

Stand no: _____ Date submitted: _____

Owner: _____ Cell no: _____

Architect/Draftsman: _____ Cell no: _____

Type of plan submitted:

New Build	Single Storey	<input type="checkbox"/>	Double Storey	<input type="checkbox"/>
Addition	Ground floor	<input type="checkbox"/>	First Floor	<input type="checkbox"/>
Alterations	Ground floor	<input type="checkbox"/>	First Floor	<input type="checkbox"/>
Size Category	New Build/Addition/Alteration > 75m ²		Addition/Alteration < 75m ²	
Details:				

Checklist:

Y/N

1. 3 Sets of full-colour Building Plans	<input type="checkbox"/>
2. Levy up to date	<input type="checkbox"/>
3. Scrutiny fee received <input type="checkbox"/> Amt:	

Building size/areas:

All in m ²		Dwelling & Outbuildings		New Patio/Balcony		Total
		New	Existing	Covered	Open	
		a	b	c	d	a+b+c
Ground floor	x					A
First floor	y					B
TOTAL NEW	x+y					C
Basement	z					
	Stand size		D			
	Coverage	%	A* ÷ D	*A= ground floor area, unless first floor cantilevers create a greater footprint as seen from above. Swimming pools are not part of the coverage		
	F.A.R.		C ÷ D			

PLAN NOT APPROVED*:		Date:	
PLAN APPROVED:		Date:	

Estate Assessor signature

*Assessment Check List:

No.	Item	X
01	- Building deposit not paid.	
02	- Submit three (3) sets of building plans with at least one coloured according to NBR (minimum A3).	
03	- Provide owner signature on the plan.	
04	- Indicate Ground and First Floor (if double storey) areas separately.	
05	- Indicate areas for covered patios and balconies.	
06	- Indicate all balconies & patios as covered or open.	
07	- Minimum house size 280m ² .	
08	- Indicate North correctly.	
09	- Additions & extensions: clearly indicate existing and new building area sizes.	
10	- Indicate and/or calculate Coverage correctly.	
11	- Coverage for single storey maximum 50%, or 60% as approved by the local authority.	
12	- Coverage for double storey maximum 40%, or higher if FAR is 0.6.	
13	- Indicate and/or calculate FAR correctly.	
14	- FAR not to exceed the maximum of 0.6.	
15	- Provide Engineer appointment certificate or SANS 10400 Form 2.	
16	- Provide the Engineer signature on the plan.	
17	- Indicate building lines correctly: sides 2m / rear 3m / front 5m.	
18	- Provide neighbours' consent for first floor balconies.	
19	- Proposed building not to transgress building lines. If required, consent from neighbours and approval from HOA and Tshwane must be obtained.	
20	- Servant's Quarters are to be screened off with a 2.1m wall OR 90° entry off the lobby.	

No.	Item	X
21	- Indicate the height of existing boundary walls	
22	- Boundary & screen walls not to exceed the maximum of 2.4m.	
23	- First floor balcony(ies): provide consent from the affected neighbour(s), to be signed on the plan.	
24	- Provide colour sample(s) of external paint(s).	
25	- Indicate roof and/or window frame material and colour.	
26	- Roof not flat concrete.	
27	- Indicate roof height on elevations and sections.	
28	- Roof height not to exceed the maximum of 8.5m.	
29	- No unpainted reflective roof sheeting including IBR or metal profiled roofing that is not factory pre-painted.	
30	- Plumbing above screen/boundary wall to be covered by duct. Indicate duct material & colour.	
31	- Indicate additions and outbuildings to match main/existing house roofing & finishes.	
32	- Indicate the location of air-conditioning split units and solar geysers ito of visibility from the street.	
33	- No shade netting, lean-to's, temporary carports, or "Wendy" houses.	
34	- No external burglar bars.	
35	- Natural contours not to be increased by more than 500mm.	
36	- Provide swimming pool section.	
37	- Swimming pool should be cordoned off with self-closing gates and specified as adhering to the SANS regulations.	
38	- Indicate swimming pool overflow/backwash water flow direction and dispersion.	
39	- No security spikes, razor wire, electric fencing, prefab walls, or any similar devices on the boundary walls.	
40	- Indicate paving as cobble/concrete bricks. Half-brick paving design to be indicated. No imprint or asphalt (tar) paving.	
41	- Provide a beacon certificate from a registered land surveyor that confirms the correct locations of the corner markers of the stand.	

Additional comments:

Approved by Board of Directors: YES NO

Signature

Date