



## BUILDING INSPECTORATE : MINOR BUILDING WORK APPLICATION

i.t.o. Regulation A1 (5) of NATIONAL BUILDING REGULATIONS ACT No. 103 OF 1977

<b>PROPERTY DETAILS</b>	<b>Erf No.</b>	<b>Suburb</b>
	<b>Street Address</b>	
	<b>Age of existing building (in years)</b>	
	<b>NOTE:</b> The OWNER is responsible for ensuring compliance with the National Heritage Resources Act, 1999, National Environmental Management Act, 1998, Local Government: Municipal Systems Act, 2000, etc. is complied with prior to submitting an application to the Local Authority for consideration. In respect of the National Heritage Resources Act, 1999, ANY & ALL development, but not limited to new structures, the demolition of and / or alterations or additions to structures, on sites that contain existing buildings older than 60 years, require permits to be obtained from Amafa aKwa-Zulu Natali prior to submission of an application to the Local Authority for consideration. Failure to comply may result in unnecessary delays.	
<b>PROPOSAL</b> Description of work	<b>Description of Minor Building Work to be carried out</b>	
<b>MBW FLOOR AREA</b>  m <sup>2</sup>	<b>FLOOR AREA</b> means the total covered plan area of all floors contained within the outer extremities of a building. The floor area for Submission Fee calculation is determined as follows: The floor area is taken as the total plan area of every floor measured from the external face of the external walls ( and the face of retaining wall in contact with the ground ) i.e.: overall dimensions of building are used for calculation of floor area, NOT internal room dimensions.	
<b>PROPERTY OWNER'S DETAILS</b> Non-compliance with the Submission Checklist will result in the Application being refused creating unnecessary delays for the Owner / Applicant.	<b>Owners Name</b>	
	<b>Physical Address</b>	
	<b>Postal Address</b>	
	<b>Cell Number</b>	<b>Email</b>
<b>DECLARATION BY OWNER</b> I/We declare that I/we have personally checked the Title Deeds or any other document for the property concerned and that the proposed work is not contrary to any restrictive conditions or servitudes applicable thereto. I/We further declare that the boundary beacon pegs conform to positions as per the applicable Approved SG Diagram. I/We further declare that the application does not conflict with any other applicable laws, e.g.: National Heritage Resources Act, 1999, National Environmental Management Act, 1998, Local Government: Municipal Systems Act, 2000, etc., and that ALL information as provided is true and correct. In the event of any contraventions, I/we will bear the sole responsibility to rectify the aforesaid contraventions.		
Owner's Signature: _____ Date: _____		
NOTE: The Owner / Applicant is responsible for tracking the status of the application once submitted to the Council. The Local Authority cannot guarantee that posted notifications will be received as this is the domain of the SA Post Office.		

### This application is to be accompanied by the following documentation:

1. Proof of ownership

2. A minimum size A4 Site Layout and Sketch of Proposal

(Where documentation requirement is not identified as BUILDING PLAN in the MBW Schedule)

Site Layout is to indicate position and overall dimensions of existing buildings and proposed MBW and dimensions of the MBW proposal from buildings and boundaries. Sketch to consist of a minimum of a plan, two elevations and section to indicate, size and height of proposal, method of construction and material from which constructed. This sketch does not have to be compiled by a competent registered professional.

## FOR OFFICIAL USE:

This application is accompanied by the following documentation:

Proof of ownership

Plans depicting the Floor layout, Site plan, elevations and section

Proof of payment

The above application has been approved in accordance with the City of uMhlathuze's Building Control Bylaw. Any deviation from the approved design and position of structure will result the approval being invalidated.

**APPROVED DATE**

**BUILDING CONTROL OFFICER** (Signature)