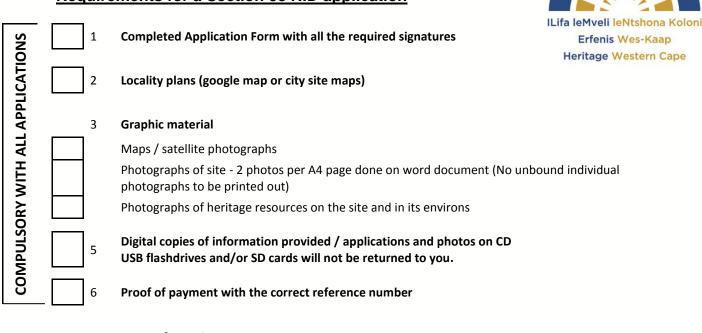
# Annexure A Check List for Sections 27, 31 and 34

COMPULSORY WITH ALL APPLICATIONS



_		1	Completed Application Form with all the required signatures	ILifa leMveli <mark>leNtshona Koloni</mark> Erfenis Wes-Kaap			
		2	Stamped, coloured up municipal plans (All plans to be folded to A4 size)	Heritage Western Cape			
			2 sets if municipality has digital capacity (1 for our records and 1 to take bac				
			5 sets if municipality is paper-based (1 for our records and 4 to take back to	council)			
		3	Locality plans (google map or city site maps)				
		4	Annotated Photos with labels – 2 photos per A4 page done on word docur photographs to be printed out) Internal	nent (No unbound individual			
			External				
			Street Images / Contextual (not google street view images)				
		5	Local Authority comments				
		6	Conservation Bodies Comments (Interested bodies that are registered and can be found at <u>www.hwc.org.za</u>	recognised by HWC) These			
			Comment from Body within 30 days of date of notification				
			If 30 days commenting period has passed, then proof of correspondence with	th Body			
		7	Digital copies of all plans / applications and photos on CD. USB flashdrives and/or SD cards <u>will not</u> be returned to you.				
		8	Proof of payment with the correct reference number				
		9	Proof of Ownership ie. Title deed				
			Power of Attorney must be submitted (if applicant is not the owner) authors on the owner's behalf	prizing the applicant to apply			
			A letter of authority from the Body Corporate is required if a Sectional Titl proposed work	e Unit indicating approval of			
		10	SG Diagrams				
		11	A motivation - strongly advised for significant buildings				
		12	Should any Bound documents be submitted please provide 2 copies				
			Extra Information				
		13	Any additional info that can assist the evaluation of application e.g. Histor	ical background			
			Re-submission (only where re-submission has been requested by HWC				
		1	With Re-submission				
			1x copy of the previously approved plans				
			Copy of the previous correspondence e.g. previous permit				
PLEASE NOTE ALL DOCUMENTATION WILL BE KEPT WITH THE EXCEPTION OF THE DRAWINGS AND COP ANY BOUND DOCUMENTS							
	HWC R	ESEF	RVES THE RIGHT TO ASK FOR MORE INFORMATION OTHER THAN THE ABOVI ECTION 38 NID APPLICATION & HIA SUBMISSION REQUIREMENTS	E REQUESTED ITEMS.			
			www.westerncape.gov.za/cas				
			Street Address Drotes Accurace Duilding Crees Market Cause Case Taur 2000 - Dest	Address: Driveto Der Y0067, Com Ta			
			<ul> <li>Street Address: Protea Assurance Building, Green Market Square, Cape Town, 8000 • Postal ,</li> <li>• Tel: +27 (0)21 483 5959 • E-mail: ceoheritage@westerncape.gov.za</li> </ul>	Address: Private Bag X9067, Cape To			
			Straatadres: Protea Assuransie-gebou, Groentemarkplein, Kaapstad, 8000 • Posadres: Privaal	tsak X9067, Kaapstad, 8001			
			• Tel: +27 (0)21 483 5959 • E-pos: ceoheritage@westerncape.gov.za				

## **Requirements for a Section 38 NID application**



Extra Information

Any additional info that can assist the evaluation of application e.g. Historical background

PLEASE NOTE ALL DOCUMENTATION WILL BE KEPT WITH THE EXCEPTION OF THE DRAWINGS AND COPIES OF ANY BOUND DOCUMENTS HWC RESERVES THE RIGHT TO ASK FOR MORE INFORMATION OTHER THAN THE ABOVE REQUESTED ITEMS.

## **Requirements for HIA Submissions in terms of Section 38(8)**

7

Executive Summary

2 Integrated Recommendations

Results of Consultation with Interested and Affected Parties



Specialist Studies when requested by HWC

5 Proof of payment with correct reference number

### PLEASE NOTE ALL DOCUMENTATION WILL BE KEPT WITH THE EXCEPTION OF THE DRAWINGS AND COPIES OF ANY BOUND DOCUMENTS HWC RESERVES THE RIGHT TO ASK FOR MORE INFORMATION OTHER THAN THE ABOVE REQUESTED ITEMS.

### P.T.O FOR SECTION 27, 31 & 34 APPLICATION REQUIREMENTS (Annexure A)

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