



# Land Use Management Application Form

*This form must be completed in block letters and by ticking the appropriate boxes.*

## SECTION A: APPLICANT / AGENT DETAILS

First names																
Surname																
Company Name								VAT no.								
Address																
Postal Code							E-mail									
Tel							Fax					Cell				

## SECTION B: PROPERTY DETAILS 1 (for applications on more than one property please complete Part H additional to parts B and C)

Township / Farm name																	
Erf / Erven / Portion / Farm no																	
Street Address																	
Relevant Town Planning Scheme																	
Current Zoning																	
Approximate age of existing buildings								Erf Size							m <sup>2</sup> / Ha		
Any restrictive title deed conditions?	<input type="checkbox"/> Y	<input type="checkbox"/> N								Title Deed No	T				/		
Is property encumbered by a bond?	<input type="checkbox"/> Y	<input type="checkbox"/> N	If Yes, bondholder?														
Any existing unauthorised building work / Structures on the subject property?	<input type="checkbox"/> Y	<input type="checkbox"/> N								If so has the owner been served with a notice in this regard?	<input type="checkbox"/> Y	<input type="checkbox"/> N	N/A				

## SECTION C: OWNER DETAILS 1

Registered Owner																
Address																
Postal Code							E-mail									
Tel							Fax					Cell				

## SECTION D: TYPE OF APPLICATION BEING SUBMITTED

FEES

Is this application made due to a contravention notice received?  Y  N

<input type="checkbox"/> Establishment of Township		
<input type="checkbox"/> Extension of Township Boundaries		
<input type="checkbox"/> Division or phasing of township (per deviation)		
<input type="checkbox"/> Rezoning of Land or Incorporation of Land Use into Land Use Scheme		
<input type="checkbox"/> Removal, Amendment or Suspension of a Restrictive or Obsolete Condition, Servitude or Reservation from Title Deed of Land		
<input type="checkbox"/> Subdivision		
<input type="checkbox"/> Consolidation		
<input type="checkbox"/> Consent Use		
<input type="checkbox"/> Section 68 Certificate		
<input type="checkbox"/> Regulation 38 Certificate (Ordinance 15 of 1986)		
<input type="checkbox"/> Section 82 Certificate (Ordinance 15 of 1986)		
<input type="checkbox"/> Extension of Validity Period of a Township		
<input type="checkbox"/> Site Development Plan		
<input type="checkbox"/> Second Dwelling unit		
<input type="checkbox"/> Building Line Relaxation		
<input type="checkbox"/> Determination of zoning		
<input type="checkbox"/> Wayleave Application		
<input type="checkbox"/> Land Use Rights on Communal Land (Section 160(7))		
<input type="checkbox"/> Any other application: Specify <input style="width: 400px;" type="text"/>		
<b>Total Application Fee</b>		

**Banking Details:**  
 Thaba Chweu Municipality  
 Std Bank  
 Account Number: 243203365  
 Branch code: 052852  
 Reference Number: check vote no

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

**Building Line Relaxation Details (only applicable for building line relaxation applications)**

Relaxation applied for:

from:	<input type="text"/>	to:	<input type="text"/>	which boundary	<input type="text"/>
from:	<input type="text"/>	to:	<input type="text"/>	which boundary	<input type="text"/>
from:	<input type="text"/>	to:	<input type="text"/>	which boundary	<input type="text"/>
from:	<input type="text"/>	to:	<input type="text"/>	which boundary	<input type="text"/>

Building plan reference number to which the relaxation relates:  /

Please complete Part J of this form

**Consent Use Details (only applicable for consent use applications)**

Proposed Land Use:  Extent of area to be used  m<sup>2</sup>

Number of bedrooms (for accommodation establishments only):

Number of people that will be employed on the property (that is not residing on the property):

Number of children (for place of instruction applications only):

Number of parking bays to be provided on the property:

\* see document: Guideline document for the submission of land use management applications

**Site Development Plan Details (only applicable on Site Development Plan applications)**

	PERMITTED		ACTUAL
Land use:	<input type="text"/>		<input type="text"/>
Coverage:	<input type="text"/> % <input type="text"/> m <sup>2</sup>		<input type="text"/> % <input type="text"/> m <sup>2</sup>
FAR:	<input type="text"/> or <input type="text"/> m <sup>2</sup>		<input type="text"/> or <input type="text"/> m <sup>2</sup>
Height:	<input type="text"/> storeys <input type="text"/> m		<input type="text"/> storeys <input type="text"/> m
Parking:	<input type="text"/>		<input type="text"/>
Loading Zones:	<input type="text"/>		<input type="text"/>
Density:	<input type="text"/> units/Ha <input type="text"/> no of units max		<input type="text"/> units/Ha <input type="text"/> no of units max
Building lines:	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>

**Brief description of proposed development / intent of application (to be completed for all applications)**

**SECTION E: LIST OF ATTACHEMENTS SUBMITTED**

<input type="checkbox"/>	<input type="checkbox"/>	Power of Attorney	<input type="checkbox"/>	<input type="checkbox"/>	Copy of EIA / TIA / TIS / RoD
<input type="checkbox"/>	<input type="checkbox"/>	Company Resolution	<input type="checkbox"/>	<input type="checkbox"/>	Proof of existing sewer connection
<input type="checkbox"/>	<input type="checkbox"/>	Bond Holders Consent	<input type="checkbox"/>	<input type="checkbox"/>	Services Report
<input type="checkbox"/>	<input type="checkbox"/>	Motivation Report	<input type="checkbox"/>	<input type="checkbox"/>	Flood line Certificate
<input type="checkbox"/>	<input type="checkbox"/>	SG Diagram/General Plan	<input type="checkbox"/>	<input type="checkbox"/>	Phasing Plan
<input type="checkbox"/>	<input type="checkbox"/>	Locality Plan	<input type="checkbox"/>	<input type="checkbox"/>	Home Owners Association consent / Stamp of Approval
<input type="checkbox"/>	<input type="checkbox"/>	Site Development Plan	<input type="checkbox"/>	<input type="checkbox"/>	Floor plans and elevations
<input type="checkbox"/>	<input type="checkbox"/>	Subdivision Plan	<input type="checkbox"/>	<input type="checkbox"/>	Proof on notification (only applicable to consent use applications)
<input type="checkbox"/>	<input type="checkbox"/>	Proof of Payment of Application Fees	<input type="checkbox"/>	<input type="checkbox"/>	Layout Plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> EFT <input type="checkbox"/> CASH	<input type="checkbox"/>	<input type="checkbox"/>	Geotechnical Report
<input type="checkbox"/>	<input type="checkbox"/>	Copy of the Title Deed/s	<input type="checkbox"/>	<input type="checkbox"/>	Others (please specify)
<input type="checkbox"/>	<input type="checkbox"/>	Conveyancer Certificate on Restrictive Title Conditions	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Community approval i.t.o. Customary Law	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Development Charge Calculation completed (Section F)	<input type="checkbox"/>	<input type="checkbox"/>	





## SECTION F: DECLARATION

I/We hereby wish to confirm the following:

1. That the information contained in this application form accompanying documentation is complete and correct. The Municipality may refuse to accept the application if the applicant fails to provide the required documentation or information and such instances that the application fees shall not be refunded.
3. That where an agent is indeed appointed to submit this application on the owners behalf, it is accepted that correspondence and formal notification as required in terms of any law will only be sent to such agent and that the owner will regularly consult with his agent in this regard.
4. That the submission includes all necessary planning applications required to enable the development herein proposed. I/we specifically confirm that I/we have read the relevant title deed(s) and that there are no restrictive conditions which impact on this application, and that where there are, removal / amendment /suspension of these form part of this submission.
5. That where the proposal involves existing work erected or a land use exercised in contravention with the By-law, that I/we have consulted with the Senior Manager: Land Use Management to ensure the correct application in terms of the By-law is being made. Notwithstanding the submission of this application I acknowledge the Municipality's right to exercise any option in terms of Chapter 9 of the Mbombela By-law on Spatial Planning and Land Use Management.
6. As owner/applicant/developer, I am/we are aware of the state of existing bulk services provision and infrastructure availability in the subject area and any development charges that might be payable in respect of the development herein proposed.

Registered owner's signature

\_\_\_\_\_

Date:

Y	Y	Y	Y	/	M	M	/	D	D
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Full Name

\_\_\_\_\_

Agent / Consultant's signature

\_\_\_\_\_

Date:

Y	Y	Y	Y	/	M	M	/	D	D
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Full Name

\_\_\_\_\_

*If the application is made by a person other than the registered owner (e.g.. Agent / consultant), full power of attorney and both signatures are required. If the property is owned by more than one person, the signature of each owner is required. Where the property is owned by a company/trust/other juristic person, a certified copy of the board of directors / members / trustees resolution is required.*