



**LEPHALALE
MUNICIPALITY**

A vibrant City and the Energy Hub

DEVELOPMENT PLANNING DIRECTORATE

BUILDING CONTROL DIVISION

LEPHALALE MUNICIPALITY GUIDE ON BUILDING WORKS

What you need to do before building

- Apply for zoning certificate to confirm the zoning, measurements, and any other information of the stand.
- Submit building plans at the municipal admin office and wait for the plan to be approved by council.

What to do after the plan has been approved

- Alert the municipality when you are about to start with the construction.
- Request the municipality to conduct the inspections of the followings:
 - Foundations
 - Slab
 - Sewer
 - and Final inspection
- Application form for final inspection is obtainable at the Building Control admin office and a booking must be made seven days before the inspection can be conducted.

Who is responsible for building inspections?

- The Development Act gives councils the power and responsibility for building inspections.
- Councils develop and adopt a building inspection policy for any building work within the area.
- The policy describes the level of inspections to be carried out on residential building work and should give details of any other building inspections that the council may undertake.
- Council will delegate authorised officials to go and conduct inspections when required.

Documents to be submitted prior to issuing of a certificate of Occupancy

- An original electrical certificate of compliance (COC)
- Engineer's completion certificate
- Gas certificate
- Glazing certificate
- Soil treatment certificate
- Plumbing certificate
- ITC Roof certificate
- And any other additional document that may be required by council

Building plan approval committee

- Town planner
- Building inspector
- Health inspector
- Electrical inspector
- Fire prevention officer

Non compliance

- Any person convicted of an offence under the National building Regulations and Standards Act 102 of 1977 shall be liable for a penalty as per the municipal by-laws.
- Failure to comply with the requirements of a notice issued for non-compliance may render you liable to prosecution.

What you need to do to formalise the existing structures in all Lephalale villages

- Submit an as-built plans for approval at the municipal admin office
- Pay the building fee and the basic fee
- Submission certificate
 - Electrical certificate of compliance (COC)
 - Gas certificate
 - Glazing certificate
 - Plumbing certificate
 - ITC roof certificate
 - Soil treatment certificate
 - Engineer's completion certificate
 - Any other additional document that may be required by council

For more information about building inspection policies, contact your council at:

Lephalale Municipality

Corner Joe Slovo and Douwater avenue

Civic centre-ONVERWACHT

Private Bag X 136

LEPHALALE

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Contact Number: 014 762 1469