use application for subdivision or the amendment or cancellation of a subdivision contemplated in sections 62 and 65, respectively;
- (c) a land use application for consolidation contemplated in section 68; or
- (d) the imposition, amendment or waiver of a condition.

3 The Municipality may require the serving of a notice as contemplated in this section for any other application made in terms of this By-law.

4 The Municipality may require notice of its intention to consider all other applications not listed in subsection (2) to be given in terms of section 93.

- 5 The Municipality may require the applicant to attend to the serving of a notice of an application contemplated in subsection (1).
- 6 Where an applicant has served a notice at the request of a Municipality, the applicant must provide proof that the notice has been served as required.
- 7 The date of notification in respect of a notice served in terms of this section—
  - (a) when it has been served by certified or registered post is the date of registration of the notice; and
  - (b) when it has been delivered to that person personally is the date of delivery to that person;
  - (c) when it has been left at that person's place of residence or business in the Republic with a person apparently over the age of sixteen years is the date on which it has been left with that person; or
  - (d) when it has been posted in a conspicuous place on the property or premises to which it relates is the date that it is posted in that place.

## **92 Content of notice**

- 1 When notice of an application must be given in terms of section 90 or served in terms of section 97, the notice must contain the following information:
  - (a) the details of the applicant;
  - (b) identify the land or land unit to which the application relates by giving the property description and the physical address;
  - (c) state the intent and purpose of the application;
  - (d) state that a copy of the application and supporting documentation will be available for viewing during the hours and at the place mentioned in the notice;
  - (e) state the contact details of the relevant municipal employee;
  - (f) invite members of the public to submit written comments, objections or representations together with the reasons therefor in respect of the application;
  - (g) state in which manner comments, objections or representations may be submitted;
  - (h) state the date by when the comments, objections or representations must be submitted which may not be less than 30 days from the date on which the notice was given;
  - (i) state that any person who cannot write may during office hours attend at an address stated in the notice where a staff member of the Municipality with legal understanding will assist that person to transcribe that person's objections, comments or representations.

## **93 Additional methods of public notice**

- 1 If the Municipality considers notice in accordance with sections 90 or 91 to be ineffective or the Municipality decides to give notice of any application in terms of this By-law, the Municipality may on its own initiative or on request require an applicant to follow one or more of the following methods to give additional public notice of an application:
  - (a) to display a notice contemplated in section 85 of a size of at least 60 cm by 42 cm on the frontage of the erf concerned or at any other conspicuous and easily accessible place on the erf, provided that—

- (i) the notice must be displayed for a minimum of 30 days during the period that the public may comment on the application;
  - (ii) the applicant must, within 21 days from the last day of display of the notice, submit to the Municipality—
    - (aa) a sworn affidavit confirming the maintenance of the notice for the prescribed period; and
    - (bb) at least two photos of the notice, one from nearby and one from across the street.
  - (b) to convene a meeting for the purpose of informing the affected members of the public of the application;
  - (c) to broadcast information regarding the application on a local radio station in a specified language;
  - (d) to hold an open day or public meeting to notify and inform the affected members of the public of the application;
  - (e) to publish the application on the Municipality's website for the duration of the period that the public may comment on the application; or
  - (f) to obtain letters of consent or objection to the application.
- 2 Where an applicant has given additional public notice of an application on behalf of a Municipality, the applicant must provide proof that the additional public notice has been given as required.

#### **94 Requirements for petitions**

- 1 All petitions must clearly state—
- (a) the contact details of the authorised representative of the signatories of the petition;
  - (b) the full name and physical address of each signatory; and
  - (c) the objection and reasons for the objection.
- 2 Notice to the person contemplated in subsection (1)(a), constitutes notice to all the signatories to the petition.

#### **95 Requirements for objections, comments or representations**

- 1 A person may, in response to a notice received in terms of sections 90, 91 or 93, object, comment or make representations in accordance with this section.
- 2 Any objection, comment or representation received as a result of a public notice process must be in writing and addressed to the person mentioned in the notice within the time period stated in the notice and in the manner set out in this section.
- 3 The objection must state the following:
- (a) the name of the person or body concerned;
  - (b) the address or contact details at which the person or body concerned will accept notice or service of documents;
  - (c) the interest of the body or person in the application;
  - (d) the reason for the objection, comment or representation.
- 4 The reasons for any objection, comment or representation must be set out in sufficient detail in order to—

- (a) indicate the facts and circumstances which explains the objection, comment or representation;
- (b) demonstrate the undesirable effect which the application will have on the area;
- (c) demonstrate any aspect of the application which is not considered consistent with applicable policy.

5 The Municipality may refuse to accept an objection, comment or representation received after the closing date.

#### **96 Amendments prior to approval**

- 1 An applicant may amend his or her application at any time after notice of the application has been given in terms of this by-laws and prior to the approval thereof—
  - (a) at the applicant's own initiative;
  - (b) as a result of objections and comments made during the public notification process; or
  - (c) at the request of the Municipality.
- 2 If an amendment to an application is substantial, the Municipality may require that further notice of the application be given in terms of this By-law and may require that the notice and the application be resent to municipal departments, organs of state and service providers.

#### **97 Further public notice**

- 1 The Municipality may require that a new notice of an application be given if more than 18 months has elapsed since the first public notice of the application and if the application has not been considered by the Municipality.
- 2 The Municipality may, at any stage during the processing of the application—
  - (a) require notice of an application to be republished or to be served again; and
  - (b) an application to be resent to municipal departments for comment, if new information comes to its attention which is material to the consideration of the application.

#### **98 Cost of notice**

1. The applicant is liable for the costs of giving notice of an application.

#### **99 Applicant's right to reply**

- 1 The applicant may, within a period of 30 days from the date of the provision of the objections, comments or representations, submit written reply thereto with the Municipality and must serve a copy thereof on all the parties that have submitted objections, comments or representations.
- 2 The applicant may before the expiry of the 30 day period referred to in subsection (1), apply to the Municipality for an extension of the period with a further period of 14 days to lodge a written reply.
- 3 If the applicant does not submit comments within the period of 30 days or within an additional period 14 of days if applied for, the applicant is considered to have no comment.
- 4 If as a result of the objections, comments or representations lodged with a Municipality, additional information regarding the application are required by the Municipality, the information must be supplied within the further period as may be agreed upon between the applicant and the Municipality.
- 5 If the applicant does not provide the information within the timeframes contemplated in subsection (4), section 86(2) to (5) with the necessary changes, applies.

#### **100 Written assessment of application**

- 1 An employee authorised by the Municipality must in writing assess an application in accordance with section 44 and recommend to the decision-maker whether the application must be approved or refused.
- 2 An assessment of an application must include a motivation for the recommendation and, where applicable, the proposed conditions of approval.

#### **101 Decision-making period**

- 1 When the power to take a decision is delegated to an authorised employee and no integrated process in terms of another law is being followed, the authorised employee must decide on the application within 60 days of the closing date for the submission of comments, objections or representations.
- 2 When the power to take a decision is not delegated to an authorised employee and no integrated process in terms of another law is being followed, the Municipal Planning Tribunal must decide on the application within 120 days of the closing date for the submission of comments, objections or representations.

#### **102 Failure to act within time period**

1. If no decision is made by the Municipal Planning Tribunal or Authorised Official within the period required in terms of the Act, it is considered undue delay for purposes of this By-Laws and the applicant or interested person may report the non-performance of the Municipal Planning Tribunal or Authorised Official to the municipal manager, who must report it to the municipal council and mayor.

#### **103 Powers to conduct routine inspections**

- 1 An employee authorised by the Municipality may, in accordance with the requirements of this section, enter land or a building for the purpose of assessing an application in terms of this By-law and to prepare a report contemplated in section 100.
- 2 When conducting an inspection, the authorised employee may—
  - (a) request that any record, document or item be produced to assist in the inspection;
  - (b) make copies of, or take extracts from any document produced by virtue of paragraph (a) that is related to the inspection;
  - (c) on providing a receipt, remove a record, document or other item that is related to the inspection; or
  - (d) inspect any building or structure and make enquiries regarding that building or structure.
- 3 No person may interfere with an authorised employee who is conducting an inspection as contemplated in subsection (1).
- 4 The authorised employee must, upon request, produce identification showing that he or she is authorised by the Municipality to conduct the inspection.
- 5 An inspection under subsection (1) must take place at a reasonable time and after reasonable notice has been given to the owner or occupier of the land or building.

#### **104 Determination of application**

1. The Municipality may in respect of any application submitted in terms of this Chapter -
  - (a) approve, in whole or in part, or refuse any application referred to it in accordance with this By-law;
  - (b) on the approval of any application, impose any reasonable conditions, including conditions related to the provision of engineering services and the payment of any development charges;

- (c) make an appropriate determination regarding all matters necessary or incidental to the performance of its functions in terms of this By-law and provincial legislation;
- (d) conduct any necessary investigation;
- (e) give directions relevant to its functions to any person in the service of a Municipality or municipal entity;
- (f) decide any question concerning its own jurisdiction;
- (g) appoint a technical adviser to advise or assist in the performance of the Municipal Planning Tribunal's functions in terms of this By-law;

#### **105 Notification of decision**

- 1 The Municipality must, within 21 days of its decision, in writing notify the applicant and any person whose rights are affected by the decision of the decision and their right to appeal if applicable.
- 2 If the owner has appointed an agent, the owner must take steps to ensure that the agent notifies him or her of the decision of the Municipality.

#### **106 Duties of agent of applicant**

- 1 An applicant who is not the owner of the land concerned must ensure that he or she has the contact details of the owner of the property.
- 2 The agent must ensure that all information furnished to the Municipality is accurate.
- 3 The agent must ensure that no misrepresentations are made.
- 4 The provision of inaccurate, false or misleading information is an offence.

#### **107 Errors and omissions**

- 1 The Municipality may at any time correct an error in the wording of its decision provided that the correction does not change its decision or results in an alteration, suspension or deletion of a condition of its approval.
- 2 The Municipality may, of its own accord or on application by an applicant or interested party, upon good cause being shown, condone an error in the procedure provided that such condonation does not have material adverse impact on or unreasonably prejudice any party.

#### **108 Withdrawal of approval**

- 1 The Municipality may withdraw an approval granted for a consent use or temporary departure if the applicant or owner fails to comply with a condition of approval.
- 2 Prior to doing so, the Municipality must serve a notice on the owner—
  - (a) informing the owner of the alleged breach of the condition;
  - (b) instructing the owner to rectify the breach within a specified time period;
  - (c) allowing the owner to make representations on the notice within a specified time period.

#### **109 Procedure to withdraw an approval**

- 1 The Municipality may withdraw an approval granted—
  - (a) after consideration of the representations made in terms of section 108(2)(c); and
  - (b) if the Municipality is of the opinion that the condition is still being breached and not being complied with at the end of the period specified in terms of section 108(2)(b).

- 2 If the Municipality withdraws the approval, the Municipality must notify the owner of the withdrawal of the approval and instruct the owner to cease the activity immediately.
- 3 The approval is withdrawn from date of notification of the owner.

#### **110 Exemptions to facilitate expedited procedures**

1. The Municipality may in writing -
  - (a) exempt a development from compliance with the provisions of this By-law to reduce the financial or administrative burden of—
    - (i) integrated application processes as contemplated in section 89;
    - (ii) the provision of housing with the assistance of a state subsidy; or
    - (iii) incremental upgrading of existing settlements;
  - (b) in an emergency situation authorise that a development may depart from any of the provisions of this By-law

### **CHAPTER 7**

#### **ENGINEERING SERVICES AND DEVELOPMENT CHARGES**

##### **Part A: Provision and Installation of Engineering Services**

#### **111 Responsibility for providing engineering services**

- 1 Every land development area must be provided with such engineering services as the Municipality may deem necessary for the appropriate development of the land.
- 2 An applicant is responsible for the provision and installation of internal engineering services required for a development at his or her cost when a land development and land use application is approved.
- 3 The Municipality is responsible for the installation and provision of external engineering services, unless the engineering services agreement referred to in section 113 provides otherwise.

#### **112 Installation of engineering services**

- 1 The applicant shall provide and install the internal engineering services in accordance with the conditions of establishment and to the satisfaction of the Municipality, and for that purpose the applicant shall lodge with the Municipality such reports, diagrams and specifications as the Municipality may require.
- 2 The Municipality shall have regard to such standards as the Minister or MEC may determine for streets and storm water drainage, water, electricity and sewage disposal services in terms of the Act.
- 3 If an engineering service within the boundaries of the land development area is intended to serve any other area within the municipal area, such engineering service and the costs of provision thereof must be treated as an internal engineering service to the extent that it serves the land development and as an external engineering service to the extent that it serves any other development.

#### **113 Engineering services agreement**

- 1 An applicant of a land development application and the Municipality must enter into an engineering service agreement if the Municipality requires such agreement.

2 The engineering services agreement must –

- (a) classify the services as internal engineering services or external engineering services;
- (b) be clear when the applicant and the Municipality are to commence construction of internal engineering services and external engineering services, at which rate construction of such services is to proceed and when such services must be completed;
- (c) provide for the inspection and handing over of internal engineering services to the Municipality;
- (d) determine the date on which all risk and ownership in respect of such services shall pass to the Municipality;
- (e) require the applicant and the Municipality to take out adequate insurance cover in respect of such risks as are insurable for the duration of the land development; and
- (f) provide for the following responsibilities after the internal services have been handed over to the Municipality:
  - (i) when normal maintenance by the relevant authority must commence;
  - (ii) the responsibility of the applicant for the rectification of defects in material and workmanship; and
  - (iii) the rights of the relevant authority if the applicant fails to rectify any defects within a reasonable period after having been requested to do so;
- (g) if any one of the parties is to provide and install an engineering service at the request and at the cost of the other, such service must be clearly identified and the cost or the manner of determining the cost of the service must be clearly set;
- (h) determine whether additional bulk services are to be provided by the Municipality and, if so, such services must be identified;
- (i) determine which party is responsible for the installation and provision of service connections to residential, business, industrial, community facility and municipal erven, and the extent or manner, if any, to which the costs of such service connections are to be recovered;
- (j) define the service connections to be made which may include all service connections between internal engineering services and the applicable erf or portion of the land and this include –
  - (i) a water-borne sewerage pipe terminating at a sewer connection;
  - (ii) a water-pipe terminating at a water meter; and
  - (iii) an electricity house connection cable terminating on the relevant erf; and
- (k) clearly identify the level and standard of the internal engineering services to be provided and installed and this include, amongst others –
  - (i) water reticulation;
  - (ii) sewerage reticulation, sewage treatment facilities and the means of disposal of effluent and other products of treatment;
  - (iii) roads and storm-water drainage;
  - (iv) electricity reticulation (high and low tension);

- (v) street lighting.
- 3 The engineering services agreement may –
- (a) require that performance guarantees be provided, or otherwise, with the provision that –
    - (i) the obligations of the parties with regard to such guarantees are clearly stated;
    - (ii) such guarantee is irrevocable during its period of validity; and
    - (iii) such guarantee is transferable by the person to whom such guarantee is expressed to be payable; and
  - (b) provide for the manner in which the parties are to finance their relative responsibilities in terms of the engineering services agreement and where appropriate, either party may undertake to provide bridging finance to the other party.
- 4 Where only basic services are to be provided initially, the timeframes and the responsibility of the parties for the upgrading (if any) of services must be recorded in the engineering services agreement.

#### **114 Abandonment or lapsing of land use and land development applications**

- 1 Where a land development or land use application is abandoned by the applicant or has lapsed in terms of any provision in terms of the Act, provincial legislation or conditions or this By-law, the engineering services agreement referred to in section 113 lapses and if the applicant had installed any engineering services before the lapsing of the application in terms of the engineering services agreement, he or she shall have no claim against the Council with regard to the provision and installation of any engineering services of whatsoever nature

#### **Part B: Development Charges**

#### **115 Payment of development charges**

- 1 The Municipality must develop a policy for development charges and may levy a development charge in accordance with the policy, for the provision of –
- (a) the engineering services contemplated in this Chapter where it will be necessary to enhance or improves such services as a result of the commencement of the amendment scheme; and
  - (b) open spaces or parks where the commencement of the amendment scheme will bring about a higher residential density.
- 2 If a land development application is approved by the Municipal Planning Tribunal subject to, amongst others, the payment of a development charge or an amendment scheme comes into operation, the applicant or owner of the land to which the scheme relates, must, subject to section 116, pay the development charge to the Municipality.
- 3 An applicant or owner who is required to pay a development charges in terms of this By-law shall pay such development charges to the Municipality before:
- (a) a written statement contemplated in section 118 of the Municipal System Act is furnished in respect of the land;
  - (b) a building plan is approved in respect of:
    - (i) the proposed alteration of or addition to an existing building on the land;

- (ii) the erection of a new building on the land, where that building plan, were it not for the commencement of the amendment scheme, would have been in conflict with the land use scheme in operation;
- (c) the land is used in a manner or for a purpose which, were it not for the commencement of the amendment scheme, would have been in conflict with the land use scheme in operation.

#### **116 Offset of development charges**

- 1 An agreement concluded between the Municipality and the applicant in terms of section 49(4) of the Act, to offset the provision of external engineering services against the applicable development charge, must be in writing and must include the estimated cost of the installation of the external engineering services.
- 2 The applicant or the owner must submit documentary proof of the estimated cost of the installation of the external engineering services.
- 3 The amount to be offset against the applicable development charge must be determined by the Municipality.
- 4 if the cost of the installation of the external engineering services exceed the amount of the applicable development charge, the Municipality may refund the applicant or the owner if there are funds available in the Municipality's approved budget.
- 5 This section does not oblige the Municipality to offset any costs incurred in the provision of external engineering services other than that which may have been agreed upon in the engineering services agreement contemplated in section 113.

#### **117 Payments of development charges in instalments**

1. The Municipality may -
  - (a) in the circumstances contemplated in subparagraph (b) or (c), allow payment of the development charge contemplated in section 110 in instalments over a period not exceeding three months;
  - (b) in any case, allow payment of the development charge contemplated in section 115 to be postponed for a period not exceeding three months where security for the payment is given to its satisfaction;
  - (c) in exercising the power conferred by subparagraphs (a) or (b), impose any condition, including a condition for the payment of interest.

#### **118 Refund of development charges**

1. No development charge paid to the Municipality in terms of section 115 or any portion thereof shall be refunded to an applicant or owner: Provided that where the owner paid the applicable charge prior to the land use rights coming into operation and the application is abandoned in terms of section 114 the Municipality may, on such terms and conditions as it may determine, authorise the refund of development charges or any portion thereof.

#### **119 General matters relating to contribution charges**

- 1 Notwithstanding any provision to the contrary, where a development charge or contribution for open space is paid to the Municipality, such funds must, in terms of the provisions of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003), be kept separate and only applied by the Municipality towards the improvement and expansion of the services infrastructure or the provision of open space or parking, as the case may be, to the benefit and in the best interests of the general area where the land area is situated or in the interest of a community that occupies or uses such land area.

- 2 The Municipality must annually prepare a report on the development charges paid to the Municipality together with a statement of the expenditure of such amounts and the purposes of such expenditure and must submit such report and statement to the Premier.

## CHAPTER 8

### APPEAL PROCEDURES

#### PART A: MANAGEMENT OF AN APPEAL AUTHORITY

##### **120 Presiding officer of appeal authority**

1. The presiding officer of the appeal authority is responsible for managing the judicial functions of that appeal authority.

##### **121 Bias and disclosure of interest**

1. No presiding officer or member of an appeal authority may sit at the hearing of an appeal against a decision of a Municipal Planning Tribunal if he or she was a member of that Municipal Planning Tribunal when the decision was made or if he or she was the official contemplated in section 35(2) of the Act and he or she made the decision that is the subject of the appeal.
2. A presiding officer or member of an appeal authority who has or appears to have a conflict of interest as defined in subsections (5) and (6) must recuse himself or herself from the appeal hearing.
3. A party may in writing to the appeal authority request the recusal of the presiding officer or member of that appeal authority on the grounds of conflict of interest and the presiding officer must decide on the request and inform the party of the decision in writing.
4. A decision by a presiding officer or member to recuse himself or herself or a decision by the appeal authority to recuse a presiding officer or member, must be communicated to the parties concerned by the registrar.
5. For the purpose of this Chapter "conflict of interest" means any factor that may impair or reasonably give the appearance of impairing the ability of a member of an appeal authority to independently and impartially adjudicate an appeal assigned to the appeal authority.
6. A conflict of interest arises where an appeal assigned to an appeal authority involves any of the following:
  - (a) A person with whom the presiding officer or member has a personal, familiar or professional relationship;
  - (b) a matter in which the presiding officer or member has previously served in another capacity, including as an adviser, counsel, expert or witness; or
  - (c) any other circumstances that would make it appear to a reasonable and impartial observer that the presiding officer's or member's participation in the adjudication of the matter would be inappropriate.

##### **122 Registrar of appeal authority**

1. The municipal manager of a municipality is the registrar of the appeal authority.
2. Notwithstanding the provisions of sub regulation (1), a municipal council may appoint a person or designate an official in its employ, to act as registrar of the appeal authority and if it so appoints or designates a person or an official, that person or official has delegated authority as contemplated in section 56 of the Act.
3. Whenever by reason of absence or incapacity any registrar is unable to carry out the functions of his or her office, or if his or her office becomes vacant, the municipal council may, after consultation with the presiding

officer of the appeal authority, authorise any other competent official in the public service to act in the place of the absent or incapacitated registrar during such absence or incapacity or to act in the vacant office until the vacancy is filled.

4. Any person appointed under subsection (2) or authorised under subsection (3) may hold more than one office simultaneously.

### **123 Powers and duties of registrar**

1. The registrar is responsible for managing the administrative affairs of the appeal authority and, in addition to the powers and duties referred to in this Chapter, has all the powers to do what is necessary or convenient for the effective and efficient functioning of the appeal authority and to ensure accessibility and maintenance of the dignity of the appeal authority.
2. The duties of the registrar include –
  - (a) the determination of the sitting schedules of the appeal authority;
  - (b) assignment of appeals to the appeal authority;
  - (c) management of procedures to be adhered to in respect of case flow management and the finalisation of any matter before the appeal authority;
  - (d) transmit all documents and make all notifications required by the procedures laid down in the provincial spatial planning and land use management legislation;
  - (e) the establishment of a master registry file for each case which must record –
    - (i) the reference number of each appeal;
    - (ii) the names of the parties;
    - (iii) all actions taken in connection with the preparation of the appeal for hearing;
    - (iv) the dates on which any document or notification forming part of the procedure is received in or dispatched from his or her office;
    - (v) the date of the hearing of the appeal;
    - (vi) the decision of the appeal authority;
    - (vii) whether the decision was unanimous or by majority vote; and
    - (viii) any other relevant information.
3. The presiding officer of the appeal authority may give the registrar directions regarding the exercise of his or her powers under this Chapter.
4. The registrar must give written notice to the presiding officer of all direct or indirect pecuniary interest that he or she has or acquires in any business or legal person carrying on a business.

## **PART B: APPEAL PROCESS**

### **124 Commencing of appeal**

1. An appellant must commence an appeal by delivering a Notice of Appeal in the form approved by Council to the registrar of the relevant appeal authority within 21 days as contemplated in section 51 of the Act.

### **125 Notice of appeal**

1. A Notice of Appeal must clearly indicate:
  - (a) whether the appeal is against the whole decision or only part of the decision and if only a part, which part;

- (b) where applicable, whether the appeal is against any conditions of approval of an application and which conditions;
  - (c) the grounds of appeal including any findings of fact or conclusions of law;
  - (d) a clear statement of the relief sought on appeal;
  - (e) any issues that the appellant wants the appeal authority to consider in making its decision; and
  - (f) a motivation of an award for costs.
- 2 An appellant may, within seven days from receipt of a notice to oppose an appeal amend the notice of appeal and must submit a copy of the amended notice to the appeal authority and to every respondent.

#### **126 Notice to oppose an appeal**

1. A notice to oppose an appeal must clearly indicate:
- (a) whether the whole or only part of the appeal is opposed and if only a part, which part;
  - (b) whether any conditions of approval of an application are opposed and which conditions;
  - (c) whether the relief sought by the appellant is opposed; and
  - (d) the grounds for opposing the appeal including any finding of fact or conclusions of law in dispute;
  - (e) a clear statement of relief sought on appeal.

#### **127 Screening of appeal**

- 1 When the appeal authority receives a Notice of Appeal, it must screen such Notice to determine whether:
- (a) It complies with the form referred to in schedule 11;
  - (b) it is submitted within the required time limit; and,
  - (c) the appeal authority has jurisdiction over the appeal.
- 2 If a Notice of Appeal does not comply with the form referred to in schedule 11, the appeal authority must return the Notice of Appeal to the appellant, indicating what information is missing and require that information to be provided and returned to the appeal authority by the appellant within a specific time period.
3. If the Notice of Appeal is not provided and returned to the appeal authority with the requested information within the specified time period, the appellant's appeal will be considered abandoned and the appeal authority must notify the parties in writing accordingly.
- 4 If the Notice of Appeal is received by the appeal authority after the required time limit has expired, the party seeking to appeal is deemed to have abandoned the appeal and the appeal authority will notify the parties in writing.
5. If the appeal relates to a matter that appears to be outside the jurisdiction of the appeal authority, it must notify the parties in writing.
6. The appeal authority may invite the parties to make submissions on its jurisdiction and it will then determine, based on any submissions received, if it has jurisdiction over the appeal and must notify the parties in writing of the decision

### **PART C: PARTIES TO AN APPEAL**

#### **128 Parties to appeal**

- 1 The parties to an appeal before an appeal authority are:
- (a) the appellant who has lodged the appeal with the appeal authority;
  - (b) the Municipal Planning Tribunal that or the official authorised by the municipality as contemplated in section 35(2) of the Act who made the decision;

- (c) if the Minister or MEC intervenes in the proceeding under regulation 9, the Minister or the MEC, as the case may be; and
- (d) any other person who has been made a party to the proceeding by the appeal authority after a petition to the appeal authority under section 45(2) of the Act to be granted intervener status.

#### **129 Intervention by Minister or MEC**

1. The Minister or the MEC may, on behalf of the national or provincial sphere of government, intervene in a proceeding before the appeal authority and must request to the appeal authority in writing to be added as a party to the appeal.
2. The appeal authority may after due consideration of the request contemplated in sub regulation (1), in its own discretion, make the Minister or the MEC a party to the appeal.
3. Where the Minister or the MEC intervenes under sub regulation (1) in an appeal proceeding, the Minister or the MEC may authorise the payment to a party to the proceeding by the department concerned of such costs as he or she considers were reasonably incurred by that party in relation to the proceeding as a result of that intervention.

#### **130 Intervention by interested person**

- 1 Where an appeal has been lodged by an appellant to the appeal authority, an interested person referred to in section 45(2) of the Act may, at any time during the proceedings, petition the appeal authority in writing on the form approved by Council to be granted intervener status on the grounds that his or her rights may have been affected by the decision of the Municipal Planning Tribunal or official referred to in section 34(2) of the Act and might therefore be affected by the judgement of the appeal authority.
- 2 The petitioner must submit together with the petition to be granted intervener status an affidavit stating that he or she –
  - (a) does not collude with any of the appellants; and
  - (b) is willing to deal with or act in regard to the appeal as the appeal authority may direct.
- 3 The registrar must determine whether the requirements of this regulation have been complied with and must thereafter transmit a copy of the form to the parties of the appeal.
- 4 The presiding officer of the appeal authority must rule on the admissibility of the petitioner to be granted intervener status and the decision of the presiding officer is final and must be communicated to the petitioner and the parties by the registrar.
- 5 The presiding officer may, in his or her discretion or on request of one of the parties to the appeal, require security for that party's costs of appeal from the petitioner, in the form and manner determined by him or her, by delivering a notice setting forth the grounds on which the security is claimed and the amount demanded.
- 6 If one of the parties request security for costs and only the amount of security is contested, the registrar must determine the amount to be given and his or her decision is final.
- 7 If the person from whom security is demanded contests his or her liability to give security or if he or she fails or refuses to furnish security in the amount demanded or the amount fixed by the registrar within ten days of the demand or the registrar's decision, the other party may apply to the appeal authority for an order that such security be given and that the proceedings be stayed until such order is complied with.
- 8 The appeal authority may, if security is not given within the time determined in the order, dismiss any petition for intervener status.
- 9 An "interested person" for the purpose of this Part means a person who -

- (a) does not have a direct or indirect pecuniary or proprietary interest in the land affected by the decision of the Municipal Planning Tribunal or Authorised Official referred to in section 34(2) of the Act and might therefore be affected by the judgement of the appeal authority; and
- (b) who submitted written comments or made oral representations during the decision-making process of the Municipal Planning Tribunal or Authorised Official referred to in paragraph (a).

#### **PART D: JURISDICTION OF APPEAL AUTHORITY**

##### **131 Jurisdiction of appeal authority**

1. An appeal authority may consider an appeal on one or more of the following:
  - a. the administrative action was not procedurally fair as contemplated in the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000); and
  - b. the merits of the land development or land use application.

##### **132 Appeal hearing by appeal authority**

1. An appeal may be heard by an appeal authority by means of -
  - (a) an oral hearing; or
  - (b) a written hearing.

##### **133 Written hearing by appeal authority**

1. A written hearing may be held if it appears to the appeal authority that the issues for determination of the appeal can be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it.

##### **134 Oral hearing by appeal authority**

1. An oral hearing may be held –
  - (a) if it appears to the appeal authority that the issues for determination of the appeal cannot be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it; or
  - (b) if such hearing would assist in the expeditious and fair disposal of the appeal.
2. If appropriate in the circumstances, the oral hearing may be held by electronic means.

##### **135 Representation before appeal authority**

1. At the hearing of an appeal before an appeal authority, a party to the proceeding may appear in person or may be represented by another person.

##### **136 Opportunity to make submissions concerning evidence**

1. The appeal authority must ensure that every party to a proceeding before the appeal authority is given a reasonable opportunity to present his or her case and, in particular, to inspect any documents to which the appeal authority proposes to have regard in reaching a decision in the proceeding and to make submissions in relation to those documents.

#### **PART E: HEARINGS OF APPEAL AUTHORITY**

##### **137 Notification of date, time and place of hearing**

1. The appeal authority must notify the parties of the date, time and place of a hearing at least five days before the hearing commences.

2. The appeal authority will provide notification of the hearing to the appellant at the appellant's address for delivery.

### **138 Hearing date**

1. A hearing will commence within 15 days after the completed Notice of Appeal has been delivered to the appeal authority, unless the parties and the presiding officer of the appeal authority consent to a later date.

### **139 Adjournment**

1. If a party requests an adjournment more than one day prior to the hearing, the party must obtain the written consent of the other party and the presiding officer of the appeal authority.
2. The party requesting an adjournment must deliver to the appeal authority a completed form including reasons for the request.
3. The appeal authority will notify the parties in writing of the decision of the presiding officer of the appeal authority.
4. If the presiding officer of the appeal authority or the other party does not consent to the request for an adjournment, the hearing will not be adjourned.
5. If a party requests an adjournment within one day prior to the hearing, the request must be made to the appeal authority at the hearing and may be made notwithstanding that a prior request was not consented to.

### **140 Urgency and condonation**

1. The registrar may –
  - i. on application of any party to an appeal, direct that the matter is one of urgency, and determine such procedures, including time limits, as he or she may consider desirable to fairly and efficiently resolve the matter;
  - ii. on good cause shown, condone any failure by any party to an appeal to comply with these Regulations or any directions given in terms hereof, if he or she is of the opinion that such failure has not unduly prejudiced any other person;
2. Every application for condonation made in terms of this section must be –
  - a. served on the registrar;
  - b. accompanied by a memorandum setting forth the reasons for the failure concerned; and
  - c. determined by the presiding officer in such manner as he or she considers proper.
3. Where a failure is condoned in terms of subsection (1)(b), the applicant for condonation must comply with the directions given by the registrar when granting the condonation concerned.

### **141 Withdrawal of appeal**

1. An appellant or any respondent may, at any time before the appeal hearing, withdraw an appeal or opposition to an appeal and must give notice of such withdrawal to the registrar and all other parties to the appeal.

## **PART F: ORAL HEARING PROCEDURE**

### **142 Location of oral hearing**

1. An oral hearing must be held in a location within the area of jurisdiction of the Municipality where the land affected by the decision is located, but may not be held in the office of the Municipal Planning Tribunal or the Authorised Official whose decision is under appeal.

#### **143 Presentation of each party's case**

- 1 Each party has the right to present evidence and make arguments in support of that party's case.
- 2 The appellant will have the opportunity to present evidence and make arguments first, followed by the Municipal Planning Tribunal or the Authorised Official.

#### **144 Witnesses**

1. Each party may call witnesses to give evidence before the panel.
2. A witness may not be present at the hearing before giving evidence unless the witness is:
  - (a) an expert witness in the proceedings;
  - (b) a party to the appeal; or
  - (c) a representative of a party to the appeal.

#### **145 Proceeding in absence of party**

1. If a party does not appear at an oral hearing, the appeal authority may proceed in the absence of the party if the party was notified of the hearing.
2. Prior to proceeding, the appeal authority must first determine whether the absent party received notification of the date, time and place of the hearing.
3. If the notice requirement was not met, the hearing cannot proceed and the presiding officer of the appeal authority must reschedule the hearing.

#### **146 Recording**

1. Hearings of the appeal authority must be recorded.

#### **147 Oaths**

1. Witnesses (including parties) are required to give evidence under oath or confirmation.

#### **148 Additional documentation**

1. Any party wishing to provide the appeal authority with additional documentation not included in the appeal record should provide it to the appeal authority at least three days before the hearing date.
2. The registrar must distribute the documentation to the other party and the members of the appeal authority.
3. If the party is unable to provide the additional documentation to the appeal authority at least 3 days prior to the hearing, the party may provide it to the appeal authority at the hearing.
4. The party must bring copies of the additional documentation for the members of the appeal authority and the other party.
5. If the additional documentation brought to the hearing is substantive or voluminous, the other party may request an adjournment from the appeal authority.

### **PART G: WRITTEN HEARING PROCEDURE**

#### **149 Commencement of written hearing**

1. The written hearing process commences with the issuance of a letter from the appeal authority to the parties establishing a submissions schedule.

**150 Presentation of each party's case in written hearing**

1. Each party must be provided an opportunity to provide written submissions to support their case.
2. The appellant will be given seven days to provide a written submission.
3. Upon receipt of the appellant's submission within the timelines, the appeal authority must forward the appellant's submission to the Municipal Planning Tribunal or the Authorised Official.
4. The Municipal Planning Tribunal or the Authorised Official has seven days in which to provide a submission in response.
5. If no submission is received by a party in the time established in the submissions schedule, it will be deemed that the party declined the opportunity to provide a submission.

**151 Extension of time**

1. If a party wishes to request an extension of the time established to provide a written submission, this request must be in writing to the appeal authority in advance of the date on which the submission is due.
2. Any request for an extension must be accompanied by the reasons for the request.
3. Following receipt of a request for an extension of time, the appeal authority will issue a decision in writing to the parties.

**152 Adjudication of written submissions**

1. Following receipt of any written submissions from the parties, the registrar must forward the appeal record, which includes the written submissions, to the appeal authority for adjudication.
2. If no written submissions are received from the parties, the registrar will forward the existing appeal record to the appeal authority for adjudication.
3. Any submission received after the date it was due but before the appeal authority for adjudication has rendered its decision will be forwarded to the presiding officer of the appeal authority to decide whether or not to accept the late submission.
4. The appeal authority must issue a decision in writing to the parties and, if the submission is accepted, the other party will be given seven days to provide a written submission in response.

**PART H: DECISION OF APPEAL AUTHORITY****153 Further information or advice**

1. After hearing all parties on the day of the hearing, the appeal authority –
  - (a) may in considering its decision request any further information from any party to the appeal hearing or conduct any investigation which it considers necessary;
  - (b) may postpone the matter for a reasonable period to obtain further information or advice, in which case it must without delay make a decision as contemplated by paragraph (c);
  - (c) must within 21 days after the last day of the hearing, issue its decision on the appeal together with the reasons therefor.

**154 Decision of appeal authority**

1. The appeal authority may confirm, vary or revoke the decision of the Municipal Planning Tribunal or Authorised Official and may include an award of costs.
2. The presiding officer must sign the decision of the appeal authority and any order made by it.

**155 Notification of decision**

1. The registrar must notify the parties of the decision of the appeal authority in terms of regulation 34 of the Act, together with the reasons therefor within seven days after the appeal authority handed down its decision.

#### **156 Directives to municipality**

- 1 The appeal authority must, in its decision, give directives to the municipality concerned as to how such a decision must be implemented and which of the provisions of the Act and the Regulations have to be complied with by the municipality as far as implementation of the decision is concerned.
- 2 Where an appeal authority upholds a decision on a development application, the Municipal Manager must, within 21 days of the decision, take the necessary steps to have the decision published in the *Provincial Gazette*.

### **PART I: GENERAL**

#### **157 Expenditure**

1. Expenditure in connection with the administration and functioning of the appeal authority must be defrayed from moneys appropriated by the applicable municipality.

### **CHAPTER 9**

### **COMPLIANCE AND ENFORCEMENT**

#### **158 Enforcement**

1. The Municipality must comply and enforce compliance with—
  - (a) the provisions of this By-law;
  - (b) the provisions of a land use scheme;
  - (c) conditions imposed in terms of this By-law or other legislation read together with section 32 of the Act; and
  - (d) title deed conditions.

#### **159 Offences and penalties**

- 1 Any person who—
  - (a) contravenes or fails to comply with section 58 of the Act and subsection (2);
  - (b) fails to comply with a compliance notice issued in terms of section 160;
  - (c) utilises land in a manner other than prescribed by the land use scheme of the Municipality;
  - (d) upon registration of the first land unit arising from a subdivision, fails to transfer all common property, including private roads and private places originating from the subdivision, to the owners' association;
  - (e) supplies particulars, information or answers in an application or in an appeal to a decision on a land development and land use application, knowing it to be false, incorrect or misleading or not believing them to be correct;
  - (f) falsely professes to be an authorised employee or the interpreter or assistant of an authorised employee; or

- (g) hinders or interferes an authorised employee in the exercise of any power or the performance of any duty of that employee, is guilty of an offence and is liable upon conviction to a fine or imprisonment not exceeding a period of 20 years or to both a fine and such imprisonment.

2 An owner who permits land to be used in a manner set out in subsection (2)(c) and who does not cease that use or take reasonable steps to ensure that the use ceases, or who permits a person to breach the provisions of the land use scheme of the Municipality, is guilty of an offence and liable upon conviction to a fine or imprisonment for a period not exceeding 20 years or to both a fine and such imprisonment.

3 A person convicted of an offence under this By-law who, after conviction, continues with the action in respect of which he or she was so convicted, is guilty of a continuing offence and liable upon conviction to imprisonment for a period not exceeding three months or to an equivalent fine or to both such fine and imprisonment, in respect of each day on which he or she so continues or has continued with that act or omission.

4 A Municipality must adopt fines and contravention penalties to be imposed in the enforcement of this By-law.

#### **160 Serving of compliance notice**

1 The Municipality must serve a compliance notice on a person if it has reasonable grounds to suspect that the person or owner is guilty of an offence contemplated in terms of section 159.

2 A compliance notice must direct the occupier and owner to cease the unlawful land use or construction activity or both, forthwith or within the time period determined by the Municipality and may include an instruction to—

- (a) demolish unauthorised building work and rehabilitate the land or restore the building, as the case may be, to its original form within 30 days or such other time period determined by the Municipal Manager; or
- (b) submit an application in terms of this By-law within 30 days of the service of the compliance notice and pay the contravention penalty.

(3) A person who has received a compliance notice with an instruction contemplated in subsection (2)(a) may not submit an application in terms of subsection (2)(b).

(4) An instruction to submit an application in terms of subsection (2)(b) must not be construed as an indication that the application will be approved.

(5) In the event that the application submitted in terms of subsection (2)(b) is refused, the owner must demolish the unauthorised work.

(6) A person who received a compliance notice in terms of this section may lodge representations to the Municipality within 30 days of receipt of the compliance notice.

#### **161 Content of compliance notice**

1 A compliance notice must—

- (a) identify the person to whom it is addressed;
- (b) describe the activity concerned and the land on which it is being carried out;
- (c) state that the activity is illegal and inform the person of the particular offence contemplated in section 154 which that person allegedly has committed or is committing through the carrying on of that activity;
- (d) the steps that the person must take and the period within which those steps must be taken;

- (e) anything which the person may not do, and the period during which the person may not do it;
- (f) provide for an opportunity for a person to lodge representations contemplated in terms of section 160 with the contact person stated in the notice;
- (g) issue a warning to the effect that—
  - (i) the person could be prosecuted for and convicted of an offence contemplated in section 159;
  - (ii) on conviction of an offence, the person will be liable for the penalties as provided for;
  - (iii) the person could be required by an order of court to demolish, remove or alter any building, structure or work illegally erected or constructed or to rehabilitate the land concerned or to cease the activity;
  - (iv) in the case of a contravention relating to a consent use or temporary departure, the approval could be withdrawn;
  - (v) in the case of an application for authorisation of the activity or development parameter, that a contravention penalty including any costs incurred by the Municipality, will be imposed;

- 2 Any person who receives a compliance notice must comply with that notice within the time period stated in the notice unless the Municipality has agreed to suspend the operation of the compliance notice in terms of section 157.

#### **162 Objections to compliance notice**

- 1 Any person or owner who receives a compliance notice in terms of section 152 may object to the notice by making written representations to the Municipal Manager within 30 days of receipt of the notice.
- 2 Subject to the consideration of any objections or representations made in terms of subsection (1) and any other relevant information, the Municipal Manager—
  - (a) may suspend, confirm, vary or cancel a notice or any part of the notice; and
  - (b) must specify the period within which the person who received the notice must comply with any part of the notice that is confirmed or modified.

#### **163 Failure to comply with compliance notice**

1. If a person fails to comply with a compliance notice the Municipality may—
  - (a) lay a criminal charge against the person;
  - (b) apply to the High Court for an order restraining that person from continuing the illegal activity, to demolish, remove or alter any building, structure or work illegally erected or constructed without the payment of compensation or to rehabilitate the land concerned; or

#### **164 Urgent matters**

- 1 In cases where an activity must be stopped urgently, the Municipality may dispense with the procedures set out above and issue a compliance notice calling upon the person or owner to cease immediately.
- 2 If the person or owner fails to cease the activity immediately, the Municipality may apply to the High Court for an urgent interdict or any other relief necessary.

#### **165 Subsequent application for authorisation of activity**

- 1 If instructed to rectify or cease an unlawful land use or building activity, a person may make an application to the Municipality for any land development contemplated in Chapter 5, unless the person is instructed under section 160 to demolish the building work.
- 2 The applicant must, within 30 days after approval is granted, pay to the Municipality a contravention penalty in the amount determined by the Municipality.

#### **166 Power of entry for enforcement purposes**

1. An authorised employee may, with the permission of the occupier or owner of land, at any reasonable time, and without a warrant, and without previous notice, enter upon land or enter a building or premises for the purpose of ensuring compliance with this By-law.
2. An authorised employee must be in possession of proof that he or she has been designated as an authorised employee for the purposes of this By-law.
3. An authorised employee may be accompanied by an interpreter, a police official or any other person who may be able to assist with the inspection.

#### **167 Power and functions of authorised employee**

1. In ascertaining compliance with this By-law as contemplated in section 166, an authorised employee may exercise all the powers and must perform all the functions granted to him or her under section 32 of the Act.
2. An authorised employee may not have a direct or indirect personal or private interest in the matter to be investigated.

#### **168 Warrant of entry for enforcement purposes**

1. A magistrate for the district in which the land is situated may, at the request of the Municipality, issue a warrant to enter upon the land or building or premises if the—
  - (a) prior permission of the occupier or owner of land cannot be obtained after reasonable attempts; or
  - (b) purpose of the inspection would be frustrated by the prior knowledge thereof.
2. A warrant referred to in subsection (1) may be issued by a judge of a High Court or by a magistrate who has jurisdiction in the area where the land in question is situated, and may only be issued if it appears to the judge or magistrate from information on oath that there are reasonable grounds for believing that—
  - (a) an authorised employee has been refused entry to land or a building that he or she is entitled to inspect;
  - (b) an authorised employee reasonably anticipates that entry to land or a building that he or she is entitled to inspect will be refused;
  - (c) there are reasonable grounds for suspecting that a contravention contemplated in section 159 has occurred and an inspection of the premises is likely to yield information pertaining to that contravention; or
  - (d) the inspection is reasonably necessary for the purposes of this By-law.
3. A warrant must specify which of the acts mentioned in section 159 may be performed under the warrant by the person to whom it is issued and authorises the Municipality to enter upon the land or to enter the building or

premises and to perform any of the acts referred to in section 159 as specified in the warrant on one occasion only, and that entry must occur—

- (a) within one month of the date on which the warrant was issued; and
- (b) at a reasonable hour, except where the warrant was issued on grounds of urgency.

#### **169 Regard to decency and order**

1. The entry of land, a building or structure under this Chapter must be conducted with strict regard to decency and order, which must include regard to—
  - (a) a person's right to respect for and protection of his or her dignity;
  - (b) the right to freedom and security of the person; and
  - (c) the right to a person's personal privacy.

#### **170 Court order**

1. Whether or not a Municipality has instituted proceedings against a person for an offence contemplated in section 161, the Municipality may apply to the High Court for an order compelling that person to—
  - (a) demolish, remove or alter any building, structure or work illegally erected or constructed;
  - (b) rehabilitate the land concerned;
  - (c) compelling that person to cease with the unlawful activity; or
  - (d) any other appropriate order.

### **CHAPTER 10**

#### **TRANSITIONAL PROVISIONS**

#### **171 Transitional provisions**

1. Any land development application or other matter in terms of any provision of National or Provincial legislation dealing with land development applications that are pending before the Municipality on the date of the coming into operation of this By-law, shall be dealt with in terms of that legislation or if repealed in terms of its transitional arrangements or in the absence of any other provision, in terms of this By-law, read with section 2(2) and section 60 of the Act;
2. Where on the date of the coming into operation of an approved land use scheme in terms of section 26(1) of the Act, any land or building is being used or, within one month immediately prior to that date, was used for a purpose which is not a purpose for which the land concerned has been reserved or zoned in terms of the provisions of a land use scheme in terms of this By-law read with section 27 of the Act, but which is otherwise lawful and not subject to any prohibition in terms of this By-law, the use for that purpose may, subject to the provisions of this subsection (3), be continued after that date read with the provisions of a Town Planning Scheme or land use scheme.
3. The right to continue using any land or building by virtue of the provisions of subsection (2) shall;
  - (a) where the right is not exercised in the opinion of the Municipality for a continuous period of 15 months, lapse at the expiry of that period;
  - (b) lapse at the expiry of a period of 15 years calculated from the date contemplated in subsection (2);
  - (c) where on the date of the coming into operation of an approved land use scheme -

- (i) a building, erected in accordance with an approved building plan, exists on land to which the approved land use scheme relates;
  - (ii) the erection of a building in accordance with an approved building plan has commenced on land and the building does not comply with a provision of the approved land use scheme, the building shall for a period of 15 years from that date be deemed to comply with that provision.
- (d) where a period of 15 years has, in terms of subsection (3), commenced to run from a particular date in the opinion of the Municipality in respect of any land or building, no regard shall, for the purposes of those subsections, be had to an approved scheme which comes into operation after that date.
- (e) within one year from the date of the coming into operation of an approved land use scheme
  - (i) the holder of a right contemplated in subsection (2) may notify the Municipality in writing that he is prepared to forfeit that right;
  - (ii) the owner of a building contemplated in subsection (3)(c) may notify the Municipality in writing that he is prepared to forfeit any right acquired by virtue of the provisions of that subsection;.
- 4. Where at any proceedings in terms of this By-law it is alleged that a right has lapsed in terms of subsection (2)(a), such allegation shall be deemed to be correct until the contrary is proved.
- 5. Where any land use provisions are contained in any title deed, deed of grant or 99 year leasehold, which did not form part of a town planning scheme, such land use provisions shall apply as contemplated in subsection (2).
- 6. If the geographic area of the Municipality is demarcated to incorporate land from another municipality then the land use scheme or town planning scheme applicable to that land remains in force until the Municipality amends, repeals or replaces it.

## **172 Determination of zoning**

1. Notwithstanding the provisions of section 171(2) and (3), the owner of land or a person authorised by the owner may apply to the Municipality for the determination of a zoning for land referred to in section 26(3) of the Act
2. When the Municipality considers an application in terms of subsection (1) it must have regard to the following:
  - (a) the lawful utilisation of the land, or the purpose for which it could be lawfully utilised immediately before the commencement of this By-law if it can be determined;
  - (b) the zoning, if any, that is most compatible with that utilisation or purpose and any applicable title deed condition;
  - (c) any departure or consent use that may be required in conjunction with that zoning;
  - (d) in the case of land that was vacant immediately before the commencement of this By-law, the utilisation that is permitted in terms of the title deed conditions or, where more than one land use is so permitted, one of such land uses determined by the municipality; and
  - (e) where the lawful utilisation of the land and the purpose for which it could be lawfully utilised immediately before the commencement of this By-law, cannot be determined, the zoning that is the most desirable and compatible with any applicable title deed condition, together with any departure or consent use that may be required.

3. If the lawful zoning of land contemplated in subsection (1) cannot be determined, the Municipality must determine a zoning and give notice of its intention to do so in terms of section 90.
4. A land use that commenced unlawfully, whether before or after the commencement of this By-law, may not be considered to be the lawful land use.

## **CHAPTER 11**

### **GENERAL PROVISIONS**

#### **173 Delegations**

1. Any power conferred in this By-law on the Municipality may be delegated by the municipality subject to section 56 of the Act and section 59 of the Local Government: Municipal Systems Act.

#### **174 Repeal of by-laws**

1. The provisions of any other by-law relating to Spatial Planning and Land Use Management by the Municipality are hereby repealed insofar as they relate to matters provided for in this by-law; provided that such provisions shall be deemed not to have been repealed in respect of any such by-law which has not been repealed and which is not repugnant to this by-law on the basis as determined by the relevant by-laws.

#### **175 Fees payable**

1. Any fee payable to the Municipality in terms of this By-Law is determined annually in terms of section 24(2) of the Municipal Finance Management Act, 2003 read with sections 74 and 75A of the Municipal Systems Act and forms part of the By-Law to constitute the Tariff Structure of the Municipality.
  - (a) Where in terms of this By-law, it is required from the applicant to pay an application fee; such application fee shall be determined by the Municipality and shall be payable by the applicant prior to or simultaneously with the submission of an application;
  - (b) Nothing contained in this By-law shall prevent the Municipality from determining application fees for any information, requests, consents or permissions either in terms of this By-law, Land Use Scheme or other legislation dealing with land development;
  - (c) Application fees that are paid to the Municipality are non-refundable and proof of payment of the application fees must accompany the application;
  - (d) Fees for the different application processes or requests and certification shall be dealt with as part of the charges and tariffs published by the Municipality in terms of the Municipal System Act, 2000 (Act 32 of 2000);
  - (e) Where any charges and tariffs have been published in terms of the Municipal Systems Act, 2000 (Act 32 of 2000) prior to the coming into operation of this By-law, with reference to any legislation dealing with land development applications, processes and/or requests including certifications, such charges and tariffs shall be applicable to application fees in accordance with the type of land development application, processes and or requests and certifications as defined or provided for in terms of this By-law;
  - (f) The Municipality may, in its discretion, exempt any person from the payment of the fees prescribed in terms of subsection (1), provided that the Municipality shall with the determination of fees indicated in subsection (1); determine criteria for purposes of the exemption of fees.

#### **176 Naming and Numbering of Streets**

1. If a street is created as a result of the approval of an application, the Municipality must approve the naming of the street and the applicant must allocate a street number for each land unit located along the street concerned at his own cost;
2. The proposed name of the street and numbers must be submitted as part of the application for subdivision;
3. In considering the naming of a street, the Municipality must take into account the relevant policies relating to street naming and numbering;
4. The applicant must erect signs displaying the street name according to the Municipality's standards;
5. No person may alter or amend a street name approved as contemplated in subsection (1) without the approval of the Municipality;
6. No person may display a name of a street unless the name is approved by the Municipality;
7. A person who alters or amends or displays a street name without the Municipality's approval is guilty of an offence and upon conviction is liable to the penalties contemplated in section 159 above.

#### **177 Undeveloped land parcels/Vacant land**

1. Where land remain undeveloped whether following the approval of an application or the development application is abandoned by the applicant or has lapsed in terms of any provision in terms of the Act, provincial legislation or conditions or this By-law the engineering services agreement referred to in section 113 shall lapses and if the applicant had installed any engineering services before the lapsing of the application, the provisions of section 114 shall apply;
  - (a) the Municipality may require the submission of a development plan for consideration and impose conditions deemed appropriate for the use of the land concerned;
  - (b) the vacant land must at all times be kept clean by the land owner;
  - (c) if the Municipality incur the costs in cleaning the vacant land, such costs will be recovered from the registered land owner through the billing system-municipal of rates and taxes.
  - (d) If the township is proclaimed, development must take place within 12 months; and upon change of ownership of the property (land), development has to take place within 6 months, otherwise penalties will be imposed.
  - (e) The registered land owner must ensure that the property is secured at all times in order to avoid land invasion. Should any activity relating to land invasion take place, the registered land owner will be responsible for all cost to be incurred.

#### **178 Short title and commencement**

1. The By-law is called Makhuduthamaga Municipal Spatial Planning and Land Use By-law for Makhuduthamaga Local Municipality and shall come to force and effect upon publication in the *Government gazette*.

**SCHEDULE 1****INVITATION TO NOMINATE A PERSON TO BE APPOINTED AS A MEMBER TO THE MAKHUDUTHAMAGA LOCAL MUNICIPAL PLANNING TRIBUNAL**

In terms of the Spatial Planning and Land Use Management Act, 16 of 2013, the Makhuduthamaga Municipality hereby invites nominations for officials or employees of the (*insert name of organ of state or non-governmental organisation contemplated in regulation (3)(2)(a) of the Regulations*) to be appointed to the Makhuduthamaga Municipal Planning Tribunal for its first term of office.

The period of office of members will be five years calculated from the date of appointment of such members by the Makhuduthamaga Local Municipality.

Nominees must be persons registered with the professional bodies contemplated in section 33(1)(b) – (f) of the Municipal Spatial Planning and Land Use Management Bylaw, who have leadership qualities and who have knowledge and experience of spatial planning, land use management and land development or the law related thereto.

Each nomination must be in writing and must contain the following information:

- (a) The name, address and identity number of the nominee;
- (b) The designation or rank of the nominee in the organ of state or non-governmental organisation;
- (c) A short curriculum vitae of the nominee (*not exceeding two pages*);
- (d) Certified copies of qualifications and registration certificates indicating registration with the relevant professional body or voluntary association.

Nominations must be sent to:

The Municipal Manager  
Makhuduthamaga Local Municipality  
Private Bag x  
**MAKHUDUTHAMAGA**

For Attention: \_\_\_\_\_

For Enquiries: \_\_\_\_\_

Tel \_\_\_\_\_

\* I, \_\_\_\_\_ (*full names of nominee*), ID No (*of nominee*) \_\_\_\_\_, hereby declare that – Makhuduthamaga Municipal Spatial Planning and Land Use Management Bylaw:

(a) I am available to serve on Local Municipal Planning Tribunal and I am willing to serve as chairperson or deputy chairperson should the Council designate me OR I am not willing to serve a chairperson or deputy chairperson (*delete the option not applicable*);

(b) there is no conflict of interest OR I have the following interests which may conflict with the Makhuduthamaga Municipal Planning Tribunal which I have completed on the declaration of interest form (*delete the option not applicable*);

(c) I am not disqualified in terms of section 38 of the Spatial Planning and Land Use Management Act, 16 of 2013 to serve on the Makhuduthamaga Local Municipal Planning Tribunal and I authorise the Makhuduthamaga Local Municipality to verify any record in relation to such disqualification or requirement.

(d) I undertake to sign, commit to and uphold the Code of Conduct applicable to members of the Makhuduthamaga Municipal Planning Tribunal.

No nominations submitted after the closing date will be considered.

**CLOSING DATE: (INSERT DATE)**

\_\_\_\_\_  
Signature of Nominee

\_\_\_\_\_  
Full Names of Nominee

\_\_\_\_\_  
Signature of Person signing on behalf of the Organ of State or Non-Governmental Organisation

\_\_\_\_\_  
Full Names of Person signing on behalf of the Organ of State or Non-Governmental Organisation

**SCHEDULE 2****CALL FOR NOMINATIONS FOR PERSONS TO BE APPOINTED AS MEMBERS TO THE MAKHUDUTHAMAGA  
LOCAL MUNICIPAL PLANNING TRIBUNAL**

CLOSING DATE: (.....)

In terms of the Spatial Planning and Land Use Management Act, 16 of 2013, the Makhuduthamaga Local Municipality hereby call for nominations for members of the public to be appointed to the Makhuduthamaga Local Municipal Planning Tribunal for its first term of office.

The period of office of members will be five years calculated from the date of appointment of such members by the Makhuduthamaga Local Municipality.

Nominees must be persons registered with the professional bodies contemplated in section 33(1)(b) – (f) of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management Bylaw, who have leadership qualities and who have knowledge and experience of spatial planning, land use management and land development or the law related thereto.

Each nomination must be in writing and must contain the following information:

(a) The name and address of the nominator, who must be a natural person and a person may nominate himself or herself;

(b) The name, address and identity number of the nominee;

(d) Motivation by the nominator for the appointment of the nominee to the \_\_\_\_\_ Municipal Planning Tribunal (*no less than 50 words and no more than 250 words*);

(e) A short curriculum vitae of the nominee (*not exceeding two pages*);

(f) Certified copies of qualifications and registration certificates indicating registration with the relevant professional body or voluntary association.

Please note that failure to comply with the above requirements may result in the disqualification of the nomination.

Nominations must be sent to:

The Municipal Manager  
Makhuduthamaga Municipality  
Private Bag 434  
Makhuduthamaga

For Attention: \_\_\_\_\_

For Enquiries: \_\_\_\_\_

Tel \_\_\_\_\_

\* I, .....(full names of nominee), ID No (of nominee)  
....., hereby declare that –

(a) I am available to serve on Makhuduthamaga Local Municipal Planning Tribunal and I am willing to serve as chairperson or deputy chairperson should the Council designate me / I am not willing to serve a chairperson or deputy chairperson (*delete the option not applicable*);

(b) there is no conflict of interest OR I have the following interests which may conflict with the Makhuduthamaga Local Municipal Planning Tribunal and which I have completed on the declaration of interest form (*delete the option not applicable*);

(c) I am not disqualified in terms of section 38 of the Spatial Planning and Land Use Management Act, 16 of 2013 to serve on the Makhuduthamaga Local Municipal Planning Tribunal and I authorise the Makhuduthamaga Local Municipality to verify any record in relation to such disqualification or requirement;

(d) I undertake to sign, commit to and uphold the Code of Conduct applicable to members of the Makhuduthamaga Local Municipal Planning Tribunal.

No nominations submitted after the closing date will be considered.

\_\_\_\_\_  
Signature of Nominee

\_\_\_\_\_  
Full Names of Nominee

**SCHEDULE 3****DECLARATION/DISCLOSURE OF INTERESTS FORM**

I, the undersigned,

Full names: \_\_\_\_\_

Identity Number: \_\_\_\_\_

Residing at: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

do hereby declare that -

(a) the information contained herein fall within my personal knowledge and are to the best of my knowledge complete, true and correct, and

(b) that there is no conflict of interest between myself and the Makhuduthamaga Local Municipal Planning Tribunal;  
or

(c) I have the following interests which may conflict or potentially conflict with the interests of the Makhuduthamaga Local Municipal Planning Tribunal:

CONFLICTING INTERESTS	

(d) the non-executive directorships previously or currently held and remunerative work, consultancy and retainership positions held as follows:

1. NON-EXECUTIVE DIRECTORSHIP	
Name of Company	Period
1.	
2.	
3.	
4.	

5.	
----	--

2. REMUNERATIVE WORK, CONSULTANCY & RETAINERSHIPS			
Name of Company & Occupation	Type of Business	Rand amount per month	Period
1.			
2.			
3.			
4.			
5.			

3. CRIMINAL RECORD	
Type of Offence	Dates/Term of Sentence
1.	
2.	
3.	
4.	

- (e) I am South African citizen or a permanent resident in the Republic;
- (f) I am not a Member of Parliament, a provincial legislature, a Municipal Council or a House of Traditional Leaders;
- (g) I am not an un-rehabilitated insolvent;
- (h) I have not been declared by a court of law to be mentally incompetent and have not been detained under the Mental Health Care Act, 2002 (Act No. 17 of 2002);
- (i) I have not at any time been convicted of an offence involving dishonesty;
- (j) I have not at any time been removed from an office of trust on account of misconduct;
- (k) I have not previously been removed from a tribunal for a breach of any provision of the Spatial Planning and Land Use Management Act, 2013 or provincial legislation or the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management Bylaw enacted by the Makhuduthamaga Local Municipality;
- (l) I have not been found guilty of misconduct, incapacity or incompetence; or

(m) I have not failed to comply with the provisions of the Spatial Planning and Land Use Management Act, 2013 or provincial legislation or the Makhuduthamaga Municipal Spatial Planning and Land Use Management By law enacted by the Makhuduthamaga Local Municipality.

Signature of Nominee: \_\_\_\_\_

Full Names: \_\_\_\_\_

SWORN to and SIGNED before me at \_\_\_\_\_ on this \_\_\_\_\_ day  
of \_\_\_\_\_.

The deponent having acknowledged that he knows and understands the contents of this affidavit, that the contents are true, and that he or she has no objection to taking this oath and that he or she considers the oath to be binding on his or her conscience.

\_\_\_\_\_

COMMISSIONER OF OATHS

FULL NAMES: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**SCHEDULE 4****CODE OF CONDUCT OF MEMBERS OF THE MAKHUDUTAMAGA MUNICIPAL PLANNING TRIBUNAL**

I, the undersigned (Full names) \_\_\_\_\_ Identity  
Number: \_\_\_\_\_ Residing at: \_\_\_\_\_

\_\_\_\_\_ do hereby declare that I will uphold the Code of Conduct of the Makhuduthamaga  
Local Municipal Planning Tribunal contained hereunder:

**General conduct**

1. A member of the Municipal Planning Tribunal must at all times—

- (a) act in accordance with the principles of accountability and transparency;
- (b) disclose his or her personal interests in any decision to be made in the planning process in which he or she serves or has been requested to serve;
- (c) abstain completely from direct or indirect participation as an advisor or decision-maker in any matter in which he or she has a personal interest and leave any chamber in which such matter is under deliberation unless the personal interest has been made a matter of public record and the municipality has given written approval and has expressly authorised his or her participation.

2. A member of the Municipal Planning Tribunal may not—

- (a) use the position or privileges of a member of the Municipal Planning Tribunal or confidential information obtained as a member of the Municipal Planning Tribunal for personal gain or to improperly benefit another person; and
- (b) participate in a decision concerning a matter in which that member or that members' spouse, partner or business associate, has a direct or indirect personal interest or private business interest.

**Gifts**

3. A member of the Municipal Planning Tribunal may not receive or seek gifts, favours or any other offer under circumstances in which it might reasonably be inferred that the gifts, favours or offers are intended or expected to influence a person's objectivity as an advisor or decision-maker in the planning process.

**Undue influence**

4. A member of the Municipal Planning Tribunal may not—

- (a) use the power of any office to seek or obtain special advantage for private gain or to improperly benefit another person that is not in the public interest;
- (b) use confidential information acquired in the course of his or her duties to further a personal interest;
- (c) disclose confidential information acquired in the course of his or her duties unless required by law to do so or by circumstances to prevent substantial injury to third persons; and

- (d) commit a deliberately wrongful act that reflects adversely on the Municipal Planning Tribunal, the Municipality, the government or the planning profession by seeking business by stating or implying that he or she is prepared, willing or able to influence decisions of the Municipal Planning Tribunal by improper means.

**Signature of Nominee:** \_\_\_\_\_

**Full Names:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SCHEDULE 5****OWNERS' ASSOCIATIONS****General**

1. The Municipality may, when approving an application for a subdivision of land impose conditions relating to the compulsory establishment of an owners' association by the applicant for an area determined in the conditions.
2. An owners' association that comes into being by virtue of sub-item 1 is a juristic person and must have a constitution.
3. The constitution of an owners' association must be approved by the Municipality before the transfer of the first land unit and must provide for—
  - (a) the owners' association to formally represent the collective mutual interests of the area, suburb or neighbourhood set out in the constitution in accordance with the conditions of approval;
  - (b) control over and maintenance of buildings, services or amenities arising from the subdivision;
  - (c) the regulation of at least one yearly meeting with its members;
  - (d) control over the design guidelines of the buildings and erven arising from the subdivision;
  - (e) the ownership by the owners' association of private open spaces, private roads and other services arising out of the subdivision;
  - (f) enforcement of conditions of approval or management plans;
  - (g) procedures to obtain the consent of the members of the owners' association to transfer an erf in the event that the owners' association ceases to function;
  - (h) the implementation and enforcement by the owners' association of the provisions of the constitution.
4. The constitution of an owners' association may have other objects as set by the association but may not contain provisions that are in conflict with any law.
5. The constitution of an owners' association may be amended when necessary provided that an amendment that affects the Municipality or a provision referred to in sub-item 3 is approved by the Municipality.
6. An owners' association which comes into being by virtue of sub-item 1 -
  - (a) has as its members all the owners of land units originating from the subdivision and their successors in title, who are jointly liable for expenditure incurred in connection with the association; and
  - (b) is upon registration of the first land unit, automatically constituted.
7. The design guidelines contemplated in sub-item 3(d) may introduce more restrictive development rules than the rules provided for in the zoning scheme.
8. If an owners' association fails to meet any of its obligations contemplated in sub-item 3 and any person is, in the opinion of the Municipality, adversely affected by that failure, the Municipality may take appropriate action to rectify the

failure and recover from the members referred to in sub-item 6(a), the amount of any expenditure incurred by it in respect of those actions.

9. The amount of any expenditure so recovered is, for the purposes of sub-item 8, considered to be expenditure incurred by the owners' association.

#### **Owners' association ceases to function**

10. If an owners' association ceases to function or carry out its obligations, the Municipality may—

- (a) take steps to instruct the association to hold a meeting and to reconstitute itself;
- (b) subject to the amendment of the conditions of approval remove the obligation to establish an owners' association; or
- (c) subject to amendment of title conditions pertaining to the owners' association remove any obligations in respect of an owners' association.

11. In determining which option to follow, the Municipality must have regard to—

- (a) the purpose of the owners' association;
- (b) who will take over the maintenance of infrastructure which the owners' association is responsible for, if at all; and
- (c) the impact of the dissolution of the owners' association on the members and the community concerned.

**SCHEDULE 6****Additional requirements for Subdivision**

An application to subdivide land must, in addition to the information required on section 82, be accompanied by the following:

(1) The motivation as stated on Section 82(e) must at least contain the following information:

(a) The application must take into consideration the Municipality Spatial Development Framework, Local Spatial Development Framework and other Municipal policies;

(b) The need and desirability of the proposed subdivision;

(c) The character of the other uses in the area;

(d) A justification on the suitability of land for subdivision;

(e) The impact of proposed subdivision locally;

(f) The density of the proposed development;

(g) A true north;

(h) The delineation of the proposed subdivided portions must be accurately drawn to a scale-

↳ not smaller than 1:500 for erven smaller than 2 000m<sup>2</sup>;

↳ not smaller than 1: 1 000 for erven from 2 000m<sup>2</sup> to 3 000m<sup>2</sup>;

↳ not smaller than 1: 1 500 for erven larger than 3 000m<sup>2</sup> but smaller than 10 000m<sup>2</sup>

(i) a legend which identifies each proposed subdivided portion by means of a figure;

(j) the scale to which the sketch plan is drawn;

(k) the number of the erf/erven to be subdivided and of each adjoining erf and if an adjoining erf/erven is not situated within the same township as the erf/erven to be subdivided, the name of that other township;

(l) the situation of each building on the erf to be subdivided and the approximate distance between the street boundary and every other boundary of the erf and the nearest wall of the building on the erf to be subdivided;

(m) where the erf/land to be subdivided is situated in an area which is subject to flooding, the 1:50 years and 1:100 years flood line on the proposed subdivided portions.

**SCHEDULE 7****Additional requirements for the establishment of a township and extension of the boundaries of a township**

An application for the establishment of a township and extension of the boundaries of a township must, in addition to the information required on section 77 of this Bylaw, be accompanied by the following:

(1) a written motivation/memorandum as stated on section 77(e) must contain at least the following information:

(a) The development intentions of the Municipality on the application property; as contained in the Spatial Development Framework and other Municipal policies;

(b) Compliance with applicable norms and standards as set out in National and Provincial legislation;

(c) The existing land use rights on the property;

(d) The need and desirability of the proposed township/land development;

(e) Any environmental implications of the proposed development;

(f) Comments from the Department of Limpopo Economic Development, Environment and Tourism or its successor as whether an application must be made for an environmental authorisation in terms of the National Environmental Management Act (Act 107 of 1998);

(g) The density of the proposed development;

(h) The area and dimensions of each erf/erven in the proposed township;

(i) The layout of roads having regard to their function and relationship to the existing roads;

(j) The provision and location of public open space and other community facilities;

(k) Reasons for provision certain numbers of communities facilities;

(l) Any phased development

(2) A certified copy of title deed or any proof of ownership of every application property;

(3) A copy of the diagram of every application property or, where such diagram is not available, an extract from relevant general plan;

(4) A locality plan on an appropriate scale;

(5) A layout plan on a scale of 1: 500, 1: 1000, 1: 1500 or 1: 2500, containing, as a minimum, the information prescribed in Schedule 9;

(6) Draft conditions of establishment for the proposed township;

(7) A zoning or land use rights certificate of application property;

(8) A land use rights Schedule;

(9) An engineering geological investigation and report compiled by a suitably qualified professional;

- (10) Bondholder consent;
- (11) Confirmation whether or not a mining or prospecting right or permit over the land is held or is being applied for in terms of the Mineral and Petroleum Resources Development Act, 2002 (Act 28 of 2002);
- (12) Other limited real rights on the property;
- (13) Confirmation and details of any land claims on the property;
- (14) A conveyancer's certificate;
- (15) A land surveyor Report;
- (16) In case of the extension of the boundaries of a township, the consent from the Surveyor-General to the proposed extension of boundaries

**SCHEDULE 8****Additional requirements relating to applications for the amendment of an approved township/land development, division or phasing of a township and alteration, amendment or cancellation of the general plan**

An application for the amendment of an approved township/land development, division or phasing of a township and alteration, amendment or cancellation of the general plan must, in addition to the information required on section 82, be accompanied by the following:

- (1) a motivation memorandum explaining and motivating the application;
- (2) a certified copy of the title deed of every application property;
- (3) a copy of relevant general plan, if applicable;
- (4) a copy of approved conditions of establishment of the existing township;
- (5) draft conditions of establishment for the proposed amended township, as applicable;
- (6) a zoning or land use rights certificate indicating current rights and indication of proposed rights for the application properties;
- (7) a locality plan on an appropriate scale;
- (8) a layout plan on a scale of 1: 500, 1: 1000, 1: 1500 or 1: 2500, showing the proposed amendment or alteration;  
and
- (9) a bondholder's written consent.

**SCHEDULE 9****Layout plan**

- (1) A layout plan for a proposed township shall at minimum contain/show the following information:
- (a) Contour lines, the values of which shall be based on the date/datum plane of National geodetic bench marks based on sea-level as datum plane;
  - (b) The accuracy of the contour lines shall be such that when they are compared with the results of a selective test survey, not more than 5% of the interpolated heights of the testing points shall differ by more than half of the contour line interval, and not more than 1% of the testing points shall show a greater difference than the relative contour interval;
  - (c) The contour intervals shall be determined as follows:
    - (i) Meter intervals where the average gradient is 1 in 20 or less;
    - (ii) Meter intervals where the average gradient is greater than 1 in 20 but less than 1 in 5; and
    - (iii) 5 meter intervals where the average gradient is 1 in 5 and greater;
  - (d) Existing building in the proposed township;
  - (e) Streets, squares and open space in the proposed township;
  - (f) The widths and proposed names of streets in the proposed township;
  - (g) All adjoining existing and adjoining proposed streets and roads with their names;
  - (h) All adjoining erven in existing townships or proposed townships in respect of which applications have been submitted;
    - (i) All adjoining informal erven;
    - (j) Watercourses, railways lines, pipelines, power lines, existing public roads and all servitudes in or abutting the proposed township;
  - (k) The sites in the proposed township proposed to be reserved for specific purposes;
    - (l) The boundaries of the proposed township and the name of the Municipality;
  - (m) A land use table indicating total number of erven in the proposed township, the number of erven for specific purpose and their numbers, the total length of the streets within in the proposed township and the area of the erven and streets as a percentage of the total area of the township;
  - (n) The ruling size of the erven;
  - (o) The minimum and maximum gradient of the streets;
  - (p) Environmentally sensitive areas;

(q) A locality plan accurately drawn to a scale of not less than 1: 50000 or such other scale which the Municipality may approve, indicating-

- (i) The situation of the proposed township on the land, farm or agricultural holding;
  - (ii) The routes giving access to the nearest main road and the road networks in the vicinity of the township;
  - (iii) The boundaries of the land, farm portion or agricultural holding on which the township is to be established;
  - (iv) The situation of existing sewage disposal works and the distance from the proposed township of such works, where such works are situated within 3 kilometres of the boundaries of the township;
  - (v) The boundaries of a demarcated noise zone, if applicable;
- (vi) A bar scale, in respect of the locality plan;
- (vii) The true north;
- (r) The erven in the proposed township accurately drawn to a scale of 1: 1000, 1: 1250, 1: 1500, 1: 2000, 1: 2500 or 1: 5000 and numbered consecutively in each block;
- (s) In an enclosure, the name of the persons responsible for the contour surveys, a reference to the datum plane on which the contour values are based and a certification as to the accuracy of the contour lines;
- (t) If the township is to be established on two or more farm portions or agricultural holdings, the boundaries and description of such farm portions or holdings;
- (u) Each registered servitude over the land in the proposed township with a reference to the notarial deed or approved diagram relating to such servitude and where an alteration in the route of such servitude is contemplated, the proposed route;
- (v) Grid co-ordinates and a reference to the geodetic system used;
- (w) If the land in the proposed township is subject to flooding, the 1:50 years and 1:100 years floodline;
- (x) The results of the engineering geological investigation, indicated as zones;
- (y) In an enclosure, the name of the person responsible for the design of the layout plan;
- (z) In an enclosure, the name of the person responsible for the floodline determination and the floodline appearing on the layout plan certified as correct by such person; and
- (aa) In an enclosure, the name of the person responsible for the engineering geological investigation and the geological zones appearing on the layout plan certified as correct by such person.

## SCHEDULE 10

**OBJECTION AND/OR REPRESENTATIONS ON AN APPLICATION OF LAND USE OR LAND DEVELOPMENT IN TERMS SECTION 95 OF THE MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

Date of objection or representation: \_\_\_\_\_

Municipality Application Reference Number: \_\_\_\_\_ (*application reference number as on the notice*)

Name/s: \_\_\_\_\_

Surname: \_\_\_\_\_

Company/Institution \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Tel/Mobile: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

I/We (*person or objector making a representation*)\_\_\_\_\_, the undersigned, (*on behalf of and duly authorised by...*):\_\_\_\_\_ hereby (*object to/make the following representation on*) the application for (*repeat type of application as on the notice*):\_\_\_\_\_ on (*specify subject property as in the notice*):\_\_\_\_\_ situated on (*name of township, farm, etc.*):  
\_\_\_\_\_  
\_\_\_\_\_The reason(s) for my/our objection(s)/representation(s) are as follows: (*provide a clear description of the objection or representation, sufficiently detailed*):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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The following documents are enclosed herewith in support of the objection or representation: (*list all supporting documents provided with the objection*):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Please direct all correspondence with regards hereto to the above mentioned address.

I/We will avail myself/ourselves in meeting(s) when invited or send a duly authorised representative and i/we understand that failure to avail myself/ourselves or send representative after the first invite will results to the withdrawal of objection/representation as may be determined by the Makhuduthamaga Local Municipal Planning Tribunal on behalf of the Municipality.

.....

Signature

**CONTINUES ON PAGE 130 - PART 2**



LIMPOPO PROVINCE  
LIMPOPO PROVINSIE  
XIFUNDZANKULU XA LIMPOPO  
PROFENSE YA LIMPOPO  
VUNDU LA LIMPOPO  
IPHROVINSI YELIMPOPO

**Provincial Gazette • Provinsiale Koerant • Gazete ya Xifundzankulu  
Kuranta ya Profense • Gazethe ya Vundu**

*(Registered as a newspaper) • (As 'n nuusblad geregistreer) • (Yi rhijistariwile tanihi Nyuziphepha)  
(E ngwadisits'we bjalo ka Kuranta) • (Yo redzhistariwa sa Nyusiphepha)*

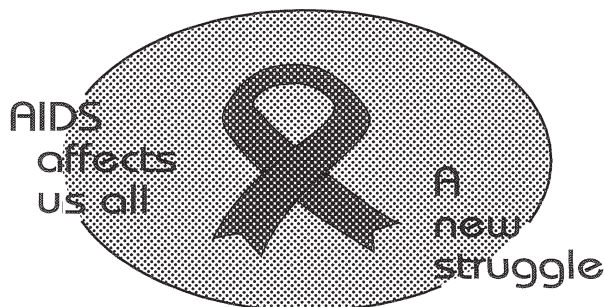
Vol. 27

POLOKWANE,  
6 MARCH 2020  
6 MAART 2020  
6 NYENYANKULU 2020  
6 MATŠHE 2020  
6 THAFAMUHWE 2020

No. 3070

**PART 2 OF 2**

**We all have the power to prevent AIDS**



**Prevention is the cure**

**AIDS  
HELPLINE**

**0800 012 322**

DEPARTMENT OF HEALTH

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ISSN 1682-4563



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**SCHEDULE 11****NOTICE OF APPEAL/PETITION IN TERMS SECTION 125 OF THE MAKHUDUTHAMAGA LOCAL MUNICIPALITY  
SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

Date of appeal/petition: \_\_\_\_\_

Municipality resolution/decision number: \_\_\_\_\_ (*reference number as on the notice of decision*)

Name/s: \_\_\_\_\_

Surname: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Tel/Mobile: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

I/We (*person or institution appealing the decision*), the undersigned, (*on behalf of or duly authorised by...*) hereby appeal/ lodge a petition against the decision taken by the Makhuduthamaga Local Municipal Planning Tribunal/Authorised official on behalf of the Municipality on the application for (*repeat type of application as on the notice*) on (*specify subject property as in the notice*) situated on (*name of township, farm, etc*).

The reason(s) for my/our appeal/petition are as follows: (*provide a clear description of appeal, sufficiently detailed*)The appeal/petition is further motivated as follows: (*Motivate the appeal*):

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The following documents are enclosed herewith in support of the objection or representation: (list all supporting documents provided with the objection):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Please direct all correspondence with regards hereto to the above mentioned address.

I/We will avail myself/ourselves in meeting(s) when invited or send a duly authorised representative and i/we understand that failure to avail myself/ourselves or send representative after the first invite will results to the withdrawal of appeal as may be determined by the Appeal Authority on behalf of the Municipality.

.....

Signature

**SCHEDULE 12****APPLICATION FORM FOR AMENDMENT OF LAND USE SCHEME OR REZONING IN TERMS OF SECTION 59(1) OF THE MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

*Please ensure that all sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

**1. AUTHORISED AGENT DETAILS**

Company: \_\_\_\_\_

Surname: \_\_\_\_\_

Full names: \_\_\_\_\_ Initials: \_\_\_\_\_

Registration number (SACPLAN): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Cellular Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

**3. PROPERTY INFORMATION**

Registered owner: \_\_\_\_\_

Street Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Township: \_\_\_\_\_ Erf number: \_\_\_\_\_

Property Size (in m<sup>2</sup>): \_\_\_\_\_

Current/existing		Proposed	
Zoning		Zoning	
Land Use		Land Use	
Height		Height	
Density		Density	

Coverage		Coverage	
FAR		FAR	
Parking		Parking	
Building line(s)		Building line(s)	

Amendment Scheme: \_\_\_\_\_

Title Deed No.: \_\_\_\_\_ Bond (Yes/No): \_\_\_\_\_

If Yes specify Bond Account No.: \_\_\_\_\_

Bondholder's Consent: \_\_\_\_\_

Restrictive Title Deed Condition paragraph No.: \_\_\_\_\_

#### 4. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee		Zoning map	
Covering letter		Land Use Map	
Application Form		Map 3 and scheme clauses	
Locality plan		Mineral Rights Holder's Consent (if applicable)	
Motivational memorandum		Affidavit (on expiry date of the advertisement)	
Company resolution (if applicable)		Site Notices/Placards	
Power of Attorney		Provincial Gazette Advertisements	
Title deed		Newspaper advertisements	
Bondholder's consent (if registered against the property)			

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHEDULE 13**

**APPLICATION FORM FOR REMOVAL, AMENDMENT OR SUSPENSION OF RESTRICTIVE OR OBSOLETE CONDITION, SERVITUDE OR RESERVATION REGISTERED AGAINST THE TITLE OF THE LAND IN TERMS OF SECTION 60(2) OF THE MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

*Please ensure that all sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

**1. AUTHORISED AGENT DETAILS**

Company: \_\_\_\_\_

Surname: \_\_\_\_\_

Full names: \_\_\_\_\_ Initials: \_\_\_\_\_

Registration number (SACPLAN): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Cellular Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

**2. PROPERTY INFORMATION**

Registered owner: \_\_\_\_\_

Street Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Township: \_\_\_\_\_ Erf number: \_\_\_\_\_

Property Size (in m<sup>2</sup>): \_\_\_\_\_

Current/existing		Proposed	
Zoning		Zoning	

Land Use		Land Use	
Height		Height	
Density		Density	
Coverage		Coverage	
FAR		FAR	

Amendment Scheme: \_\_\_\_\_

Title Deed No.: \_\_\_\_\_ Bond (Yes/No): \_\_\_\_\_

If "Yes" specify Bond Account No.: \_\_\_\_\_

Bondholder's consent: \_\_\_\_\_

Restrictive Title Deed Condition paragraph No.: \_\_\_\_\_

### 3. REMOVAL/AMENDMENT OR SUSPENSION OF A RESTRICTIVE OR OBSOLETE CONDITION, SERVITUDE OR RESERVATION REGISTERED AGAINST THE TITLE OF THE LAND

Removal of  
condition(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amendment of restrictive  
condition(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Suspension of a restrictive  
condition(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for removal/amendment or suspension:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is the property(ies) is/are situated in a conservation area or has/have been included in a register of properties worthy of  
conservation:(Yes/no) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If Yes, specify \_\_\_\_\_

Does the property have any endangered plant or animal species which will be affected by the change? (Yes/No) If Yes, specify:

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#### 4. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee		Zoning map	
Covering letter		Land Use Map	
Application Form		Map 3 and scheme clauses	
Motivational memorandum		Mineral Rights Holder's Consent (if applicable)	
Company resolution (if applicable)		Affidavit (on expiry date of the advertisement)	
Power of Attorney		Site Notices/Placards	
Title deed		Provincial Gazette Advertisements	
Bondholder's consent (if registered against the property)		Newspaper advertisements	
Locality plan			

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHEDULE 14****APPLICATION FORM FOR SUBDIVISION IN TERMS OF SECTION 62(2) OF THE MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

*Please ensure that all sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

**1. AUTHORISED AGENT DETAILS**

Company: \_\_\_\_\_

Surname: \_\_\_\_\_

Full names: \_\_\_\_\_ Initials: \_\_\_\_\_

Registration number (SACPLAN): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Cellular Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

**2. PROPERTY INFORMATION**

Registered owner: \_\_\_\_\_

Street Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Township: \_\_\_\_\_ Erf number: \_\_\_\_\_

Property Size (in m<sup>2</sup>): \_\_\_\_\_

Current Land Use: \_\_\_\_\_

Current Zoning (Scheme): \_\_\_\_\_

Title Deed No.: \_\_\_\_\_ Bond (Yes/No): \_\_\_\_\_

If Yes in 3.8 specify Bond Account No.: \_\_\_\_\_

Bondholder's Consent: \_\_\_\_\_

Restrictive Title Deed Condition paragraph No.: \_\_\_\_\_

Size of the proposed division:

Portion No:	Panhandle/Servitude Area:	Total Area:
Total Area:		

### 3. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee		Title deed	
Covering letter		Bondholder's consent (if registered against the property)	
Application Form		Locality plan	
Motivational memorandum		Subdivision Sketch Diagram (plan)	
Company resolution (if applicable)			
Power of Attorney			

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHEDULE 15****APPLICATION FORM FOR CONSOLIDATION IN TERMS OF SECTION 68 OF THE MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

*Please ensure that all sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

**1. AUTHORISED AGENT DETAILS**

Company: \_\_\_\_\_

Surname: \_\_\_\_\_

Full names: \_\_\_\_\_ Initials: \_\_\_\_\_

Registration number (SACPLAN): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Cellular Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Physical Address:

\_\_\_\_\_  
\_\_\_\_\_ Postal Code: \_\_\_\_\_

Postal Address:

\_\_\_\_\_  
\_\_\_\_\_ Postal Code: \_\_\_\_\_**2. PROPERTY INFORMATION**

Registered owner: \_\_\_\_\_

Street Address: \_\_\_\_\_

Postal Address:

\_\_\_\_\_  
\_\_\_\_\_ Postal Code \_\_\_\_\_

Township: \_\_\_\_\_ Erf number: \_\_\_\_\_

Property Size (in m<sup>2</sup>): \_\_\_\_\_

Current Land Use: \_\_\_\_\_

Current Zoning (Scheme): \_\_\_\_\_

Title Deed No.: \_\_\_\_\_ Bond (Yes/No): \_\_\_\_\_

If Yes, specify Bond Account No.: \_\_\_\_\_

Bondholder's Consent: \_\_\_\_\_

Restrictive Title Deed Condition paragraph No.: \_\_\_\_\_

Size of the proposed division:

Portion No:	Panhandle/Servitude Area:	Total Area:
Total Area:		

### 3. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee		Title deed	
Covering letter		Bondholder's consent (if registered against the property)	
Application Form		Locality plan	
Motivational memorandum		Consolidation Sketch Diagram (plan)	
Company resolution (if applicable)			
Power of Attorney			

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHEDULE 16****APPLICATION FOR SPECIAL CONSENT IN TERMS SECTION 71(1) OF MAKHUDUTHAMAGA MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

*Please ensure that all sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

**1. AUTHORISED AGENT DETAILS**

Company: \_\_\_\_\_

Surname: \_\_\_\_\_

Full names: \_\_\_\_\_ Initials: \_\_\_\_\_

Registration number (SACPLAN): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Cellular Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

**2. PROPERTY INFORMATION**

Registered owner: \_\_\_\_\_

Street Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Township: \_\_\_\_\_ Erf number: \_\_\_\_\_

Property Size (in m<sup>2</sup>): \_\_\_\_\_

Current/existing	
Zoning	
Land Use	

Height	
Density	
Coverage	
FAR	

- Title Deed No.: \_\_\_\_\_ Bond (Yes/No): \_\_\_\_\_
- If Yes, specify Bond Account No.: \_\_\_\_\_
- Bondholder's Consent: \_\_\_\_\_
- Restrictive Title Deed Condition paragraph No and condition:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Existing number of dwelling units on the property (where applicable): \_\_\_\_\_
- Other land use rights or special exemption granted on the property:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ and please provide the date of approval, reference number etc. (A copy of the letter of approval can be attached if available):  
\_\_\_\_\_  
\_\_\_\_\_
- Are the rights mentioned above still being executed? \_\_\_\_\_
- Is the property classified by the National Monuments Council as a heritage and/or memorable place?

- Is the building on the property older than 50 years? \_\_\_\_\_

### 3. PROPOSED CONSENT USE

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### 4. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee		Zoning map	
Covering letter		Land Use Map	
Application Form		Locality plan	

Motivational memorandum		Affidavit (on expiry date of the advertisement)	
Company resolution (if applicable)		Site Notices/Placards	
Power of Attorney		Provincial Gazette Advertisements	
Title deed		Newspaper advertisements	
Bondholder's consent (if registered against the property)			

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHEDULE 17****APPLICATION FOR BUILDING LINE RELAXATION IN TERMS OF SECTION 71(2) OF MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

*Please ensure that all sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

**2. APPLICANT DETAILS**

Company: \_\_\_\_\_

Surname: \_\_\_\_\_

Full names: \_\_\_\_\_ Initials: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Cellular Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Physical Address:

\_\_\_\_\_  
\_\_\_\_\_ Postal Code: \_\_\_\_\_

Postal Address:

\_\_\_\_\_  
\_\_\_\_\_ Postal Code: \_\_\_\_\_**2. PROPERTY INFORMATION**

• Registered owner: \_\_\_\_\_

• Street Address:

\_\_\_\_\_  
\_\_\_\_\_

• Postal Address:

\_\_\_\_\_  
\_\_\_\_\_ Postal Code \_\_\_\_\_

• Township: \_\_\_\_\_ Erf number: \_\_\_\_\_

• Property Size (in m<sup>2</sup>): \_\_\_\_\_

Current/existing	
Zoning	

Land Use	
Height	
Density	
Coverage	
FAR	

- Title Deed No.: \_\_\_\_\_
- Bond (Yes/No): \_\_\_\_\_, If Yes specify Bond Account No: \_\_\_\_\_
- Bondholder's name: \_\_\_\_\_
- Restrictive Title Deed Condition paragraph No.: \_\_\_\_\_
- Is the property classified by the National Monuments Council as a heritage and/or memorable place? \_\_\_\_\_
- Is the building on the property older than 50 years \_\_\_\_\_

## 5. PROPOSED BUILDING LINE RELAXATION

### 5.1 Relaxation of building line:

- Distance in meters of the proposed building(s) or structure (s) from erf boundaries where the building line (s) will be encroached: \_\_\_\_\_
- Which side of the property to be relaxed:

Mark with an X	
Rear	
Street Frontage	
Sides ( <i>Specify which side</i> )	

- Give detailed reasons why building(s) or structure (s) cannot be erected outside the building line:

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## 6. REQUIRED DOCUMENTS:

Please mark with an x	
Application fee	
Covering letter	
Application form	
Title deed	
Power of Attorney (if applicable)	
Company resolution (if applicable)	
Zoning Certificate	
Site Development Plan	
Neighbours' Consent	

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHEDULE 18****APPLICATION FOR TEMPORARY CONSENT IN TERMS OF SECTION 73 OF MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW**

*Please ensure that all sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

**3. APPLICANT DETAILS**

Company: \_\_\_\_\_

Surname: \_\_\_\_\_

Full names: \_\_\_\_\_ Initials: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Cellular Phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

**2. PROPERTY INFORMATION**

• Registered owner: \_\_\_\_\_

• Street Address: \_\_\_\_\_

\_\_\_\_\_

• Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

• Township: \_\_\_\_\_ Erf number: \_\_\_\_\_

• Property Size (in m<sup>2</sup>): \_\_\_\_\_

Current/existing	
Zoning	

Land Use	
Height	
Density	
Coverage	
FAR	

- Title Deed No.: \_\_\_\_\_
- Bond (Yes/No): \_\_\_\_\_, If Yes specify Bond Account No: \_\_\_\_\_
- Bondholder's name: \_\_\_\_\_
- Restrictive Title Deed Condition paragraph No.: \_\_\_\_\_
- Is the property classified by the National Monuments Council as a heritage and/or memorable place? \_\_\_\_\_
- Is the building on the property older than 50 years \_\_\_\_\_

## 7. PROPOSED TEMPORARY CONSENT USE

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## 8. REQUIRED DOCUMENTS:

Please mark with an x	
Application fee	
Covering letter	
Application form	
Title deed	
Power of Attorney (if applicable)	
Company resolution (if applicable)	
Zoning Certificate	
Site Development Plan	
Neighbours' Consent	

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SCHEDULE 19**  
**EXAMPLE OF A POWER OF ATTORNEY**

I/We \_\_\_\_\_ of \_\_\_\_\_ identity  
number/s \_\_\_\_\_, the undersigned, hereby nominate, constitute and  
appoint-

\_\_\_\_\_ (name of person and surname) of  
\_\_\_\_\_ (company name if any), identity number  
\_\_\_\_\_ with the power of substitution to be my/our legal agent(s) in my/our name,  
place and steed to apply for-

\_\_\_\_\_ (type of application and property description)  
at \_\_\_\_\_ (name of the local authority/municipality) and in general to do  
everything to effect the application and to do whatever I/we would do if I/we were present in person and acting in the  
matter; and I/we hereby ratify, allow and confirm, promise and agree to ratify, allow and confirm everything and anything  
my/our agent(s) may do or may permit to be done legally in terms of this power of attorney.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_  
20\_\_\_\_ in the presence of the undersigned witnesses:

AS WITNESSES:

1. \_\_\_\_\_
2. \_\_\_\_\_

Registered owner(s): \_\_\_\_\_

**SCHEDULE 20****EXAMPLE OF ADVERTISEMENT NOTICE****AMENDMENT OF LAND USE SCHEME OR REZONING IN TERMS OF SECTION 59(1) OF THE MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW****AMENDMENT SCHEME NUMBER:** \_\_\_\_\_

Notice is hereby given that I, \_\_\_\_\_ (full names and surname), being the \*owner/authorised agent of the owner of \*erf/erven/portion(s)/holding(s)/stand(s) \_\_\_\_\_ (complete the description of the property as set out in the Deed of Transfer or Deed of Grant) in terms of Section 62(1) of the Makhuduthamaga Municipal Spatial Planning and Land Use Management By-Law for the amendment of the rezoning of the property(ies) described above, from \_\_\_\_\_ (specify the current use zone) to \_\_\_\_\_ (specify the proposed use zone).

Particulars relating to the application will lie for inspection during normal office hours at the office of the Executive Manager Development Planning Directorate, MAKHUDUTHAMAGA....., , for a period of 28 (twenty-eight) days from \_\_\_\_\_ (the date of the first publication of this notice).

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, MAKHUDUTHAMAGA Local Municipality, Private Bag X....., within a period of 28 days from \_\_\_\_\_ (fill in the date on which the first advertisement will be published in the newspaper).

Address of \*owner/authorised agent (*physical as well as postal address*):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone number: \_\_\_\_\_

Dates of the notice: \_\_\_\_\_

**SCHEDULE 21****EXAMPLE OF ADVERTISEMENT NOTICE****APPLICATION FOR CONSENT IN TERMS OF SECTION 71 OF MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW****CONSENT NUMBER \_\_\_\_\_ OF 20 \_\_\_\_\_**

Notice is hereby given that I, \_\_\_\_\_ (full names and surname), being the \_\_\_\_\_ \*owner/authorised agent of the \_\_\_\_\_ owner of \_\_\_\_\_ \*erf/erven/portion(s)/holding(s)/stand(s) \_\_\_\_\_ (complete the description of the property as set out in the Deed of Transfer or Deed of Grant) in terms of Section \_\_\_\_\_ of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law read together with Clause \_\_\_\_\_ of the Makhuduthamaga Local Municipality for \_\_\_\_\_ (describe) on \_\_\_\_\_ \*erf/portion/stand \_\_\_\_\_ situated at \_\_\_\_\_ (street name and number, township name, farm portion \* whichever applicable).

Particulars relating to the application will lie for inspection during normal office hours at the office of the Executive Manager Development Planning Directorate, \_\_\_\_\_, for a period of 28 (twenty-eight) days from \_\_\_\_\_ (the date of the first publication of this notice).

Objections to or representations in respect of the application must be lodged with or made in writing to the Municipal Manager, MAKHUDUTHAMAGA Local Municipality, Private Bag X , MAKHUDUTHAMAGA, 0 , within a period of 28 days from \_\_\_\_\_ (fill in the date on which the first advertisement will be published in the newspaper).

Address of \*owner/authorised agent (*physical as well as postal address*):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Telephone number: \_\_\_\_\_

Dates of the notice: \_\_\_\_\_

**Note:** the application must be submitted to the Municipality a day before the first advert is published on the local newspaper.

## SCHEDULE 22

## EXAMPLE OF AFFIDAVIT/AFFIRMATION

I, the undersigned \_\_\_\_\_ (full names and surname), of identity number \_\_\_\_\_ hereby make oath/affirm that the required notice as prescribed in the of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management Bylaw on erf/portion/stand \_\_\_\_\_ (detailed property description) was displayed and maintained in a conspicuous and easily accessible place, for a period of 30 days the first day the advertisements were advertised in local newspaper, viz from \_\_\_\_\_ to \_\_\_\_\_

Signed \_\_\_\_\_ (signature of applicant)

on \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

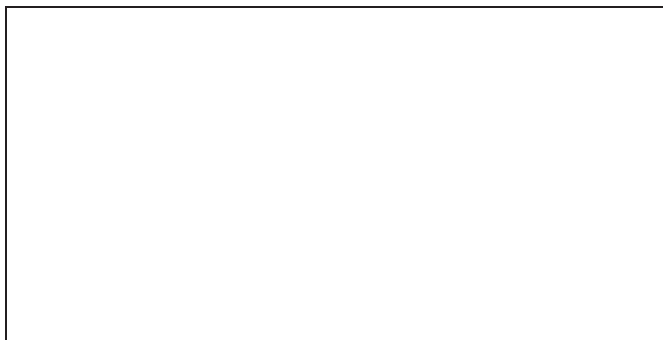
at \_\_\_\_\_ (place)

I hereby certify that the deponent was conversant with the contents of this statement and understood it, and the contents of this statement are the truth.

COMMISSIONER OF OATHS: \_\_\_\_\_

DATE: \_\_\_\_\_

STAMP

**Note:**

- ✓ *this declaration must be handed in only after the required period for the display and maintenance of the required notice has expired. In the event of this declaration being incorrectly completed/ signed and/or handed in earlier prior the expiration of the required period, the Municipality will view the declaration as a false declaration.*
- ✓ *in the aforementioned case it shall be required from the applicant to comply with the prescribed advertisement/publication procedure accordingly and further that legal prosecution of the applicant shall possible be considered.*

## SCHEDULE 23

**NOTIFICATION OF APPLICATION IN THE MEDIA: MINIMUM NOTIFICATION PROCEDURES IN TERMS OF SECTION 90 OF MAKHUDUTHAMAGA LOCAL MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY LAW**

Application	PROCEDURES				
	Local Newspaper	Provincial Gazette	Notice on the site and Photos	Adjacent properties owners notification	Person to submit application
<b>Township Establishment in terms of Section 53(1) of the Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law</b>	<b>Yes</b> ☞ once per week for two consecutive weeks; ☞ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	<b>Yes</b> ☞ once per week for two consecutive weeks; ☞ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	<b>Yes</b> for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.	<b>Yes</b> Directly adjacent and diagonal	An owner/authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any other additional requirements by the Municipality may lead to a delay or even the rejection of the application, an applicant/owner is advised in his or her own interest to appoint a town planning consultant.
<b>Amendment of land use scheme or rezoning in terms Of Section 59(1) of Makhuduthamag a Local Municipal Spatial Planning and</b>	<b>Yes</b> ☞ once per week for two consecutive weeks; ☞ at least two of the official	<b>Yes</b> ☞ once per week for two consecutive weeks; ☞ at least two of the official	<b>Yes</b> (for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must	<b>Yes,</b> directly adjacent and diagonal	An owner/authorised agent.  Note: this application could be a complex process and any deviation from

<b>Land Use Management By-Law</b>	languages of the Province most spoken in the area concerned (English and any other official language)	languages of the Province most spoken in the area concerned (English and any other official language)	also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.		the requirements as set out in the By-law and any other additional requirements by the Municipality may lead to a delay or even the rejection of the application, an applicant/owner is advised in his or her own interest to appoint a town planning consultant.
<b>Removal, amendment or suspension of a restrictive or obsolete condition, servitude or reservation registered against the Deeds of Transfer of the land in terms of Section 60(2) of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law</b>	<b>Yes</b> ☞ once per week for two consecutive weeks; ☞ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	<b>Yes</b> ☞ once per week for two consecutive weeks; ☞ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	<b>Yes</b> (for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.	<b>No</b>	An owner/authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any additional requirements by the Municipality may lead to a delay or even the rejection of the application, an applicant/owner is advised in his or her own interest to appoint a town planning consultant.
<b>Subdivision in terms of Section</b>	<b>No</b>	<b>No</b>	<b>Yes</b>	<b>Yes</b>	An owner/authorised

62(2) of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law			for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.		agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any other additional requirements by the Municipality may lead to a delay or even the rejection of the application, an applicant/owner is advised in his or her own interest to appoint a town planning consultant or Survey consultant. In case of a town planning consultant, the plan/sketch or diagram should be drawn by a survey consultant.
Consolidation in terms of Section 68(1) of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law	No	No	Yes (for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the	Yes	An owner/authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any other additional

			required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.		requirements by the Municipality may lead to a delay or even the rejection of the application, an applicant/owner is advised in his or her own interest to appoint a town planning consultant or Survey consultant. In case of a town planning consultant, the plan/sketch or diagram should be drawn by a survey consultant.
<b>Consent use in terms of Section 71(1) of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law</b>	<b>Yes</b> ↪ once per week for two consecutive weeks; ↪ at least two of the official languages of the Province most spoken in the area concerned (English and any other	<b>No</b>	<b>Yes</b> For a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance	<b>Yes</b>	An owner/authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and land use scheme may lead to a delay or even the rejection of the application, an applicant/owner is advised in his or her own interest to appoint a town

	official language)		across the road to show the visibility of the notice.		planning consultant.
<b>Consent use in terms of Section 71(1) of Makhuduthamaga Local Municipal Spatial Planning and Land Use Management By-Law</b>	<b>Yes</b> ↳ once per week for two consecutive weeks; ↳ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	<b>No</b>	<b>Yes</b> For a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. It must be two official languages. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.	<b>Yes</b>	An owner/authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and land use scheme may lead to a delay or even the rejection of the application, an applicant/owner is advised in his or her own interest to appoint a town planning consultant.

## PROVINCIAL NOTICE 36 OF 2020

## NOTICE OF APPLICATION FOR CONSOLIDATION AND REZONING OF 203, 204 AND 205 THOHYANDOU J FROM RESIDENTIAL 1 TO SPECIAL

## AMENDMENT SCHEME NO: 147

**OWE Planning Consulting**, being the authorised agent of **erf 203, 204 and 205 Thohoyandou J** hereby give notice in terms of Section 62(1) and section 71(1) of the Thulamela Spatial Planning and Land Use Management Bylaw, 2015 read together with the provision of Spatial Planning and Land Use Act, 2013 (Act 16 of 2013) that we have applied to Thulamela Municipality for consolidation and the amendment of Thulamela Land Use Scheme, 2006 by **Rezoning** from **Residential 1** to **Special** (for formalizing existing Lodge). The relevant plan(s), documents and information are available for inspection at the office of the senior Manager: Planning and Development, Thulamela Municipality, Thohoyandou Old Agriven Building for a period of 30 days from **06 March 2020** and any objection or interest in the application must be submitted in writing to the Municipal Manager, P. O. 5066, Thohoyandou, 0950 before the expiry of 30 days from **06 March 2020** or to the offices of Thulamela Municipality during office hours from 08h00 to 16h30. **Address of the applicant: 774 Donald Fraser Road, Tshireke, 0971|Cell:082 693177|email address: [oweplanningconsultants@gmail.com](mailto:oweplanningconsultants@gmail.com)**

06-13

## NDIVHADZO YA KHUMBELO YA U SHANDUKISA KUSHUMISELE KWA MAVU A DIVHEAHO SA ERF 203, 204 AND 205 THOHYANDOU J U BVA KHA RESIDENTIAL 1 U YA KHA SPECIAL USE

## AMENDMENT SCHEME NO: 147

Vha khou divhadziwa uri hu na khumbelo yo itiwaho nga vha **OWE Planning Consulting** vho imelaho vbane vha tshitsentsi tsha **Erf 203, 204 na 205 Thohoyandou J**, ane a khou shandukiswa kushumisele kwa mavu u bva kha kushumisele kotiwaho u dzula muta muthihi (**Residential 1**), u ya kha kushumisele kwa ndeme (Special), ngaha **khethekanyo 62(1) na Khethekanyo 71(1) ya Thulamela Spatial Planning and Land Use Management By-Law, 2015** I tshi vhaliwa na **Spatial Planning and Land Use Management Act, 16 of 2013** hu tshi khou toda u shumisiwa sa Lodge. Vbane vha takalela u vhalo nga ha khumbelo iyi na manwalo a elanaho nayo, vha nga a wana ofisini ya mulanguli muhulwane wa u pulana na nyaluwo ya dorobo kha ofisi tshifhatoni tsha Thulamela Municipality, Thohoyandou. Manwalo ayo a do wanala lwa tshifhinga tshi elanaho na furaru (30) u bva duvha la u thoma line la vha la dzi 06 Thafamuhwe 2020. Vbane vha vha na mbilahelo malugana na iyi khumbelo vha nwalele mulanguli wa masipala kha adiresi I evhelaho: P.O.Box 5066, Thohoyandou, 0950, nga tshifhinga tsha mushumo vhukahi ha 07h45 na 16h30 mbilahelo dzi do tangedziwa lwa maduvha a furaru (30) u bva kha duvha la u thoma line la vha dzi 06 Thafamuhwe 2020. **Address ya mu applicant: Tshireke Village Stand no 774, 0971|Cell:082 693177|email address: [oweplanningconsultants@gmail.com](mailto:oweplanningconsultants@gmail.com)**

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## LOCAL AUTHORITY NOTICES • PLAASLIKE OWERHEIDS KENNISGEWINGS

## LOCAL AUTHORITY NOTICE 28 OF 2020

## NOTICE OF REZONING APPLICATION IN TERMS OF SECTION 61 OF THE POLOKWANE MUNICIPAL PLANNING BY-LAW, 2017

I, Theo Ernst Kotze, being the duly appointed agent of the various applicants, hereby give notice in terms of section 95(1)(a) of the Polokwane Municipal Planning By-law 2017, that I have applied to Polokwane Municipality for the amendment of the POLOKWANE / PERSKEBULT TOWN PLANNING SCHEME, 2016 in the following manner: A) POLOKWANE AMENDMENT SCHEME PPR-AS264: Rezoning of the REMAINDER OF ERF 336 PIETERSBURG in terms of section 61 of the of the Polokwane Municipal Planning By-law, 2017, and application for Written Consent in terms of section 73 of the of the Polokwane Municipal Planning By-law, 2017, for a secondary right comprising a Residential Building. The property is situated at 97A Onder street, Polokwane. The rezoning is from "Residential 1" to "Residential 2". The intention of the applicant is to conduct a Residential Building on the property. B) POLOKWANE AMENDMENT SCHEME PPR-AS282: Rezoning of PORTION 3 OF ERF 336 PIETERSBURG in terms of section 61 of the of the Polokwane Municipal Planning By-law, 2017, and application for Written Consent in terms of section 73 of the of the Polokwane Municipal Planning By-law, 2017, for a secondary right comprising a Residential Building. The property is situated at 2A Rissik street. The rezoning is from "Residential 1" to "Residential 2". The intention of the applicant is to conduct Residential Building on the property. C) POLOKWANE AMENDMENT SCHEME PPR-AS300: Rezoning of the Remainder of Erf 627 Pietersburg (66 Voortrekker Street) from "Residential 1" to "Institutional" for the purpose of an Institution. D) Notice is also given that an application for Special Consent for the establishment of a 30 m telecommunication (lattice type) mast and base station on Erf 6215 Pietersburg Ext 17 (56 Platinum Street) has been submitted to the Polokwane municipality in terms of Section 73 of the Polokwane Municipal Planning By-law 2017. Any objection(s) and/or comment(s), including the grounds for such objection(s) and/or comment(s) with full contact details, without which the Municipality cannot correspond with the person or body submitting the objection(s) and/or comment(s), shall be lodged with, or made in writing to: The Manager: City Planning and Property Management, PO Box 111, Polokwane, 0700 from **6 March** 2020 until **3 April** 2020. Full particulars and plans (if any) may be inspected during normal office hours at the Municipal offices as set out below, for a period of 28 days from the date of first publication of this notice in the Provincial Gazette and/or local newspaper(s). Address of Municipal offices: Manager: Planning (Spatial Planning and Land Use Management), 2nd floor, west wing, Civic centre, Landros Maré street, Polokwane. Closing date for any objections and/or comments: 3 April 2020. Address of applicant / agent: DEVELOPLAN, 3 General Joubert street, Polokwane, P.O. Box 1883, Polokwane, 0700. Fax: 086 218 3267. Email: [tecoplan@mweb.co.za](mailto:tecoplan@mweb.co.za) Fax: 0862183267. Telephone: 015-2914177.

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**PLAASLIKE OWERHEID KENNISGEWING 28 VAN 2020****KENNISGEWING VAN HERSONERINGSAAANSOEK INGEVOLGE ARTIKEL 61 VAN DIE POLOKWANE MUNISIPALE BEPLANNINGSBYWET 2017**

Ek, Theo Ernst Kotze, as die agent van die eienaars van ondergemelde eiendomme, gee hiermee kennis ingevolge artikel 95(1)(a) van die Polokwane Munisipale Beplanningsbywet 2017, dat ek aansoek gedoen het by die Polokwane plaaslike munisipaliteit vir die wysiging van die POLOKWANE / PERSKEBULT DORPSBEPLANNINGSKEMA 2016 op die volgende wyse: A) POLOKWANE WYSIGINGSKEMA PPR-AS264: Hersonerings van die RESTANT VAN ERF 336 PIETERSBURG (97A Onder straat) ingevolge Artikel 61 van voormelde bywet, en vir Skriftelike Toestemming in terme van Artikel 73 van die Polokwane Munisipale Beplanningsbywet 2017, vir 'n Sekondêre reg van 'n residensiële gebou. Die hersonerings is vanaf "Residensiële 1" na "Residensiële 2". Die doel van die aansoek is om 'n residensiële gebou op die perseel te bedryf. B) POLOKWANE WYSIGINGSKEMA PPR-AS282 hersonerings van die GEDEELTE 3 VAN ERF336 PIETERSBURG (2A Rissik straat) ingevolge Artikel 61 van voormelde bywet, en vir Skriftelike Toestemming in terme van Artikel 73 van die Polokwane Munisipale Beplanningsbywet 2017, vir 'n Sekondêre reg van 'n residensiële gebou. Die hersonerings is vanaf "Residensiële 1" na "Residensiële 2". Die doel van die aansoek is om 'n residensiële gebou op die perseel te bedryf. C) POLOKWANE WYSIGINGSKEMA PPR-AS300 hersonerings van die Restant van Erf 627 Pietersburg (Voortrekkerstraat 66) vanaf "Residensiële 1" na "Inrigting" en gelyktydige aansoek daarmee saam vir die opheffing van beperkende voorwaardes met die doel om 'n inrigting te kan bedryf. D) Hiermee word voorts ook kennis gegee dat 'n aansoek om Spesiale toestemming vir die oprigting van 'n 30 m telekommunikasie (tralie tipe) toring en basisstasie op Erf 6215 Pietersburg Uitbreiding 17 (Platinumstraat 56) by die Polokwane Munisipaliteit ingehandig is in terme van Afdeling 73 van die Polokwane Municipal Planning By-law 2017. Enige besware en/of kommentare, tesame met die gronde vir die besware en/of kommentare, tesame met u volledige kontakbesonderhede, moet ingedien word by, of skriftelik gerig word aan: Die Bestuurder: Stedelike beplanning, Posbus 111, Polokwane 0700 vanaf 6 Maart 2020 tot en met 3 April 2020. Neem kennis: Indien u versuim om u kontakinligting te verskaf sal die Polokwane stadsraad nie na u toe kan reageer nie. Besonderhede van voormelde aansoek lê ter insae gedurende gewone kantoorure by die Munisipale kantore soos hieronder aangetoon vir 'n tydperk van 28 dae vanaf die eerste datum van publikasie van hierdie kennisgewing in die plaaslike koerantmedia en/of Provinsiale Gazette. Adres van munisipale kantore: Bestuurder: Beplanning (Ruimtelike Beplanning en Grondgebruikbestuur), 2de vloer, westelike vleuel, Burgersentrum, Landros Maréstraat, Polokwane. Sluitingsdatum vir die indiening van besware en/of kommentare: 3 April 2020. Adres van applicant / agent: DEVELOPLAN, 3 Generaal Joubertstraat, Polokwane, Posbus 1883, Polokwane, 0700. Faks: 086 218 3267. Epos: tecoplan@mweb.co.za Faks: 0862183267. Telefoonnommer: 015-2914177.

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**LOCAL AUTHORITY NOTICE 29 OF 2020**

**LEPHALALE LOCAL MUNICIPALITY: NOTICE IN TERMS OF SECTION 55(1) OF LEPHALALE SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAWS, 2017, FOR THE REMOVAL, AMENDMENT OR SUSPENSION OF RESTRICTIVE CONDITIONS IN TITLE**

It is hereby notified in terms of the provisions of section 55(1) of the Lephalale Spatial Planning and Land Use Management By-Laws, 2017, that the Lephalale Municipality has approved and adopted the land development application for the removal of **Conditions 16, 17 and 18** contained in Title Deed **T64484/2008**, with reference to **Erf 2280 Ellisras Extension 16 Township**. This removal will come into effect on the date of publication of this notice.

Dries de Ridder Town and Regional Planner, P.O. Box 5635, Onverwacht, 0557.

Date: **6 March 2020**

Ref: 15/4/5/9

**LOCAL AUTHORITY NOTICE 30 OF 2020**

**NOTICE OF APPLICATION FOR AMENDMENT OF THE LAND USE MANAGEMENT SCHEME IN TERMS OF SECTION 52 (1) (b) OF MARULENG SPATIAL PLANNING & LAND USE MANAGEMENT BY-LAW OF 2016 READ TOGETHER WITH THE PROVISION OF SPATIAL PLANNING AND LAND USE MANAGEMENT ACT 2013 (ACT 16 OF 2013)**

**MARULENG AMENDMENT SCHEME 188**

We, Kago-Boswa Consulting Spatial Planners Cc (Reg. No.: 2009/216049/23), being the authorised agent of the owner of the property mentioned below, hereby give notice in terms of Section 52 (1)(b) of Maruleng Spatial Planning and Land Use Management By-law of 2016, that we have applied to Maruleng Municipality for the amendment of Maruleng Land Use Management Scheme 2008, by the rezoning of:

- Erf 315 Hoedspruit Extension 6, situated in Hoedspruit, from 'Rural Residential' to 'Special' for a guesthouse/ lodge (Amendment Scheme 188, Annexure 203).

Particulars of the applications will lie for inspection during office hours at the Municipal Library, 64 Springbok Street, Hoedspruit, for a period of 30 days from 06 March 2020. Objections to or representations in respect of the applications must be lodged with or in writing to the Municipal Manager at this address P. O. Box 627, Hoedspruit, 1380, within a period of 30 days from the from 06 March 2020. Any person who cannot write may during office hours visit Maruleng Municipality (Town Planning Unit: 015 793 2409) for assistance with transcribing their comments, objection or representations.

*Address of the Agent: Kago-Boswa Consulting Spatial Planners, P. O. Box 14098, Flamwood Walk, 2535 (Cell: 0827780429, email: kagoboswa@gmail.com)*

**PLAASLIKE OWERHEID KENNISGEWING 30 VAN 2020****KENNISGEWING VAN AANSOEK VIR WYSIGING VAN GRONDGEBRUIKSKEMA INGEVOLGE ARTIKEL 52 (1) (b) VAN DIE MARULENG RUIMTELIKE BEPLANNING EN GRONDGEBRUIKBESTUUR VAN 2016 SAAMGELEES MET DIE VERSKAFFING VAN RUIMTELIKE BEPLANNING EN GRONDGEBRUIKBESTUUR WET 2013 (WET 16 VAN 2013)****MARULENG WYSIGINGSKEMA 188**

Ons, Kago-Boswa Consulting Spatial Planners Cc (Reg. Nr.: 2009/216049/23), synde die gematigde agent van die eienaar van die eiendom hieronder genome, gee hiermee ingevolge Artikel 52 (1) (b) van die Maruleng Ruimtelike Beplanning en Grondgebruikbestuur Verordening Van 2016, kennis dat ons by die Maruleng Munisipaliteit aansoek gedoen het om die wysiging van die Maruleng Grondgebruikskema 2008, deur die hersonering van:

- Erf 315 Hoedspruit Uitbreiding 6, geleë in Hoedspruit, van 'Landelike Residensiël' na 'Spesiaal' vir gastehuis/ lodge (Wysigingskema 188, Bylae 203).

Besonderhede van die aansoeke lê ter insae gedurende gewone kantoor ure by die Munisipaliteit Biblioteek, 64 Springbokstraat, Hoedspruit, vir 'n tydperk van 30 dae vanaf from 06 Maart 2020. Besware teen of vertoë ten opsigte van die aansoeke moet binne 'n tydperk van die 30 dae vanaf from 06 Maart 2020 skriftelik by of tot die Munisipale Bestuurder by Posbus 627, Hoedspruit, 1380, ingedien of gerig word. Enige persoon wat nie, mag gedurende kantoorure die Maruleng Munisipaliteit besoek waar 'n aangewese amptenaar van Maruleng Munisipaliteit (Stads Beplanning Eenheid: 015 793 2409) daardie persone sal assister deur die kommentaar, beswaar of vertoë te transkriber.

*Adres van Agent: Kago-Boswa Consulting Spatial Planners, Posbus 14098, Flamwood Walk, 2535 (Sel: 0827780429, e-pos: kagoboswa@gmail.com)*







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