



GREATER GIYANI MUNICIPALITY

TEL: 015 811 5500

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WEBSITE: www.greatergiyani.gov.za

**APPLICATION FORM FOR CONSIDERATION BY THE
GREATER GIYANI MUNICIPALITY IN TERMS OF THE
SPATIAL PLANNING AND LAND USE
MANAGEMENT BY-LAW OF THE GREATER GIYANI
MUNICIPALITY**

OFFICE USE ONLY

Application Fee	:
Date Received	:
Receipt Number	:
Delegated Planning Official	:
File Ref. No	:

1. NOTES:

- All Sections of this form **MUST** be completed
- Block letters **MUST** be used to type (*where applicable*)
- This form **MUST** be signed by the Registered Owner of the property or the Agent (*Applicants representative*)

2. TYPE OF APPLICATION *(Please tick the appropriate box)*

CATEGORY 1: LAND DEVELOPMENT APPLICATIONS	
Township Establishment/ Extension Of The Boundaries	
Rezoning	
Removal Of Restrictive Conditions	
Permanent Closure Of Any Public Place	
Other (Specify):	
CATEGORY 2: LAND USE APPLICATIONS	
Subdivision	
Consolidation	
Special /Written Consent Use	
Removal , Amendment Or Suspension Of Restrictive Title Conditions	
Other (Specify):	
CATEGORY 3: TRADITIONAL USE APPLICATIONS	
P.T.O (Permission To Occupy)	
Amendment of traditional use of communal land i.e. Spaza shop, crèche, cultural school etc.)	
CATEGORY 4: TEMPORARY USE APPLICATIONS	
Prospecting Rights	
Other (Specify):	

IS THIS A COMBINED APPLICATION (application seeking more than one planning authorization for development)	YES	NO
WILL THE DEVELOPMENT ADOPT A PHASED APPROACH	YES	NO

3. DETAILS OF THE APPLICANT

Is the applicant the only registered owner of the property concerned? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If not, attach Power of Attorney/ Company Resolution/ Trust Resolution from the registered owner(s) to the application. This is also applicable if the person who is applying is still in the process of obtaining the land unit and if the land unit is owned by a company or more than one person.	
Full Name(s) or Company Name	
Contact Details	
Email Address	
Physical Address	
Street Address	

4. OWNERSHIP DETAILS

Registered Owner: <i>(if not applicant)</i>	
Address:	
Phone Details:	
Email Address:	

4. PROPERTY DETAILS

Erf/Farm No:	Allotment Area:
Current Zoning:	Size:
Property Location: (Physical Address)	
Title Deed Number:	
Are there any restrictive conditions i.e. Title Deed Conditions etc.? <input style="float: right; margin-right: 20px;" type="checkbox"/> YES <input style="float: right; margin-right: 20px;" type="checkbox"/> NO	
If "YES", give details:	
Is the property bonded? <input style="float: right; margin-right: 20px;" type="checkbox"/> YES <input style="float: right; margin-right: 20px;" type="checkbox"/> NO <i>(if "YES" Bond Holder's Consent must be attached)</i>	
Is the present Zoning(s) of the property being utilised? <input style="float: right; margin-right: 20px;" type="checkbox"/> YES <input style="float: right; margin-right: 20px;" type="checkbox"/> NO How is the land currently utilised?	
.....	
Which uses and/or buildings are adjoining the property and what is the condition of such building?	
Is the subdivision of Agricultural Land Act, 1970 (Act 70 of 1970), applicable to the application?	
<input type="checkbox"/> YES <input type="checkbox"/> NO	
If "YES" furnish details and, or attach any necessary approvals obtained in terms of that Act.	
Does the proposed development invoke any provisions of the National environmental Management Act, 1998 (Act 107 of 1998)?	
<input type="checkbox"/> YES <input type="checkbox"/> NO	
If "YES" furnish details and, or attach any necessary approvals obtained in terms of the Act.	

5. APPLICATION DETAILS

Brief description of the proposed development: A detailed motivation **MUST** be attached, as set out in the motivation guideline under “**GENERAL INFORMATION**”.

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Does the proposal involve the entire land unit?

YES NO

If not, indicate the size of that portion of the land unit which is not involved and what it is being used for?

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Are there any developments (building, etc.) on the land unit?

YES NO

If “YES”, what is the nature and conditions of these improvements?

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Will the proposed application give rise to more families or persons residing on the land unit that is presumably the case, if so, how many more?

YES NO

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6. INFORMATION AND ATTACHMENTS INCLUDED

(Attachments are determined by the Application Type as indicated in the Checklist)

Detailed Motivation Report	YES	NO
Locality Map	YES	NO
Zoning Map	YES	NO
Power of Attorney (If Applicant is not the registered owner)	YES	NO
Bondholders Consent	YES	NO
Company/Trust Resolution	YES	NO
Copy of Title Deed/Deed of Grant	YES	NO
Proof of payment of application fee	YES	NO
SG Diagram	YES	NO
Site development Plan	YES	NO
Traffic Impact Assessment (TIA)	YES	NO
Record of Decision (RoD)	YES	NO
Proposed Subdivision/ Consolidation Plan	YES	NO
Administration/ application Fees	YES	NO
Layout Plan and/or Site Plan	YES	NO
Other (Specify)	YES	NO
<p>IF ANY OF THE DOCUMENTS REQUIRED TO BE SUBMITTED IS NOT ATTACHED, THE APPLICATION WILL NOT BE PROCESSED. GIVE REASONS WHERE THE ANSWER IS "NO".</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>		

7. DECLARATION BY THE APPLICANT

I hereby declare that the information submitted is correct.

Signature: _____ Date: _____

GENERAL INFORMATION

1. All applications **MUST** go through pre-consultation at the Town Planning Division. Pre-consultations may be done through the following address: sitholen@greatergiyani.gov.za or bamuzama@greatergiyani.gov.za
2. Unless the applicant requests otherwise, all correspondence regarding this application shall be in the language in which the Application Form has been designed.
3. An application will be deemed complete once all documents needed have been attached and the application accepted by the Municipality. However should there be additional documentation deemed necessary during the application process, the applicant/owner may be requested to respond with the timeframes given by the Municipality.
4. If at anytime during the Administration Phase the applicant fails to act or provide the necessary information within the time frames required by the Municipality, the application will be deemed to be refused by the Municipal Planning Tribunal or Authorized Official.
5. If an application requires approval in terms of various types of legislation and; tow or more of the application have to be advertised, the applicant must inform the Director: Planning and Development accordingly so that all applications may be advertised and submitted for approval simultaneously.
6. Applicants must note that until such time that an approval has been granted in writing, any correspondence or discussions pertaining to the application must not be regarded as an indication that it will in fact be approved/refused. Such discussions do not bind the Municipality in any way.
7. The Municipal Planning Tribunal (MPT) or Authorized Official reserves the right to have an approval declared null and void if it was based on incorrect information supplied by the applicant. Applicants must therefore ensure that all information about restricting factors that could influence the application is provided.
8. Motivation Report **MUST** address the following but not limited to:
 - a) Development Principles and Norms & Standards as contemplated in Chapter 2 of SPLUMA;
 - b) Consistency with the Spatial Development Framework Plan(s);
 - c) The public interest and the rights of all those affected;
 - d) Constitutional transformation imperatives and the related duties of the state;
 - e) The facts and circumstances relevant to the application;
 - f) The respective rights and obligations of all affected;
 - g) The state and impact of engineering services, social infrastructure and open space requirements;
 - h) Environmental impact (where applicable);
 - i) If the proposal is in accordance with the existing planning and the surrounding land uses of the area;
 - j) the influence of the proposal on the surrounding area;
 - k) the impact of the proposal in terms of heritage conservation;
 - l) the impact of the proposal on the traffic and/or parking of the area;
 - m) the influence of the proposal on surrounding facilities such as schools, open spaces and other community facilities if the application leads to an increase in the residents of the area;
 - n) the influence of the proposal on the existing character of the area and the rights of residents with regards to privacy, view, etc. and
 - o) the provision of services.

