

APPLICATION FORM 1: VARIATIONS



APPLICATION FOR VARIATIONS

AS PER CLAUSE 1.5 OF THE EZULWINI TOWN PLANNING SCHEME 2018

Complete Sections A to D in Block Letters

SECTION A

DETAILS OF APPLICANT / AUTHORISED AGENT

Name & Surname:	
Postal Address:	
Telephone: ()	Cellular Phone: ()
Facsimile: ()	Email Address:

SECTION B

REGISTERED OWNER OF THE PROPERTY

Name & Surname:	
Physical Address (where reside):	
Postal Address:	
Telephone: ()	Cellular Phone: ()
Facsimile: ()	Email Address:

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SECTION C

DETAILS OF PROPERTY(S)

Street Address & Township (including Extension):		
Plot Number (as per Deeds Register):		
Rate Clearance Certificate Number:		
Value of Property as per latest Valuation Roll:		
Value of Land:	Value of Improvements:	Total Value:
E	E	E
Is Property(s) subject to Mortgage Bonds (State Details):		
Existing Land Use Zone:		
Existing Land Use Description:		

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SECTION D

BUILDING RESTRICTIONS

Existing Building Restrictions						
Height & Stories		Setbacks (Minimum in metres)			Plot Coverage %	FAR
Max # Stories	Max Height	Front	Side	Rear	Max	Max
Proposed Building Restrictions						
Height & Stories		Setbacks (Minimum in metres)			Plot Coverage %	FAR
Max # Stories	Max Height	Front	Side	Rear	Max	Max
Parking Restrictions						
Applicable Land Use:						
From:				To:		



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I, the undersigned, certify that, to the best of my knowledge, the information provided in this Form is correct.

.....
Full Name

.....
Signature of Applicant or Authorised Agent

.....
Submission Date

COMMISSIONER OF OATH

.....
Date Received

.....
Official Signature

FOR OFFICE USE ONLY

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SECTION E

MAIN MOTIVATION REPORT

A Motivation Report must be submitted in the following format (TWO COPIES):

A. Introduction

B. Background Assessment

- a) Describing the circumstances causing the need for deviation from the requirements of the Code.

C. Motivation

- a) Desirability and Impacts of the proposed deviation.

D. Conclusion

SECTION F

APPENDICES TO ACCOMPANY THE MAIN MOTIVATION REPORT

The following should accompany the Application (TWO COPIES):

- 1) Title Deed(s) – obtain Certified Copies from the Deed's Office
- 2) Land-Legal Agreements - if applicable
- 3) Letter of Authorisation – obtain from Ezulwini Town Council
- 4) Official Property Certificate
- 5) Photographs to indicate the circumstances
- 6) Location Map
- 7) Proposed Development Plans such as Architectural, Layout Details with Building Restrictions to demonstrate future uses.

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SECTION G

APPLICATION PROCEDURE NOTES

The following should accompany the Application Form:

- 8) Prior to lodging your application, consult the Ezulwini Town Council's Town Planning Department about the proposed development for preliminary approval by the Local Authority.
- 9) Obtain an Official Property Certificate from the Ezulwini Town Council.
- 10) Submit a Motivation Report as per Clause 1.4 Section (d) of the Ezulwini Town Planning Scheme of 2018 and attach the full set of appendices as listed in Section F of Form 1.
- 11) Advertise as per the requirements of Clause 1.4 of the Ezulwini Town Planning Scheme of 2018.
- 12) Submit proof that the required notice has been published in a locally circulating newspaper and on site.

Following the 21 day Public Review Period, the Ezulwini Town Council shall consider the application (taking cognisance of any objections / comments received from public and other interested parties, and process its approval / conditional approval / denies within a period of 3 months from date of submission) in accordance to Clause 1.4 of the Ezulwini Town Planning Scheme of 2018.



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SECTION H

ADVERTISEMENT PROCEDURE NOTES

- 1) Obtain an On Site Public Notice from the Ezulwini Town Council stating in terms of the relevant law all the details of the proposed development.
- 2) Display the On Site Public Notice where it will be recognisable and maintain it on the property for a period of twenty-one (21) days.
- 3) Submit proof, by means of photographs, that the Public Notice was displayed on the site.
- 4) Publish the required Public Notice in a newspaper for at least once during each of two successive weeks within the twenty-one (21) days public review period.
- 5) Submit proof that the required notice has been published within a locally circulating newspaper during each of the two successive weeks.
- 6) Submit an affidavit to confirm that the prescribed notice was displayed on the property for the prescribed period of twenty-one (21) days.

SECTION H

SCHEDULE OF FEES

The following application fees are charged:

Variation	E600
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