

**DEPARTMENT : TOWN PLANNING
LAND USE MANAGEMENT APPLICATION**

Local district planning office contact numbers

District	Office location	Area covered	Ph no	District	Office location	Area covered	Ph no
A	Cape Town CBD	Camps Bay - Pinelands	400 5352	E	Somerset West	Kuilsrivier - Gordon's Bay	850 4346
B	Milnerton	Mamre - Ysterplaat	550 1090	F	Khayelitsha	Khayelitsha - Mitchell's Plain	360 1101
C	Kraaifontein	Durbanville - Kraaifontein	980 6265	G	Plumstead	Philippi - Grassy Park	710 9374
D	Parow	Goodwood - Bellville	590 1416	H	Plumstead	Rondebosch - Simon'sTown	710 8203

Please complete this form using block capitals and ticking the appropriate boxes.

Application number (To be completed by an official)

SECTION A : APPLICANT / AGENT DETAILS

First names																				
Surname																				
Company name													VAT no							
Business address																				
Postal code							E-mail													
Tel							Fax							Cell						

SECTION B : PROPERTY DETAILS

Erf / Erven / Farm no							Allotment area																
Street address																							
Suburb																							
Relevant Zoning scheme													Extent							m ² / ha			
Current zoning													Title deed no	T							/	Y	Y
Approximate age of existing buildings													Title deed date	Y	Y	Y	Y	M	M	D	D		
Any restrictive title deed conditions?	Y	N	If Yes, please specify																				
Is property encumbered by a bond?	Y	N	If Yes, bondholder?																				

SECTION C : OWNER DETAILS (if different from applicant)

Registered owner																				
Business address																				
Postal code							E-Mail													
Tel							Fax							Cell						

SECTION D : TYPE OF APPLICATION BEING SUBMITTED

FEES PAID

Has there been any previous related application?		Y	N	If Yes, reference / application no		
<input type="checkbox"/>	Rezoning - Section 17(1) of Ordinance 15 of 1985 or Regulation 5(1) of PN 733/1989 in terms of Act 4 of 1984				R	
<input type="checkbox"/>	Special consent / Conditional use - Section (please specify) <input type="text"/> of Zoning scheme regulations				R	
<input type="checkbox"/>	Temporary land use departure - Section 15(1)(a)(ii) of Ordinance 15 of 1985				R	
<input type="checkbox"/>	Regulation departure - Section 15(1)(a)(i) of Ordinance 15 of 1985 or Regulation 7(1) of PN 733/1989 in terms of Act 4 of 1984				R	
<input type="checkbox"/>	* Removal / suspension / amendment of Title deed restrictions - Section 3(1) of Removal of Restrictions Act 84 of 1967				R	
<input type="checkbox"/>	Subdivision - Section 24(1) of Ordinance 15 of 1985 or Regulation 17(1) or 19(5) of GN R1897/1986 in terms of Act 4 of 1984				R	
<input type="checkbox"/>	Subdivision exemption - Section 23(1) of Ordinance 15 of 1985				R	
<input type="checkbox"/>	Amendment / cancellation of Plan of Subdivision - Section 30(1) of Ord 15/85 or Regulation 17(1) or 19(5) of GN R1897/86 ito Act 4/84				R	
<input type="checkbox"/>	Subdivision of agricultural land - Section 4(1)(a)(i) of Subdivision of Agricultural Land Act 70 of 1970				R	
<input type="checkbox"/>	Amendment / deletion of conditions of approval / schedule conditions - Section 9(2) or 42(3)(a) of Ordinance 15 of 1985				R	
<input type="checkbox"/>	Extension of validity period of LUPO approval - Section 15(5) or 27(1) of Ordinance 15 of 1985				R	
<input type="checkbox"/>	Approval / amendment of Site development plan - Section 42(1) or 42(3)(a) of Ordinance 15 of 1985				R	
<input type="checkbox"/>	Township (or less formal township) establishment - Act 4 of 1984 or Act 113 of 1991				R	
<input type="checkbox"/>	Application in terms of any other legislation (please specify) <input type="text"/>				R	
If required, has application for EIA / HIA / TIA / TIS / MHIA approval been made?		Y	N	Complexity fee	R	
* Note : In case of a Removal of restrictions application, there is also a separate additional application form to be filled out, which form is also available at your local planning office.					Advertising / notification fee	R
					TOTAL Application fee	R

SECTION D : TYPE & DETAIL OF APPLICATION BEING SUBMITTED (continued)

Departure / consent / amendment required

Y	N	Building line encroachment	Street											From			m	To			m
			Street											From			m	To			m
			Side											From			m	To			m
			Side											From			m	To			m
			Aggregate side											From			m	To			m
			Rear											From			m	To			m
Y	N	Exceeding permissible site coverage											From			%	To			%	
Y	N	Exceeding maximum permitted bulk / floor factor / no of habitable rooms											From				To				
Y	N	Exceeding height restriction / permissible no of storeys											From			m/st	To			m/st	
Y	N	Exceeding maximum storey height											From			m	To			m	
Y	N	Exceeding maximum boundary wall height	Street	From			m	To			m	Side / rear	From			m	To			m	
Y	N	Relaxation of on-site parking / loading requirements											From			bays	To			bays	
Y	N	Erection of 2 nd / additional dwelling unit											Extent				To			m ²	
Y	N	Erection of double dwelling											Extent				To			m ²	
Y	N	Erection of special / accessory buildings (<i>please specify</i>)											Extent				To			m ²	
Y	N	Work in an Urban Conservation Area (<i>please specify</i>)																			
Y	N	Other (<i>please specify</i>)																			

Additional description of departures / consents / amendments required (if necessary)

FOR OFFICE USE ONLY (continued)

Assessment checklist (iro Regulation departures / SDP amendments, where no objections)

Does proposal comply with all setback requirements?	Y	N	N/a	Is PRE approval required & has it been obtained?	Y	N	N/a
Were abutting owners notified & their comments / consent obtained?	Y	N	N/a	Would proposal adversely affect any conservation area?	Y	N	N/a
Were any objections received against the application?	Y	N	N/a	Would proposal detract from UCA's architectural character?	Y	N	N/a
Would any services / infrastructure be adversely affected?	Y	N	N/a	Is site subject to any scenic drive restrictions?	Y	N	N/a
Is vehicular access to and parking on the premises still possible?	Y	N	N/a	Would an undesirable precedent be set?	Y	N	N/a
Would vehicular sight lines / visibility be adversely affected?	Y	N	N/a	Does proposal comply with township est. / subdiv. conditions?	Y	N	N/a
Have road widening schemes / Div road b/lines been taken into account?	Y	N	N/a	Are there any title restrictions / conditions?	Y	N	N/a

Application description (where approval different from Section D, ie in case of partial approval)

Decision

In terms of Section 15(1)(b) and/or 42(3)(a) of the Land Use Planning Ordinance (Ordinance 15 of 1985) or Regulation 7(4) of PN 733/1989 in terms of Act 4 of 1984 and/or Section _____ of the _____ Zoning scheme regulations (~~delete incorrect option~~) and delegated powers of authority, the above application is hereby

Approved	Refused
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 in accordance with the attached

Plan no	
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 and subject to the following conditions (if any) :

Conditions of approval (if any)

Reasons for decision

Delegated official's signature

Official's name (*in block capitals*)

for **Director : Town Planning**

Date

Y	Y	Y	Y	M	M	D	D
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