

MORETELE LOCAL MUNICIPALITY



OFFICE OF THE LED & PLANNING

APPLICATION SUBMITTED IN TERMS OF SECTION 4 (2) OF THE NATIONAL BUILDING REGULATIONS AND BUILDING STANDARDS ACT (103 OF 1977) FOR THE APPROVAL OF BUILDING PLANS

SECTION A: APPLICANT/AGENT AND OWNER (S) DETAILS

APPLICANT DETAILS			
Please indicate the type of applicant:			
Individual	<input type="checkbox"/>	Legal Entity / Other	<input type="checkbox"/>
Applicant Details			
Title			
Initial			
Surname			
Name(s)			
Contact Number			
Email Address			
Agent Details: Legal Entity / Other			
Name			
Registration number			
Representative name			
Professional Capacity			
Professional registration no:			
Physical Address(Work)			
Address Line 1 (street no)			
Address Line 2 (street name)			
Township		Postal Code	
Postal Address	PO Box	<input type="checkbox"/>	Physical Address (Home) <input type="checkbox"/>
	Private Bag	<input type="checkbox"/>	Physical Address (Work) <input type="checkbox"/>
Postal Number			
Township		Postal Code	
Agent Communication Details			
E-Mail Address			
Cell Phone			
Work Phone			
Fax			
Preferred Communication Type:	E-Mail	<input type="checkbox"/>	SMS <input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
DETAILS OF PLAN(S) SUBMITTED			
Property Description	Erf:		
	Portion:		
	Township/Place Name:		

TYPE OF BUILDING (NATURE OF OPERATIONS): (CLEARLY MARK WITH CROSS) (X)			
Residential/New Dwelling	<input type="checkbox"/>	Non-Residential	<input type="checkbox"/>
		Plan for Additional Alterations	<input type="checkbox"/>
a) Existing Area :	m ²	b) New Area:	m ²
c) Total Area (a& b):	m ²	d) Existing foot print:	m ²
e) New Foot Print	m ²	f) New Coverage:	%
g) Site Area:	m ²		
FOR OFFICE USE			
Plan Number			
Amount Received			
Receipt Number			
Date Received			
Application Received by			

DECLARATION BY THE APPLICANT/AGENT

I certify that:

All existing structures and their current uses have been indicated on the plans; All affected servitudes, services and street furniture have been indicated on the plans; All affected indigenous forest/thicket/tress occurring on, or in the immediate vicinity of, the property/in the road reserve abutting the property have been indicated on the plans and discussed with Dept of Agriculture, Forestry and Fisheries; Plans comply with National Building Regulations; There is no restriction in the Title Deed that would prevent the implementation of any stage of the plans; Plans are compliant in respect of the Moretele Spatial Planning and Land Use Management ByLaws and the Moretele Land Use Scheme, 2016; Plans are compliant with any relevant architectural design manual; and home owners association Constitution; Applicable provisions and conditions of approval with regard to rezoning or subdivisions are complied with.

The purpose for use is as indicated on the building plan.

I, being the registered Owner / Applicant of the property/ties declare that the above information is correct and that the required documents are attached.

I hereby acknowledge that the Moretele Local Municipality has the right to request additional information or documentation should it be deemed necessary to be able to make an informed decision.

I further hereby acknowledge that should not all the required documentation be submitted; the application shall not be considered.

SIGNATURE DATE:

OFFICIAL SIGNATURE..... DATE.....

MUNICIPALITY STAMP

CHECKLIST: OFFICIAL USE ONLY	
DOCUMENT ATTACHED	
Official Receipt of payment of the application fees	
Copy of the Building Plans coloured as provided for in the National Building Regulations	
A copy of the Title Deed of the Property, indicating any title restrictions/Ownership Details	
Proof of Town Planning Approval for any required departure/relaxation	
Zoning Certificate	

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BUILDING CONTROL: BUILDING PLANS CIRCULATION SHEET

Department	Dates		Assessment and Measurement	Final Approval Status
Town Planning	Received	Released	Date	Date

Comments:.....

2nd Submission Town Planning	Dates		Approval Status	
	Received	Released	Approved	Not Approved

Water and Sanitation	Dates		Approval Status	
	Received	Released	Approved	Not Approved

Roads and Stormwater	Dates		Approval Status	
	Received	Released	Approved	Not Approved

Environmental Health	Dates		Approval Status	
	Received	Released	Approved	Not Approved

Building Regulation	Dates		Approval Status	
	Received	Released	Approved	Not Approved

Fire Services	Dates		Approval Status	
	Received	Released	Approved	Not Approved

NB: All departments must note that only seven (7) days is allowed with this plan.

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COMPLETION CERTIFICATE

PLAN NO:.....

Engineering Certificate on completion of a building in terms of Section 14 (2(a)) of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977)

I, the undersigned, hereby confirm that I have complied with the regulations of my appointment as a professional Engineer, or approved competent person.

..... (Name of Firm) as accepted in the Certificate of Appointment, to carry out the structural design for(Description of Work) at (Description of Property – Stand and Village) and inspected the erection of the building and that is in accordance with the approval granted under Section 7 of the Act.

TYPE OF INSPECTION (Specify Fully)	DATE INSPECTED	SIGNATURE

I hereby certify that:

- All my conditions pertaining to the geological safety of the development have been met.
- All my conditions pertaining to the structural integrity, serviceability and safety of the building have been met.
- I have informed the owner in writing about the precautionary measures required to keep the whole development as far as possible, from a geological and civil engineering point of view.

Date & Signature of Engineer

Date & Signature: Registered Owner: Duly Authorised Representative