

ENGLISH

Process flow for the submission of applications for exemption of penalties in the case of previous owners building or extending without approved plans, incomplete inspections, and no final inspection or occupation certificate issued, you can follow these general steps:

1. Initial Inquiry:

- The process starts with an inquiry from the current owner or their representative regarding the penalties related to the property's building history. Possible request for information on the file- search fee.

2. Documentation Review:

- The Appointed registered professional reviews the property's files and local building authority to confirm the violations and penalties associated with the unauthorized or incomplete construction work.

3. Application Submission:

- The current owner applies for exemption of penalties, detailing the history of the violations, reasons for the discrepancies, and any supporting documents. Incl submission of building plans for approval.

4. Site Inspection:

- A site inspection must be scheduled/done by the owners representative to assess the current status of the property and verify the information provided in the application.

5. Submission of Inspection Report:

- Homeowners submit the inspection report to the local council or building authority

for review.

- Include any additional information requested by the council to support the request for amnesty.

6. Decision Making:

- The council evaluates the request, inspection report, and supporting documentation to make a decision on granting the amnesty.
- The council may consider factors such as safety risks, building code compliance, and the homeowner's cooperation during the process.

-Applicant to call for Final inspection to receive Occupation Certificate.

7. Notification of Decision:

- The council informs the homeowners of the decision regarding the request for amnesty.
- If the request is approved, the council may outline any conditions or requirements that need to be met for compliance.

8. Compliance and Follow-Up:

- If the request is approved, homeowners must comply with any conditions set by the council, such as obtaining retrospective permits or undertaking remedial actions.
- The council may conduct inspections to ensure compliance with the conditions set for granting the amnesty. (Request for Final Inspection-Issuing of OC.)

AFRIKAANS

In die loop van die proses om aansoeke om strafvrystelling in te dien in die geval van voormalige gebou-eienaars of uit te brei sonder goedgekeurde planne, onvolledige inspeksies en geen finale assessering of uitgereikte werksertifikaat nie, kan u hierdie algemene stappe volg:

1. Aanvanklike navraag:

Die proses begin met 'n navraag van die huidige eienaar of hul verteenwoordiger oor die boetes wat verband hou met die eiendom se bougeskiedenis. Moontlike versoek om inligting oor die lêer-soekfooi.

2. Dokumentasie-oorsig:

Die aangestelde geregistreerde professionele persoon hersien die eiendom se lêers en plaaslike bouowerheid om die oortredings en boetes wat verband hou met die ongemagtigde of onvolledige konstruksiewerk te bevestig.

3. Indiening van aansoeke:

Die huidige eienaar doen aansoek om vrystelling van boetes, waarin die geskiedenis van die oortredings, redes vir die teenstrydighede en enige stawende dokumente uiteengesit word. Incl voorlegging van bouplanne vir goedkeuring.

4. Terreininspeksie:

'n Terreininspeksie moet deur die eienaarsverteenwoordiger geskeduleer/gedoen word om die huidige status van die eiendom te bepaal en die inligting wat in die aansoek verskaf word, te verifieer

5. Voorlegging van inspeksieverslag:

Huiseienaars dien die inspeksieverslag by die plaaslike raad of bouowerheid in vir hersiening. - Sluit enige bykomende inligting in wat deur die raad versoek word om die versoek om amnestie te ondersteun.

6. Besluitneming:

Die raad evalueer die versoek, inspeksieverslag en stawende dokumentasie om 'n besluit te neem oor die toestaan van die amnestie. - Die raad kan faktore soos veiligheidsrisiko's, boukode-nakoming en die huiseienaar se samewerking tydens die proses oorweeg. -Aansoeker om finale inspeksie te vra om Okkupasiesertifikaat te ontvang

7. Kennisgewing van besluit:

Die raad lig die huiseienaars in kennis van die besluit rakende die versoek om amnestie. - Indien die versoek goedgekeur word, kan die raad enige voorwaardes of vereistes uiteensit waaraan voldoen moet word vir voldoening.

8. Nakoming en opvolg:

Indien die versoek goedgekeur word, moet huiseienaars voldoen aan enige voorwaardes wat deur die raad gestel word, soos die verkryging van terugwerkende permitte of remediërende aksies. - Die raad kan inspeksies doen om te verseker dat die voorwaardes vir die toestaan van die amnestie nagekom word. (Versoek om finale inspeksie-uitreiking van OC.)

XHOSA

Ukuhamba kwenkqubo yokungeniswa kwezicelo zokuxolelwa kwezohlwayo kwimeko yabanini bangaphambili bokwakha okanye ukwandisa ngaphandle kwezicwangciso ezivunyiweyo, ukuhlolwa okungaphelelanga, kwaye akukho kuhlolwa kokugqibela okanye isatifikethi somsebenzi esikhutshiweyo, unokulandela la manyathelo jikelele: Insert Translations of esikhutshiweyo,

1. Uphando lokuqala:

Inkqubo iqala ngophando oluvela kumnini wangoku okanye ummeli wabo malunga nezohlwayo ezinxulumene nembali yokwakha yepropathi. Isicelo esinokubakho solwazi kwifayile- intlawulo yokukhangela.

2. Ukuphononongwa kwamaxwebhu:

Utyunjwe obhalisiweyo oqeqeshiweyo uphonononga iifayile zepropathi kunye negunya lokwakha lasekuhlaleni ukuqinisekisa ukuphulwa kunye nezohlwayo ezinxulumene nomsebenzi wokwakha ongagunyaziswanga okanye ongaphelelanga.

3. Ukungeniswa kwesicelo:

Umnini wangoku ufaka isicelo sokuxolelwa kwezohlwayo, echaza iinkcukacha zembali yokuphulwa, izizathu zokungangqinelani, kunye nawaphi na amaxwebhu axhasayo. Incl ukungeniswa kwezicwangciso zokwakha ukuvunywa.

4. Ukuhlolwa kweSayithi:

Ukuhlolwa kwendawo kufuneka kucwangcise / kwenziwe ngummeli wabanini ukuhlola imeko yangoku yepropathi kunye nokuqinisekisa ulwazi olunikezelwe kwisicelo.

5. Ukungeniswa kweNgxelo yokuHlola:

Abanini bamakhaya bangenisa ingxelo yokuhlola kwibhunga lasekuhlaleni okanye kwigunya lokwakha ukuze lihlaziye. - Quka naluphi na ulwazi olongezelelweyo olucelwe libhunga ukuxhasa isicelo sokuxolelwa.

6. Ukwenza izigqibo: - Ibhunga livavanya isicelo, ingxelo yokuhlola, kunye namaxwebhu axhasayo ukwenza isigqibo malunga nokunikezelwa kokuxolelwa. - Ibhunga linokuqwalasela izinto ezifana nemingcipheko yokhuseleko, ukuthotyelwa kwekhowudi yokwakha, kunye

nentsebenziswano yomnini-khaya ngexesha lenkqubo. -Umfaki-sicelo ukubiza uhlolo lokugqibela ukuze afumane iSatifikethi soMsebenzi.

7. Isaziso seSigqibo:

Ibhunga lazisa abanini bamakhaya ngesigqibo malunga nesicelo sokuxolelwa. - Ukuba isicelo sivunyiwe, ibhunga linokuchaza nayiphi na imiqathango okanye iimfuno ezifuna ukufezekiswa ukuthotyelwa.

8. Ukuthotyelwa kunye nokuLandela:

Ukuba isicelo sivunyiwe, abanini bamakhaya kufuneka bathobele nayiphi na imiqathango ebekwe libhunga, njengokufumana iimvume zokubuyisela emva okanye ukwenza amanyathelo okulungisa. - Ibhunga lingaqhuba uhlolo ukuqinisekisa ukuthotyelwa kweemeko ezimiselwe ukunika ukuxolelwa. (Isicelo sokuHlola okuGqibelayo-Ukukhutshwa kwe-OC.)

