



SCHEDULE 12

LEPHALALE MUNICIPALITY DEVELOPMENT PLANNING DIRECTORATE SPATIAL PLANNING AND LAND USE MANAGEMENT DIVISION

APPLICATION FORM FOR AMENDMENT OF LAND USE SCHEME OR REZONING IN TERMS OF SECTION 54(1) OF THE LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW _ _ _ _

Please ensure that **ALL** sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application

1. AUTHORISED AGENT DETAILS

Company: _____

Surname: _____

Full names: _____ Initials: _____

Registration number (SACPLAN)*: _____

The below to be attached:-

- ✓ *SACPLAN registration certificate of an authorised agent.
- ✓ *SACPLAN registration certificate and written consent of a mentor (if applicable)

E-mail address: _____

Telephone number: _____

Cellular Phone number: _____

Fax number: _____

Physical Address: _____

_____ Postal Code: _____

Postal Address: _____

_____ Postal Code: _____

3. PROPERTY INFORMATION

Registered owner: _____

Street Address: _____

Postal Address: _____

_____ Postal Code _____

Township: _____ Erf number: _____

Property Size (in m²): _____

Current/existing		Proposed	
Zoning		Zoning	
Land Use		Land Use	
Height		Height	
Density		Density	
Coverage		Coverage	
FAR		FAR	
Parking		Parking	
Building line(s)		Building line(s)	

Amendment Scheme: _____

Title Deed No.: _____ Bond (Yes/No): _____

If Yes specify Bond Account No.: _____

Bondholder's Consent: _____

Restrictive Title Deed Condition paragraph No.: _____

4. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee		Zoning map	
Covering letter		Land Use Map	
Application Form		Map 3 and scheme clauses	
Locality plan		Mineral Rights Holder's Consent (if applicable)	
Motivational memorandum		Affidavit (on expiry date of the advertisement)	
Company resolution (if applicable)		Site Notices/Placards	
Power of Attorney		Provincial Gazette Advertisements	
Title deed		Newspaper advertisements	
Bondholder's consent (if registered against the property)			

Signature of Applicant: _____ Date: _____



SCHEDULE 13

LEPHALALE MUNICIPALITY DEVELOPMENT PLANNING DIRECTORATE SPATIAL PLANNING AND LAND USE MANAGEMENT DIVISION

APPLICATION FORM FOR REMOVAL, AMENDMENT OR SUSPENSION OF RESTRICTIVE OR OBSOLETE CONDITION, SERVITUDE OR RESERVATION REGISTERED AGAINST THE TITLE OF THE LAND IN TERMS OF SECTION 55(2) OF THE LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW _ _ _

*Please ensure that **ALL** sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

1. AUTHORISED AGENT DETAILS

Company: _____

Surname: _____

Full names: _____ Initials: _____

Registration number (SACPLAN)*: _____

The below to be attached:-

- ✓ *SACPLAN registration certificate of an authorised agent.
- ✓ *SACPLAN registration certificate and written consent of a mentor (if applicable)

E-mail address: _____

Telephone number: _____

Cellular Phone number: _____

Fax number: _____

Physical Address: _____

_____ Postal Code: _____

Postal Address: _____

_____ Postal Code: _____

2. PROPERTY INFORMATION

Registered owner: _____

Street Address: _____

Postal Address: _____
_____ Postal Code _____

Township: _____ Erf number: _____

Property Size (in m²): _____

Current/existing		Proposed	
Zoning		Zoning	
Land Use		Land Use	
Height		Height	
Density		Density	
Coverage		Coverage	
FAR		FAR	

Amendment Scheme: _____

Title Deed No.: _____ Bond (Yes/No): _____

If "Yes" specify Bond Account No.: _____

Bondholder's consent: _____

Restrictive Title Deed Condition paragraph No.: _____

**3. REMOVAL/AMENDMENT OR SUSPENSION OF A RESTRICTIVE OR OBSOLETE
CONDITION, SERVITUDE OR RESERVATION REGISTERED AGAINST THE TITLE OF THE
LAND**

Removal of
condition(s): _____

Amendment of restrictive
condition(s): _____

Suspension of a restrictive
condition(s): _____

Reason for removal/amendment or suspension:

Is the property(ies) is/are situated in a conservation area or has/have been included in a register of properties worthy of conservation:(Yes/no)_____

If Yes, specify_____

Does the property have any endangered plant or animal species which will be affected by the change? (Yes/No) If Yes, specify:

4. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee		Zoning map	
Covering letter		Land Use Map	
Application Form		Map 3 and scheme clauses	
Motivational memorandum		Mineral Rights Holder's Consent (if applicable)	
Company resolution (if applicable)		Affidavit (on expiry date of the advertisement)	
Power of Attorney		Site Notices/Placards	
Title deed		Provincial Gazette Advertisements	
Bondholder's consent (if registered against the property)		Newspaper advertisements	
Locality plan			

Signature of Applicant: _____ Date:_____



SCHEDULE 14

LEPHALALE MUNICIPALITY DEVELOPMENT PLANNING DIRECTORATE SPATIAL PLANNING AND LAND USE MANAGEMENT DIVISION

APPLICATION FORM FOR SUBDIVISION IN TERMS OF SECTION 57(2) OF THE LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW _ _ _

*Please ensure that **ALL** sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

1. AUTHORISED AGENT DETAILS

Company: _____

Surname: _____

Full names: _____ Initials: _____

Registration number (SACPLAN)*: _____

The below to be attached:-

- ✓ *SACPLAN registration certificate of an authorised agent.
- ✓ *SACPLAN registration certificate and written consent of a mentor (if applicable)

E-mail address: _____

Telephone number: _____

Cellular Phone number: _____

Fax number: _____

Physical Address: _____

_____ Postal Code: _____

Postal Address: _____

_____ Postal Code: _____

2. PROPERTY INFORMATION

Registered owner: _____

Street Address: _____

Postal Address: _____

_____ Postal Code _____

Township: _____ Erf number: _____

Property Size (in m²): _____

Current Land Use: _____

Current Zoning (Scheme): _____

Title Deed No.: _____ Bond (Yes/No): _____

If Yes in 3.8 specify Bond Account No.: _____

Bondholder's Consent: _____

Restrictive Title Deed Condition paragraph No.: _____

Size of the proposed division:

Portion No:	Panhandle/Servitude Area:	Total Area:
Total Area:		

3. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee	<input type="checkbox"/>	Title deed	<input type="checkbox"/>
Covering letter	<input type="checkbox"/>	Bondholder's consent (if registered against the property)	<input type="checkbox"/>
Application Form	<input type="checkbox"/>	Locality plan	<input type="checkbox"/>
Motivational memorandum	<input type="checkbox"/>	Subdivision Sketch Diagram (plan)	<input type="checkbox"/>
Company resolution (if applicable)	<input type="checkbox"/>		
Power of Attorney	<input type="checkbox"/>		

Signature of Applicant: _____ Date: _____



SCHEDULE 15

LEPHALALE MUNICIPALITY DEVELOPMENT PLANNING DIRECTORATE SPATIAL PLANNING AND LAND USE MANAGEMENT DIVISION

APPLICATION FORM FOR CONSOLIDATION IN TERMS OF SECTION 63 OF THE LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW _ _

Please ensure that **ALL** sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application

1. AUTHORISED AGENT DETAILS

Company: _____

Surname: _____

Full names: _____ Initials: _____

Registration number (SACPLAN)*: _____

The below to be attached:-

- ✓ *SACPLAN registration certificate of an authorised agent.
- ✓ *SACPLAN registration certificate and written consent of a mentor (if applicable)

E-mail address: _____

Telephone number: _____

Cellular Phone number: _____

Fax number: _____

Physical Address:

_____ Postal Code: _____

Postal Address:

_____ Postal Code: _____

2. PROPERTY INFORMATION

Registered owner: _____

Street Address: _____

Postal Address:

_____ Postal Code _____

Township: _____ Erf number: _____

Property Size (in m²): _____

Current Land Use: _____

Current Zoning (Scheme): _____

Title Deed No.: _____ Bond (Yes/No): _____

If Yes, specify Bond Account No.: _____

Bondholder's Consent: _____

Restrictive Title Deed Condition paragraph No.: _____

Size of the proposed division:

Portion No:	Panhandle/Servitude Area:	Total Area:
Total Area:		

3. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee	<input type="checkbox"/>	Title deed	<input type="checkbox"/>
Covering letter	<input type="checkbox"/>	Bondholder's consent (if registered against the property)	<input type="checkbox"/>
Application Form	<input type="checkbox"/>	Locality plan	<input type="checkbox"/>
Motivational memorandum	<input type="checkbox"/>	Consolidation Sketch Diagram (plan)	<input type="checkbox"/>
Company resolution (if applicable)	<input type="checkbox"/>		
Power of Attorney	<input type="checkbox"/>		

Signature of Applicant: _____ Date: _____



SCHEDULE 16

LEPHALALE MUNICIPALITY DEVELOPMENT PLANNING DIRECTORATE SPATIAL PLANNING AND LAND USE MANAGEMENT DIVISION

APPLICATION FOR SPECIAL CONSENT IN TERMS SECTION 66 (1) OF LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW _ _ _

*Please ensure that **ALL** sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

1. AUTHORISED AGENT DETAILS

Company: _____

Surname: _____

Full names: _____ Initials: _____

Registration number (SACPLAN)*: _____

The below to be attached:-

- ✓ *SACPLAN registration certificate of an authorised agent.
- ✓ *SACPLAN registration certificate and written consent of a mentor (if applicable)

E-mail address: _____

Telephone number: _____

Cellular Phone number: _____

Fax number: _____

Physical Address:

_____ Postal Code: _____

Postal Address:

_____ Postal Code: _____

2. PROPERTY INFORMATION

Registered owner: _____

Street Address: _____

Postal Address: _____

_____ Postal Code _____

Township: _____ Erf number: _____

Property Size (in m²): _____

Current/existing	
Zoning	
Land Use	
Height	
Density	
Coverage	
FAR	

• Title Deed No.: _____ Bond (Yes/No): _____

• If Yes, specify Bond Account No.: _____

• Bondholder's Consent: _____

• Restrictive Title Deed Condition paragraph No and condition:

• Existing number of dwelling units on the property (where applicable): _____

• Other land use rights or special exemption granted on the property:

_____ and please provide the date of approval, reference number etc. (A copy of the letter of approval can be attached if available):

• Are the rights mentioned above still being executed? _____

- Is the property classified by the National Monuments Council as a heritage and/or memorable place?
-

- Is the building on the property older than 50 years? _____

3. PROPOSED CONSENT USE

4. REQUIRED DOCUMENTS:

Please mark with an x			
Application fee	<input type="checkbox"/>	Zoning map	<input type="checkbox"/>
Covering letter	<input type="checkbox"/>	Land Use Map	<input type="checkbox"/>
Application Form	<input type="checkbox"/>	Locality plan	<input type="checkbox"/>
Motivational memorandum	<input type="checkbox"/>	Affidavit (on expiry date of the advertisement)	<input type="checkbox"/>
Company resolution (if applicable)	<input type="checkbox"/>	Site Notices/Placards	<input type="checkbox"/>
Power of Attorney	<input type="checkbox"/>	Provincial Gazette Advertisements	<input type="checkbox"/>
Title deed	<input type="checkbox"/>	Newspaper advertisements	<input type="checkbox"/>
Bondholder's consent (if registered against the property)	<input type="checkbox"/>		
	<input type="checkbox"/>		

Signature of Applicant: _____ Date: _____



SCHEDULE 17

LEPHALALE MUNICIPALITY DEVELOPMENT PLANNING DIRECTORATE SPATIAL PLANNING AND LAND USE MANAGEMENT DIVISION

APPLICATION FOR BUILDING LINE RELAXATION IN TERMS OF SECTION 66 (2) OF LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW _ _

Please ensure that **ALL** sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application

1. APPLICANT DETAILS

Company: _____

Surname: _____

Full names: _____ Initials: _____

Registration number of * Professional body (if applicable): _____

The below to be attached:-

- ✓ *registration certificate of an authorised agent.
- ✓ *registration certificate and written consent of a mentor (if applicable)

E-mail address: _____

Telephone number: _____

Cellular Phone number: _____

Fax number: _____

Physical Address:

_____ Postal Code: _____

Postal Address:

_____ Postal Code: _____

2. PROPERTY INFORMATION

- Registered owner: _____

- Street Address:

- Postal Address:

- Township: _____ Erf number: _____

- Property Size (in m²): _____

Current/existing	
Zoning	
Land Use	
Height	
Density	
Coverage	
FAR	

- Title Deed No.: _____
- Bond (Yes/No): _____, If Yes specify Bond Account No: _____
- Bondholder's name: _____
- Restrictive Title Deed Condition paragraph No.: _____
- Is the property classified by the National Monuments Council as a heritage and/or memorable place? _____
- Is the building on the property older than 50 years _____

3. PROPOSED BUILDING LINE RELAXATION

3.1. Relaxation of building line:

- Distance in **meters** (*not square meters*) of the proposed building(s) or structure (s) from erf boundaries where the building line (s) will be encroached:

- Which side of the property to be relaxed:

Mark with an X	
Rear	
Street Frontage	
Sides (<i>Specify which side</i>)	

- Give detailed reasons why building(s) or structure (s) cannot be erected Inside the building line:

4. REQUIRED DOCUMENTS:

Please mark with an x	
Application fee	
Covering letter	
Application form	
Title deed	
Power of Attorney (if applicable)	
Company resolution (if applicable)	
Zoning Certificate	
Site Development Plan	
Neighbours' Consent	

Signature of Applicant: _____ Date: _____



SCHEDULE 18

LEPHALALE MUNICIPALITY DEVELOPMENT PLANNING DIRECTORATE SPATIAL PLANNING AND LAND USE MANAGEMENT DIVISION

APPLICATION FOR TEMPORARY CONSENT IN TERMS OF SECTION 68 OF LEPHALALE MUNICIPAL SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW _ _ _

*Please ensure that **ALL** sections of this form are completed, all requested information and attachments are provided and labelled accordingly. Should any information as required be missing or incomplete, this may result in the rejection of the application*

2. APPLICANT DETAILS

Company: _____

Surname: _____

Full names: _____ Initials: _____

E-mail address: _____

Telephone number: _____

Cellular Phone number: _____

Fax number: _____

Physical Address:

_____ Postal Code: _____

Postal Address:

_____ Postal Code: _____

2. PROPERTY INFORMATION

• Registered owner: _____

• Street Address:

• Postal Address:

_____ Postal Code _____

- Township: _____ Erf number: _____
- Property Size (in m²): _____

Current/existing	
Zoning	
Land Use	
Height	
Density	
Coverage	
FAR	

- Title Deed No.: _____
- Bond (Yes/No): _____, If Yes specify Bond Account No: _____
- Bondholder's name: _____
- Restrictive Title Deed Condition paragraph No.: _____
- Is the property classified by the National Monuments Council as a heritage and/or memorable place? _____
- Is the building on the property older than 50 years _____

5. PROPOSED TEMPORARY CONSENT USE

6. REQUIRED DOCUMENTS:

Please mark with an x	
Application fee	
Covering letter	
Application form	
Title deed	
Power of Attorney (if applicable)	
Company resolution (if applicable)	
Zoning Certificate	
Site Development Plan	
Neighbours' Consent	

Signature of Applicant: _____ Date: _____

SCHEDULE 23

ADVERTISEMENT REQUIREMENT: Minimum notification procedures in terms of Section 85 of the Lephale Municipal Spatial Planning and Land Use Management By law _ _ _

Application	PROCEDURES				
	Local Newspaper	Provincial Gazette	Notice on the site and Photos	Adjacent properties owners notification	Person to submit application
Township Establishment in terms of Section 48(1) of the Lephale Municipal Spatial Planning and Land Use Management By-Law _ _ _	Yes ↪ once per week for two consecutive weeks; ↪ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	Yes ↪ once per week for two consecutive weeks; ↪ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	Yes for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.	Yes Directly adjacent and diagonal	An authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any other additional requirements by the Municipality may lead to a delay or even the rejection of the application, an owner is advised in his or her own interest to appoint a town planning consultant.
Amendment of land use scheme or rezoning in terms Of Section 54(1) of the Lephale Municipal Spatial Planning and Land Use Management By-Law _ _ _	Yes ↪ once per week for two consecutive weeks; ↪ at least two of the official languages of the Province most spoken in the area	Yes ↪ once per week for two consecutive weeks; ↪ at least two of the official languages of the Province most spoken in	Yes (for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not	Yes, directly adjacent and diagonal	An authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any other additional

	concerned (English and any other official language)	the area concerned (English and any other official language)	smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.		requirements by the Municipality may lead to a delay or even the rejection of the application, an owner is advised in his or her own interest to appoint a town planning consultant.
Removal, amendment or suspension of a restrictive or obsolete condition, servitude or reservation registered against the Deeds of Transfer of the land in terms of Section 55(2) of the Lephalale Municipal Spatial Planning and Land Use Management By-Law _ _ _ _	Yes ↳ once per week for two consecutive weeks; ↳ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	Yes ↳ once per week for two consecutive weeks; ↳ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	Yes (for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.	No	An authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any additional requirements by the Municipality may lead to a delay or even the rejection of the application, an owner is advised in his or her own interest to appoint a town planning consultant.
Subdivision in terms of Section 57(2) of the Lephalale Municipal Spatial Planning and Land Use Management	No	No	Yes for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The	Yes	An authorised agent. Note: this application could be a complex process and any deviation from the requirements

By-Law _ _ _			applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.		as set out in the By-law and any other additional requirements by the Municipality may lead to a delay or even the rejection of the application, an owner is advised in his or her own interest to appoint a town planning consultant or Survey consultant. In case of a town planning consultant, the plan/sketch or diagram should be drawn by a survey consultant.
Consolidation in terms of Section 63(1) of the Lephalale Municipal Spatial Planning and Land Use Management By-Law _ _ _	No	No	Yes (for a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the	Yes	An authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and any other additional requirements by the Municipality may lead to a delay or even the rejection of the application, an owner is

			distance across the road to show the visibility of the notice.		advised in his or her own interest to appoint a town planning consultant or Survey consultant. In case of a town planning consultant, the plan/sketch or diagram should be drawn by a survey consultant.
Consent use in terms of Section 66(1) of the Lephalale Municipal Spatial Planning and Land Use Management By-Law _ _ _	Yes ↪ once per week for two consecutive weeks; ↪ at least two of the official languages of the Province most spoken in the area concerned (English and any other official language)	No	Yes For a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter shall not be less than 6mm in height. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.	Yes	An authorised agent. Note: this application could be a complex process and any deviation from the requirements as set out in the By-law and land use scheme may lead to a delay or even the rejection of the application, an owner is advised in his or her own interest to appoint a town planning consultant.
Consent use in terms of Section 66(1) of the Lephalale Municipal Spatial	Yes ↪ once per week for two consecutive weeks; ↪ at least	No	Yes For a period of 30 days. The notice shall not be less than 60 cm by 42 cm in size and letter	Yes	An authorised agent. Note: this application could be a complex process and

<p>Planning and Land Use Management By-Law _ _ _ _</p>	<p>two of the official languages of the Province most spoken in the area concerned (English and any other official language</p>		<p>shall not be less than 6mm in height. It must be two official languages. The applicant must also submit two legible photos of the required notice, not smaller than half-postcard size. One close-up photo of the notice clearly showing the wording and one from the distance across the road to show the visibility of the notice.</p>	<p>any deviation from the requirements as set out in the By-law and land use scheme may lead to a delay or even the rejection of the application, an owner is advised in his or her own interest to appoint a town planning consultant.</p>
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