

DEPARTMENT OF HOUSING, CITY PLANNING AND ENVIRONMENTAL MANAGEMENT

BUILDING CONTROL



**APPLICATION TO APPROVE BUILDING PLANS**  
(complete in black)/(fees are non-refundable)

PLAN NO:	OFFICE:
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**PROPERTY INFORMATION**

ERF NUMBER				ERF SIZE	
SUBURB				EXTENSION	
STREET NAME				STREET NO	
TYPE OF WORK TO BE EXECUTED	New	Addition	Alteration	Amended	
	New Proposal	Preliminary Sketch	Swimming Pool	Minor Building	
	Re-roofing	Tank Installations	Walls	Other	
TYPE OF BUILDING  * Delete if not applicable	*Dwellings/Duet's	Cluster Housing *Full/Sectional Title	Flats	Other Habitable	
	Offices	Number of units	Industrial	Sport/ Church Recreation	
	*School/Crèches	Shops Hospitals	Subdivision/ Consolidation	Other(specify)/ Temporary structures	
SITE DEVELOPMENT PLAN NO (if applicable)				*Addition/Main building	

**REGISTERED OWNER(S) OF PROPERTY**

FULL NAME			COMPANY NAME		
ID NUMBER			CO REG NUMBER		
POSTAL ADDRESS					
E-MAIL				POSTAL CODE	
TEL NUMBER		CELL NUMBER		FAX NUMBER	
SIGNATURE(S) OF REGISTERED OWNER(S)					

**ARCHITECT/DRAUGHTSPERSON INFORMATION**

FULL NAME			COMPANY NAME		
ID NUMBER			CO REG NUMBER		
POSTAL ADDRESS					
E-MAIL				POSTAL CODE	
TEL NUMBER		CELL NUMBER		FAX NUMBER	
*ARCHITECT'S/DRAUGHTSPERSON'S REGISTRATION NUMBER (SACAP) Tel: 011 794 8333					
SIGNATURE OF ARCHITECT/DRAUGHTSPERSON					

**AREA – NEW WORK**

MAIN BUILDINGS			OUTBUILDING		
AREA OF ADDITIONS			AREA ALTERATIONS		

**OFFICE USE ONLY**

TARIFF			VOTE NUMBER		
RECEIPT NUMBER			DATE		