



## LAND DEVELOPMENT APPLICATION FORM

APPLICATION REFERENCE NUMBER (To be completed by an official) \_\_\_\_\_

### **SECTION A: APPLICANT / AGENT'S DETAILS**

Applicant: \_\_\_\_\_

Postal Address: \_\_\_\_\_  
\_\_\_\_\_

Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

### **SECTION B: PROPERTY DETAILS**

Erf / Erven / Farm no. \_\_\_\_\_ Portion no. (of farm) \_\_\_\_\_ Allotment area \_\_\_\_\_

Street Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

*(To be completed by an official)*

Relevant Zoning Scheme: \_\_\_\_\_ Extent \_\_\_\_\_ m<sup>2</sup>/ha

Current Zoning: \_\_\_\_\_ Title deed no: T \_\_\_\_\_

Approximately age of existing buildings: \_\_\_\_\_

Any restrictive title deed conditions? \_\_\_\_\_ If yes, please specify: \_\_\_\_\_

Is the Property encumbered by a bond?\* \_\_\_\_\_ *\*if **yes** please attach bondholders consent.*

### **SECTION C: OWNER DETAILS (If different from Section A above)**

Registered Owner: \_\_\_\_\_

Postal Address: \_\_\_\_\_  
\_\_\_\_\_

Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_



**STELLENBOSCH**  
 STELLENBOSCH • PNIEL • FRANSCHHOEK  
 MUNICIPALITY • UMASIPALA • MUNISIALITEIT  
 Department: Planning and Development

**SECTION D: TYPE OF APPLICATION BEING SUBMITTED**

Please indicate by means of an "X" in the appropriate box on the right, which of the following applications is/are being applied for:

| TYPES OF APPLICATIONS   | "X" | FEES PAID |
|---|-----|-----------|
| <b>REZONING:</b> Section 17(1) of Ordinance 15 of 1985<br>From.....<br>To ..... in order to .....   |     |           |
| <b>SPECIAL /CONSENT USE:</b> Section _____ of Zoning scheme Regulations*<br>complete section E of the application form.   |     |           |
| <b>TEMPORARY LAND USE DEPARTURE:</b> Section 15(1)(a)(ii) of Ordinance 15 of 1985   |     |           |
| <b>DEPARTURE:</b> Section 15(1)(a)(i) of Ordinance 15 of 1985<br>(Building lines, coverage, bulk, height, number of storey's)<br>* complete section E of the application form.  |     |           |
| <b>SUBDIVISION:</b> Section 24(1) of Ordinance 15 of 1985.  |     |           |
| <b>SUBDIVISION EXEMPTION:</b> Section 23(1) of Ordinance 15 of 1985   |     |           |
| <b>AMENDMENT / CANCELLATION OF PLAN OF SUBDIVISION :</b> Section 30(1) of Ordinance 15 of 1985  |     |           |
| <b>AMENDMENT / WAIVEING OF CONDITIONS OF APPROVAL / SCHEDULE CONDITIONS &amp; AMENDMENT OF SITE DEVELOPMENT PLAN :</b> Sections 42(3)(a) of Ordinance 15 of 1985  |     |           |
| <b>EXTENSION OF VALIDITY PERIOD OF LUPO APPROVAL:</b> In terms of Section 15(5) for Departure Applications and 27(1) for Subdivision Applications and 16(2)(a)(i) for Rezoning Applications in terms of Ordinance 15 of 1985. (Draw a line across which ever is <b>Not</b> applicable.) |     |           |
| <b>APPROVAL OF SITE DEVELOPMENT PLAN:</b> Section 15(1)(a)(i) of Ordinance 15 of 1985   |     |           |
| <b>SPECIAL DEVELOPMENT :</b> complete section E of the application form.  |     |           |
| <b>REMOVAL / RELAXATION / AMENDMENT OF TITLE DEED CONDITIONS:</b> Section 3(1) of Removal of Restrictions Act 84 of 1967 : <i>Note: In case of Removal of restrictions application, there is also a separate additional application form to be filled out</i>                           |     |           |
| <b>APPLICATION IN TERMS OF ANY OTHER LEGISLATION</b> (specify) <i>Note: In case of Removal of restrictions application, there is also a separate additional application form to be filled out</i>   |     |           |
| <b>IF REQUIRED, HAS APPLICATION FOR EIA / HIA / TIA / TIS / BEEN MADE?</b> (YES / NO) –Complexity Fee   |     |           |
| Advertising / Notification fee  |     |           |
| <b>TOTAL Application fee</b>  |     |           |



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

**DEPARTURE / CONSENT / SPECIAL DEVELOPMENT (REQUIRED)**

Please indicate by means of an "X" in the appropriate box on the left, which of the following applications is/are being applied for

|  |   |                   |      |      |   |    |   |
|--|---|-------------------|------|------|---|----|---|
|  | 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 |
|  | Exceeding permissible site coverage                                     |                   | From |      | % | To | % |
|  | Exceeding maximum permitted bulk / floor factor / no of habitable rooms |                   | From |      |   | To |   |
|  | Exceeding height restriction  |                   | From | m    |   | To | m |
|  | Exceeding maximum storey height   |                   | From | m    |   | To | m |
|  | Consent/Conditional Use/Special Development                             |                   |      |      |   |    |   |
|  | To permit.....  |                   |      |      |   |    |   |
|  | in terms of Section.....of the..... Zoning Scheme Regulations           |                   |      |      |   |    |   |
|  | Other (please specify)  | <hr/> <hr/> <hr/> |      |      |   |    |   |

Brief description of application :

---



---



---



---

Motivation : (in the event of complex applications, a separate and detailed motivation should be attached)

---



---



---



---



**SECTION F: LIST OF ATTACHMENTS AND SUPPORTING INFORMATION REQUIRED / SUBMITTED**

Please indicate by means of an "X" in the appropriate box, which of the following supporting documentation accompanies your application.

|   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| <ul style="list-style-type: none"> <li>Power of attorney / Company Resolution (Company owned property)</li> </ul> | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Site Development Plan consisting of the following: Site layout / Sketch plan (&amp; elevations) illustrating proposal (A4 or A3 format only)*</li> </ul> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>Bondholder's consent / Mortgagee's consent</li> </ul>                      | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Landscaping plan (A3)</li> </ul>   | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>Copy of Title deed*</li> </ul>   | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Copy of EIA/HIA/TIA / TIS/ MHIA or ROD</li> </ul>  | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>Conveyancer's certificate</li> </ul>                                       | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Completed abutting owner's consent forms</li> </ul>  | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>List of Title deed conditions to be removed / amended</li> </ul>           | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Home Owner's Association consent in writing &amp; stamp of approval on all plan pages</li> </ul>   | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>Motivation report / letter*</li> </ul>                                     | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Application fee / receipt</li> </ul>   | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>Land Use Map*</li> </ul>   | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Required no of documentation copies (min 4) / to be confirmed at Council prior to submission of application</li> </ul>                                   | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>Locality plan*</li> </ul>  | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>Other</li> </ul>   | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>Proposed Plan of Subdivision, Building plans or Site plan.</li> </ul>      | <input type="checkbox"/> | <ul style="list-style-type: none"> <li>_____</li> <li>_____</li> </ul>  | <input type="checkbox"/> |

**\*NB: REQUIRED FOR ALL LAND USE (REZONING, TEMPORARY DEPARTURE, CONSENT/CONDITIONAL USE) DEVELOPMENT APPLICATIONS**

**SECTION G : DECLARATION**

NOTE: If application made by person other than owner, power of attorney is required. If property is owned by more than one person, signature of each owner is required. Where owned by company / trust / other juristic person, certified copy of board of directors / trustees resolution is required.

I hereby certify that the information supplied in this application form is correct and that I am properly authorized to make this application.

**Applicant's / Owner's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Full name:** \_\_\_\_\_