



## Land Development Application Form KSD Local Municipality

For Official Use:

| Application Reference Number | Application Fee | Receipt Number |
|------------------------------|-----------------|----------------|
|                              |                 |                |

Status of Application: (insert dates)

| Received | Confirmed as complete | Circulation | Advertised | All comments received | Responded to comments | Assessment report | Decision |
|----------|-----------------------|-------------|------------|-----------------------|-----------------------|-------------------|----------|
|          |                       |             |            |                       |                       |                   |          |

| Applicant / Objectors notified | Appeal received | Appeal Hearing | Final Decision | Other |  |  |  |
|--------------------------------|-----------------|----------------|----------------|-------|--|--|--|
|                                |                 |                |                |       |  |  |  |

**SECTION 1**  
**Details of Applicant / Authorised Agent of Applicant**

|   |   |
|---|---|
| Name:<br><br>Postal address:<br><br><br>Tel no: | Contact person:<br><br>Physical address:<br><br><br>Cell no:<br>E-mail address: |
|---|---|

**SECTION 2**  
**Details of Land Owner (only if different from Applicant)**

|  |   |
|--|---|
| Name:<br>Postal address:<br><br><br>Tel no:<br><br>Fax no: | Contact person:<br><br>Physical address:<br><br><br>Cell no:<br><br>E-mail address: |
|--|---|

**Note:** If the applicant is not the registered owner(s), attach a power of attorney from the registered owner(s) to the application. This also applies if the applicant is still in the process of securing / purchasing the land unit and if the land unit is owned by a company or more than one person.

**SECTION 3**  
**Details of Property**

|  |  |
|--|--|
| (In accordance with Title deed)  |  |
| Erf/ Farm No. and portion description:<br><br>Physical address of erf/farm:<br><br>Town/suburb<br><br>If not in a town, location from nearest town:<br><br>Municipal area: | Area (m <sup>2</sup> or ha):<br><br>Existing zoning / permitted use:<br><br>Existing land use:<br><br>Area covered by application:<br><br>Title deed no: |

|  |   |
|--|---|
| (If not registerable in Deeds Office)  |   |
| Registration Division: _____<br>Administrative Area: _____<br>Traditional Council: _____<br>Location or Settlement: _____<br>Plot / Lot / PTO of Quitrent Title no (if any): _____ | Area (m <sup>2</sup> or ha): _____<br>Existing zoning: _____<br>Existing land use: _____<br>Area applicable to application: _____ |

**Note:** If the property is situated in a trust or communal land area under traditional council or communal property association, attach proof of land right allocation by the traditional council in terms of the applicable customary law or communal property association. Where applicable, also attach proof of community resolution in terms of Interim Protection of Informal Land Rights Act.

**SECTION 4**  
**Details of the Type of Application being Submitted**

**Application for:**  
**(Please mark applicable block with a cross)**  
**(If application consists of more than one action, mark all relevant actions)**

|  |  |
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| <b>Category 1 Applications</b>   |  |
| Rezoning of land, where a Municipal or Local Spatial Development Framework does not contain clear proposals for the desired development of the area within which the land is situated  |  |
| Removal, amendment or suspension of a restrictive condition, servitude or reservation registered against the title of the land where such restrictive condition, servitude or reservation is not regulated by a Land Use Scheme in operation |  |
| Subdivision of land into 20 or more units  |  |
| Permanent Closure of Public Place or Public Road   |  |
| Any land development on communal land that will have a high impact on the traditional community concerned  |  |
| <b>Category 2 Applications</b>   |  |
| Subdivision of land into less than 20 units  |  |
| Special consent of the municipality for any land use purpose provided for in a land use scheme   |  |
| Permanent departure or variance in terms of a provision of a land use scheme   |  |
| Removal, amendment or suspension of a restrictive title condition relating to building lines or density of residential development on an erf where the building lines or residential density is regulated by a land use scheme in operation  |  |
| Rezoning of land, where a Municipal or Local Spatial Development Framework makes clear proposals for the desired development of the area within which the land is situated   |  |
| Any land development on communal land that <u>will not</u> have a high impact on the traditional community concerned   |  |
| Any consent or approval required in terms of a condition of title or a condition of establishment of a township (provided it does not include an application listed under Category I)  |  |
| Temporary use authorisation (temporary departures)   |  |
| Extension of validity of an existing approval  |  |
| Phasing of an approved subdivision plan  |  |
| Annulment, suspension or amendment of conditions of approval   |  |
| Application for a second dwelling  |  |

Please give a short description of the scope of the project:

**SECTION 5**

**Detail of application** (Mark with an X and give detail where applicable)

If space is insufficient, refer to section and page of the motivation report where the aspect is being addressed.

|  |     |    |   |   |
|--|-----|----|---|---|
| Is the land unit currently developed (buildings etc.)?   | YES | NO | If answered YES, what is the nature & condition of the developments/improvements?   | There is dwelling house and is in good condition.   |
| Is the land currently being used in line with its zoning?  | YES | NO | If answered NO, does what is the application/ use of land?  |   |
| Is the property burdened by a bond?  | YES | NO | If answered YES, attach the bondholder's consent to the application:  |   |
| Has a similar application been submitted on the property in the past 5 years?  | YES | NO | If answered YES, when and provide particulars of the authority reference numbers and decisions:   |   |
| Does the application and development proposal apply to the entire land unit?   | YES | NO | If answered NO, indicate the size of the portion of the land to which the application / development applies, as well as what the remaining extent will be used for: | The proposed development will take 13.69 % coverage of the Total site. The site size is 968 m2. The remaining extent will be used as a dwelling house. (See SDP in the motivational report as Appendix 3) |
| Are there any restrictive conditions, servitudes, or other rights, applicable to the land unit in terms of the deed of transfer or S.G. diagram 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 restrictions will be solved (including sketches, designs and plans where applicable):                      |   |
| Is any portion of the land unit in a flood plain of a river beneath the 1:50 or 1:100 year flood-line?   | YES | NO | If answered YES, please provide detail description:   |   |

|  |                          |  |   |  |
|--|--------------------------|--|---|--|
| Is any portion of the land unit within 100m or 1000m of the high-water mark of the sea or a tidal river?   | YES                      | NO   | If answered YES, please provide detail description: |  |
| Is any other approval that falls outside of 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:            | The property is located in the built area, where services are existing and the development will make use of the same services. |   |  |
|  | Electricity supply:      | The property is located in the built area, where services are existing and the development will make use of the same services. |   |  |
|  | Sewerage and waste-water | The property is located in the built area, where services are existing and the development will make use of the same services. |   |  |
|  | Storm-Water:             | The property is located in the built area, where services are existing and the development will make use of the same services. |   |  |
|  | Road Network:            | The property is located in the built area, where services are existing and the development will make use of the same services. |   |  |

| <b>Checklist (for the completion by the Applicant only)</b> |    |     |                            |   |
|---|----|-----|----------------------------|---|
| YES   | NO | N/A | ANNEXURE OR PAGE REFERENCE | DOCUMENT ATTACHED   |
|   |    |     |                            | Comprehensive Motivation Report   |
|   |    |     |                            | Alignment with applicable Spatial Development Framework   |
|   |    |     |                            | Public participation report (record and minutes of meetings, copies of advertisement and notices etc.)  |
|   |    |     |                            | Proof of community approval granted as a result of a community participation process conducted in terms of Customary Law and the procedures in terms of the Interim Protection of Informal Land Rights Act; |
|   |    |     |                            | Power of Attorney (Board of Directors' / Trustees' resolution / Letters of Authority)   |
|   |    |     |                            | Copy of Title Deed(s)   |
|   |    |     |                            | Bond holder's consent   |
|   |    |     |                            | Cadastral information – S.G. diagram/General Plan including servitudes, lease areas, etc.   |

|  |  |  |  |   |
|--|--|--|--|---|
|  |  |  |  | Status report from Surveyor General – street closure or closure of public place |
|  |  |  |  | Topographic map/ aerial map   |
|  |  |  |  | Locality Map  |
|  |  |  |  | Site Plan   |
|  |  |  |  | Zoning Map  |
|  |  |  |  | Zoning Certificate  |
|  |  |  |  | Land Use Map  |
|  |  |  |  | Special endorsement/proxy   |
|  |  |  |  | Home Owners' Association consent  |
|  |  |  |  | Proposed subdivision plan – Refer Item 82(h) of bylaws                          |
|  |  |  |  | Proposed consolidation plan   |
|  |  |  |  | Proposed site development plan  |
|  |  |  |  | Mineral rights certificate (together with mineral right holder's consent)       |
|  |  |  |  | Environmental Authorisation   |
|  |  |  |  | Heritage Authorisation  |
|  |  |  |  | Detail Engineering Services report (Bulk and internal)                          |
|  |  |  |  | Traffic impact study / statement  |
|  |  |  |  | Geo-technical report  |
|  |  |  |  | Flood line assessment (1:50 and 1:100 years)                                    |
|  |  |  |  | Department of Agriculture consent (Subdivision of agricultural land)            |
|  |  |  |  | Two (2) sets of full colour documentation copies                                |

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| <p><b><u>SECTION 7</u></b><br/><b>Declaration</b></p> |
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|              |   |
|--------------|---|
| <b>Note:</b> | <b><i>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></b> |
|--------------|---|

I hereby certify the information supplied in this application form to be complete and correct and that I am properly authorised to make this application.

|                                 |  |       |  |  |  |  |  |  |  |
|---------------------------------|--|-------|--|--|--|--|--|--|--|
| Applicant's/ Owner's Signature: |  | Date: |  |  |  |  |  |  |  |
| Full name (print):              |  |       |  |  |  |  |  |  |  |

|                        |  |
|------------------------|--|
| Professional capacity: |  |
| Applicant's ref:       |  |

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**SECTION 8**

**Prescribed Notice and Advertisement Procedures (for the completion and use of Responsible Authority only)**

| <b>Checklist for required advertisement procedure</b> |           |   | <b>Checklist for required proof of advertisement</b> |           |  |
|---|-----------|---|--|-----------|--|
| <b>YES</b>  | <b>NO</b> | <b>DOCUMENTATION AND STEPS TO BE TAKEN</b>  | <b>YES</b>   | <b>NO</b> | <b>DOCUMENTATION TO BE PROVIDED AS PROOF</b>   |
|   |           | <b>Notice to be placed in the Local Newspaper</b>   |  |           | <b>Proof of Notice in Local Newspaper</b><br>Note: The original newspaper advertisement or full colour copy, indicating page number and date.  |
|   |           | <b>Notice to be placed in the Provincial Gazette (for 2 consecutive weeks)</b>  |  |           | <b>Proof of Notice in the Provincial Gazette</b><br>Note: The original newspaper advertisement or full colour copy, indicating page number and date.   |
|   |           | <b>Notices to neighbours</b><br>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 Responsible Authority. Alternatively (Option 2), the notices can be sent via registered post. |  |           | <b>Proof of Notice to neighbours</b><br>Note: Option 1: The signed notices of all surrounding neighbours, as identified by the Responsible Authority, must be provided. Note: Option 2: The proof of the registered mail must be provided to the Responsible Authority |
|   |           | <b>Notice to be placed on the site</b><br>Note: The notice provided must be placed on the site in a laminated A3 format (two language formats separate on A3) on or before the date of the notice.  |  |           | <b>Proof of Notice in site</b><br>Two colour photos of the notice on site must be provided of which one is close up and the other one is taken from a distance in order to see the placing on the site itself.   |
|   |           | <b>Public Meeting</b><br>Note: The holding of a public meeting in order to inform the general public of the application.  |  |           | <b>Proof of Public Meeting</b><br>The applicant must provide proof of the agenda, the attendance register and minutes of the meeting to the Responsible Authority.   |
|   |           | <b>Any Additional components</b>  |  |           | <b>Proof of additional components</b>  |