



## GA-SEGONYANA LOCAL MUNICIPALITY

Application for Land Use Amendments according to the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013)

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

Application Number (For official use only) : \_\_\_\_\_

### SECTION A: APPLICANT / AGENT DETAILS

First names					
Surname					
Company name					
VAT No					
Business address					
Postal code					
Tel		Email		Fax	
				Cell	

### SECTION B: PROPERTY DETAILS

Erf / Erven / Farm no					
Street address					
Suburb					
Relevant Zoning Scheme		Extent			
Current Zoning		Title deed no	T	/	m <sup>2</sup> /ha
Approximate age of existing buildings		Title deed date	Y	Y	Y
			Y	M	M
			D	D	D

### SECTION C: OWNER DETAILS (compulsory if different from applicant)

Registered owner					
Postal/Physical Address					
Postal code					
Tel		Email		Fax	
				Cell	

### SECTION D: TYPE OF APPLICATION BEING SUBMITTED (Mark a pppropriate box with an X)

Rezoning from one zone to the other	
Consolidation of land	
Subdivision of land	
Township establishment (Human settlement planning and design)	
Removal, suspension or amendment of Title Deed Restrictions	
Permanent departure from any stipulations as determined in these regulations, including relaxing of Development Control stipulations	
Temporary departure to allow the use of a building or land for a period of at most five years, for a purpose for which no specific zone has been provided for in these regulations	
Secondary use as determined in scheme regulations	
Consent use as determined in scheme regulations	
The annulment, suspension or amendment of the original approval conditions as provided by the Ga -Segonyana Municipality	
General plan cancellation	
Closure of Park or Public Road	
The extension of the approval period	
Any other application in terms of provincial legislation or municipal by-law	

Brief description of proposed development / intent of application

**SECTION E: DETAIL OF APPLICATION**

Is the land unit currently developed (buildings, etc.)?	YES	NO	If answered YES, what was the nature & condition of the developments/improvements?
Is the current zoning of the land utilised?	YES	NO	If answered NO, what is the application / use of land?
Is the property burdened by a bond?	YES	NO	If answered YES, indicate who the bondholder is: (Attach the bondholder's consent to the application).
Has an application for subdivision / rezoning / consent use / departure on the property previously been considered?	YES	NO	If answered YES, when and provide particulars, including all authority reference numbers and decisions:
Does the proposal apply to the entire land unit?	YES	NO	If answered NO, indicate the size of the portion of the land unit concerned, as well as what it will be used for, including the remaining extent:
Are there any restrictions, such as servitudes, rights, bonds, etc. with regard to the land unit in terms of the deed of transfer that should be removed, as it might have an influence on this application?	YES	NO	If answered YES, please provide detail description:
Are there any physical restrictions (e.g. steep inclines, unstable land formations, marshes, etc.) that might influence the intended development?	YES	NO	If answered YES, name full particulars and state how the problem will be solved and submit detail layout plan:
Is any portion of the land unit in a flood plain of a river beneath the 1:50 annual flood-line, or subject to any flooding?	YES	NO	If answered YES, please provide detail description:
Is any other approval that falls outside this Act, necessary for the implementing of the intended development?	YES	NO	If answered YES, please provide detail description:
What arrangements will be made regarding the following services for the development? (Full engineering reports must be supplied, where applicable)	Water supply:		
	Electricity supply:		
	Sewerage and waste-water:		
	Storm-Water:		
	Road Network:		

SECTION F: LIST OF ATTACHMENTS AND SUPPORTING INFORMATION REQUIRED/SUBMITTED WITH CHECKLIST FOR MUNICIPAL USE (mark with appropriate box with an X)						
Checklist (for completion by the applicant)				Checklist For Official Use Only		
YES	NO	ANNEXURE OR PAGE REFERENCE	DOCUMENT ATTACHED	YES	NO	N/A
			Completed Application Form			
			Complete Motivation Report			
			Public participation report (minutes of meetings, copies of advertisement, etc.)			
			Power of Attorney (Board of Directors'/Trustees' resolution/consent			
			Copy of Title Deed(s)			
			Bondholder's consent			
			Cadastral information – diagram/General Plan including servitudes, lease areas, etc.			
			Status report from Surveyor General – street closure or state owned land			
			Topographic Map/ aerial Map			
			Locality Map			
			Site Plan			
			Zoning Map			
			Zoning Certificate			
			Land Use Map			
			Conveyancer's certificate			
			Special endorsement/proxy			
			Home Owners' Association Consent			
			Proposed design/layout plan			
			Proposed subdivision plan			
			Proposed consolidation plan			
			Proposed development plan			
			Mineral rights certificate (together with mineral holder's consent) and/or prospecting contract			
			Mineral impact assessment (MIA)			
			Environmental Impact Assessment(EIA) including Heritage Impact Assessment(HIA) and Archaeological Impact Assessment(AIA)			
			Detail Engineering Services report (Bulk and internal)			
			Traffic impact study			
			Geo-technical report (including geology report – NHBRC Standards)			
			Social impact assessment			
			Flood line assessment (1:50 and 1:100 years)			
			Coastal setback report (consent from Department of Environmental Affairs)			
			Subdivision of agricultural land (consent of the Department Agriculture)			
			List of sections in Title Deed conditions to be removed/amended			
			Adherence to planning legislation including the Planning Profession Act 36 of 2002			
			<b>At least three (3) sets of full colour documentation copies</b>			

SECTION G: DECLARATION														
Note:	If application is made by a person other than the owner, a Power of Attorney is compulsory. If the property is owned by more than one person, the signature of each owner is compulsory. Where the property is owned by a company, trust, or other juristic person, a certified copy of the Board of Directors/Trustees' resolution is compulsory.													
I hereby certify the information supplied in this application form to be complete and correct and that I am property authorised to make this application.														
Applicant's/ owner's signature _____						Date	Y	Y	Y	Y	M	M	D	D
Full name														
Professional capacity														

**SECTION H: POWER OF ATTORNEY/ PROXY**

I/We, the undersigned

(FULL NAMES AND ID NO)

nominate, constitute and hereby appoint

(FULL NAMES AND ID NO, AS WELL AS NAME OF FIRM REPRESENTED)

with the power of substitution to be my/our lawful agent in my/our name, place and to handle all aspects in my stead, pertaining to the application(s) for

(FULL DETAILS OF THE APPLICATION LODGED)

with regards to

(DESCRIPTION OF PROPERTY)

and in general to realise the proposed goals and whatever may be necessary, in a fashion as complete and efficient as I/we would have done if I/we were personally representing this matter. I/we ratify, allow and confirm herewith, and promise to ratify, allow and confirm whatever my/our agent does lawfully within this matter.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_  
(TOWN) (DAY) (MONTH) (YEAR)

in the presence of the undersigned witnesses

**Owner:**

Signature \_\_\_\_\_

**Witnesses:**

1.  
Name \_\_\_\_\_

Signature \_\_\_\_\_

2.  
Name \_\_\_\_\_

Signature \_\_\_\_\_

**SECTION I: PRESCRIBED NOTICES AND ADVERTISEMENT PROCEDURES (For official use only)**

Checklist for required advertisement procedure			Checklist for required proof of advertisement		
YES	NO	DOCUMENTATION AND STEPS TO BE TAKEN	YES	NO	DOCUMENTATION TO BE PROVIDED AS PROOF
		<p><b>Notice to be placed in the Local Newspaper</b>                      Note: notice should be in two official languages and placed on local newspaper for 2 consecutive weeks.</p>			<p><b>Proof of notice in the Local Newspaper</b>                      Note: The original newspaper advertisement or full colour copy, indicating page number and date.</p>
		<p><b>Notice to be placed in the Provincial Gazette</b> (for 2 consecutive weeks).</p>			<p><b>Proof of notice in the Provincial Gazette</b>                      Note: The original advertisement or full colour copy, indicating page number and date.</p>
		<p><b>Notices to neighbours</b>                      Note: The map indicating the neighbouring erven and list of neighbours will be provided. If the applicant chooses to deliver the notices per hand (Option 1), two copies of the notice must be provided on or before the date of the notice to each neighbour. One copy of the notice must be signed by the respective party (neighbour) to be handed back to the Ga-Segonyana Local Municipality. Alternatively, (Option 2), the notices can be sent via registered.</p>			<p><b>Proof of Notice to neighbours</b>                      Note: Option 1: the signed notices of all surrounding neighbours, as identified by the Ga-Segonyana Local Municipality, must be provided.                      Option 2: the proof of the registered mail must be provided to the Municipality.</p>
		<p><b>Notices to be placed on site</b>                      Note: the notice provided must be placed on the site in a laminated A3 format (two language format separate on A3) on or before the date of the notice.</p>			<p><b>Proof of Notice on site</b>                      Two colour photos of the notice on site must be provided of which one is close up and the other is taken from a distance in order to see the placing on the site itself</p>
		<p><b>Public Meeting</b>                      Note: the holding of a public meeting in order to inform the general public of the application</p>			<p><b>Proof of Public Meeting</b>                      The applicant must provide proof of the agenda, the attendance register and minutes of the meeting to the Municipality.</p>
		<p><b>Any additional components</b></p>			<p><b>Proof of additional components</b></p>