

## **Amnesty Application Form:**

### **PLANNING, DEVELOPMENT DEPARTMENT BUILDING INSPECTORATE SECTION**

#### **SECTION A: To be filled in by applicant**

Exemption of penalties charged in terms of Council resolution dated 31 May 2024 no.24/05/PD15.

**Please note that the owner shall, where applicable, be required to comply with the National Building Regulations and Standard Act (Act 103 of 1977 as amended) and this exemption does not exclude the owner to comply with any other legislation or By-Law requirements of the Municipality.**

**NB: Amnesty will only be considered in terms of the following:**

1. Previous owners built or extended their buildings without approved plans.
2. Revisions / alterations without approved plans.
3. Past incomplete inspections conducted with no final inspection and no Occupation Certificate issued.
4. Building plans never returned by owners, architects or draughtsman to the Department for final approval.

Name of Applicant: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Erf Number: \_\_\_\_\_

Subdivision: \_\_\_\_\_

Date of Application: \_\_\_\_\_

Telephone / Cell no. \_\_\_\_\_

Email address: \_\_\_\_\_

Sign \_\_\_\_\_

REF#

**SECTION B: To be filled in by Kouga Employees**

**PENALTY CALCULATIONS**

APPLICABLE TO PLAN NO:

|  |
|--|
|  |
|--|

LETTER OF MOTIVATION ATTACHED?

SITE INSPECTION REPORT

INVOICE FOR PENALTIES ATTACHED?

|     |    |
|-----|----|
| YES | NO |
| YES | NO |
| YES | NO |

UNAUTHORISED BUILDING WORK:

R .....

INSPECTION PENALTIES:

R .....

OTHER:

R .....

TOTAL:

R

EXEMPTION:

R .....

BALANCE:

R

APPLICATION APPROVED

|     |    |
|-----|----|
| YES | NO |
|-----|----|

DATE

|  |
|--|
|  |
|--|

ACTING SENIOR BCO: MR. A THORNE

SIGNATURE .....

MANAGER : MR. N.LAPPERT

SIGNATURE .....

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|     |    |
|-----|----|
| YES | NO |
|-----|----|