

**EMAKHAZENI LOCAL MUNICIPALITY**



**P.O. BOX 17  
BELFAST  
MPUMALANGA  
1100**

**TEL: (013) 253 1121  
FAX: (013) 253 1889**

***Application to consolidate erf***

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*In terms of the provisions of Section 92 (a) of the Ordinance of  
Town Planning and Towns (15 of 1986)*

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***(Must be completed in duplicate)***

**The Municipal Manager  
Emakhazeni Local Municipality  
P.O. Box 17  
Belfast  
1100**

Sir/Madam,

1. I/We the undersigned \_\_\_\_\_  
registered owner of the land described herein,

OR

I/We the undersigned \_\_\_\_\_

duly authorised person(s)/agent(s), do hereby apply in terms of Section 92 (a) of the Ordinance on Town Planning and Towns (15 of 1986), for the consent of the Council to subdivide the under-mentioned land, and submit the following particulars:

1. Full name of registered owner of the land \_\_\_\_\_  
\_\_\_\_\_
2. Full address of the registered owner \_\_\_\_\_  
\_\_\_\_\_
3. Full name of the applicant(s) agent \_\_\_\_\_  
\_\_\_\_\_

4. Full address of the applicant(s) agent \_\_\_\_\_  
\_\_\_\_\_
5. Full description of the land before the proposed subdivision  
\_\_\_\_\_
6. The size of the land before the proposed subdivision  
\_\_\_\_\_
7. Number and sizes of the proposed portions after subdivision  
\_\_\_\_\_
8. The land falls within the area of the Emakhazeni Town Planning Scheme in which the use and density of the land are as follows:  
\_\_\_\_\_  
\_\_\_\_\_
9. Present use(s) practised on the land \_\_\_\_\_  
\_\_\_\_\_

**B.** I/We submit herewith:

1. A cheque made out to Emakhazeni Local Municipality to the value of:  
  
**R 605.00**
2. A full motivation of, or reasons in motivation of the application.
3. A power of attorney from the registered owner of the property, should the applicant not be the owner, which authorises the applicant to submit an application.
4. A company resolution if the application is made on behalf of a company.
5. A typewritten certified copy or clear and legible photocopy of the Title Deed under which the erf to be subdivided is held.
6. Two legible copies of a sketch plan of the erf concerned and each adjoining property, drawn in black on a white background, signed by the applicant and indicating the following:
  - (i) the name of the ownership in which the erf is situated and the delineation of the proposed subdivide portions drawn to scale:
    - (aa) not smaller than 1:500 for erven smaller than 2000m<sup>2</sup> .

**(bb)** not smaller than 1:1000 for erven from 2000m<sup>2</sup> to 3000m<sup>2</sup>.

**(cc)** not smaller than 1:1500 for erven larger than 3000m<sup>2</sup>.

Provided that, pending on the case, the use of another scale may be authorised.

- (ii)** the north point.
- (iii)** the scale to which the sketch plan is drawn, and a legend which identifies each proposed subdivided portion by means of a figure.
- (iv)** the number(s) of the erf(ven) and each adjoining erf and if adjoining erf is not situated within the same township as the erf to be subdivided, the name of that other ownership.
- (v)** the approximate measurements of the relevant erf and of each subdivided portion.
- (vi)** the approximate area of the relevant erf land of each subdivided portion.
- (vii)** the situation of each building on the relevant erf and the approximate distance between the nearest wall and the street boundary and any other proposed sub-divisional line.
- (viii)** the number of storeys in each existing building which is situated within 5 meters of any proposed sub-divisional line.
- (ix)** the direction, by means of an arrow, of the slope of the roof of each building situated immediately adjacent to the proposed sub-divisional line.
- (x)** the nature of the building which fronts on the proposed sub-divisional line, the purpose for which any room on that side of a building which fronts on such line is used and the position of a door or window in a wall facing such line.
- (xi)** the approximate location of an existing conductor used for telephonic or electrical purposes or any transformer, structure or other obstruction relating thereto as well as

- any tree, fire hydrant or bus shelter on the street reserve adjoining the street frontage of such erf.
- (xii) where the cross slope of the street reserve on the slope of any proposed new access is more than 1:10, counters with intervals of 1 meter must be shown on the sketch plan.
  - (xiii) any building or structure or portion which the applicant intends demolishing.
  - (xiv) any natural water course which traverses the relevant erf.
  - (xv) where the relevant erf is situated in an area which is subject to flooding, the 50 year and 20 year flood line on the proposed subdivided portions.

**C.** In addition to the above, I/We accept the following:

1. If the application to the above is approved by the Council, any conditions may be imposed, concerning the following:
  - (a) payment of endowment
  - (b) existing buildings which do not satisfy the conditions or regulation of the Council, or the stipulations of an approved Town Planning Scheme, or title conditions as a result of the proposed subdivision, must be demolished, or changed by, or be paid for by the applicant, if so demanded by the Council.
  - (c) a subdivided portion must be fenced or partitioned off an one or more of the boundaries to the satisfaction of the Council.
  - (d) the applicant must provide the necessary services on the subdivided portions, or pay a reasonable amount for the provision of such services.
2. The applicant must submit two copies of the diagram of the subdivision to the Council within three months after it has been approved by the Surveyor General.
3. The applicant must, before he/she submits a deed of transfer, or a certificate of the registered title to the Register of Deeds, have the power of attorney of such transfer, or the application for such certificate endorsed by the Chief Town Planner to the effect that he is satisfied that the conditions imposed by the Council, depending of the case, or that arrangements are made with regard to such satisfaction, including the provision of guarantees

in connection with any conditions requiring the payment of an amount of money, are made to the satisfaction of the Council.

4. When the land is held in joint ownership, such application shall be signed by each registered owner of a share therein or by his authorised agent.
5. When the land is registered in the name of a partnership, such application shall be signed by one or more of the partnership or by a duly authorised agent.
6. If the applicant is a married woman she shall unless her husband's marital power has been excluded be assisted by him.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of applicant(s) or  
duly Authorised Agent**