

**APPLICATION FORM I****KWAZULU-NATAL****AMAFA AND RESEARCH  
INSTITUTE**THE KZN PROVINCIAL HERITAGE  
RESOURCES AUTHORITY

Ref:
Date Received:
Application no:
Approved: <span style="float: right;">Not Approved:</span>
Date of Permit:
Permit No:

**APPLICATION IN TERMS OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018) FOR THE CONDONATION/ APPROVAL/RECTIFICATION OF THE UNLAWFUL COMMENCEMENT OR CONTINUATION OF WORK ON, OR DAMAGE TO, HERITAGE RESOURCES PROTECTED IN TERMS OF CHAPTERS 8 & 9 (sections 37 to 50, including both generally and specially protected heritage resources).**

This form is to be used for applications where work was commenced, alternatively completed without the prior written approval of the Institute in its capacity as the Provincial Heritage Resources Authority. If no work has been undertaken select the appropriate form from the website [www.heritagekzn.co.za](http://www.heritagekzn.co.za).

**NB: IT IS AN OFFENCE IN TERMS OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018) TO MAKE ANY FALSE STATEMENT OR FAIL TO PROVIDE REQUIRED INFORMATION IN THIS APPLICATION (Consult the attached guidelines before completing this form)**

THE ONUS IS ON THE APPLICANT TO ENSURE THAT THE CURRENT APPLICATION FORM IS USED. APPLICATIONS ON NON-COMPLIANT FORMS WILL NOT BE PROCESSED

**ALL APPLICATION FORMS, REQUIRED SUPPORTING DOCUMENTATION AND PROOF OF PAYMENT MUST BE SUBMITTED TO THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE AS PER THE GUIDELINES ATTACHED, THE TYPE OF CONTRAVENTION WILL DETERMINE THE METHOD OF SUBMISSION.**

**A. DECLARATION BY OWNER**

I, \_\_\_\_\_

(full names of owner/person authorized to sign) undertake strictly to observe the terms, conditions, restrictions, by-laws and directions under which the KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE may issue the written approval of the work to me.

Signature Place DURBAN NORTH Date 14.12.2022

**(The owner of the property must fill in these details and those in Section E: 3 and sign this document and any plans or other documents submitted in support of this application)**

**B. PROPERTY DESCRIPTION:**

Title Deed No.

Name of property/Project title:

Erf/Lot/Farm No:  
ERF 2854 DURBAN NORTH

GPS Co-ordinates

Street Address:  
27 STIRLING CRESCENT, DURBAN NORTHLocal Municipality  
ETHEKWINI MUNICIPALITYDistrict Municipality CENTRAL ENTITY  
Traditional Authority AreaCurrent zoning SPECIAL RESIDENTIAL  
(SR 1200)Present use RESIDENTIAL

**C. HERITAGE SIGNIFICANCE:** (complete sections appropriate to site)

**1. Status of Heritage Resources on the Site:**

<b>Permanent Protection:</b>	Heritage Landmark/ Provincial HL		Listed on the Heritage Register		Provisionally Protected (notice issued)		Site in a Protected Area
<b>Generally Protected site containing:</b>	Structures 60 years +	✓	Graves		Archaeological site Battlefield or rock art		Palaeontological material Meteor impact site

<b>2. Historical/Military Significance:</b>	The original house was built in 1967 and we are unable to determine the name of the architect responsible. It was designed as a 4 bedroomed home with an ensuite and dressing room. There was also a detached garage and maids rooms. There were many alterations carried out over the years with the most significant being in 1990 which brought about first storey addition and the enclosing of the yard between the main house and outbuilding. This changed the style of the home significantly. The cosmetic changes 2016 changed alot of the fenestration elements and the addition to the front patio in 2010 was significant in the change to the aesthetics of the south-east elevation although the architect did try to mimic the gable treatments.
<b>References</b>	See existing plans attached.

<b>3. Architectural Significance:</b>	Original date of construction: 1967
<b>Significance:</b>	As discussed in item 2 above, although the changes over the years can be seen immediately in the manner in which the additions were carried out eg. the main block of the house in the centre, the right-wing first storey and loft addition and the link between the main building and outbuilding, the dwelling is easy to the eye. It all seems to blend together seamlessly. The rooms flow together well and living spaces are open up to the massive front garden and pool area. It was one of the reasons why we were determined not to interfere with these harmonious aesthetics and chose position our addition at the back of the property.
<b>References</b>	see photographs and proposed plans attached.

<b>4. Archaeological Significance:</b>	N/A
<b>References</b>	

<b>5. Palaeontological Significance:</b>	N/A
<b>References</b>	

**D. WORK CARRIED OUT WITHOUT PRIOR APPROVAL**

<b>1. Purpose of Application:</b>	Damage/destruction/demolition	Alterations/Additions	✓
Redecoration	Disfigured Written/drawn on	Excavation	
Exhumation	Inundation	Development	
Collection/Removal from original site	Trade/export (heritage objects)	Restricted use of equipment s40(5)	
Consolidation/Subdivision	Amendment of Plan	Other	

<b>2. Existing Improvements made on site:</b>
The improvements have been outlined in item 3 below although all of the finishes in the additions have not been completed.

<b>3. Detail the work commenced/carried out</b>
Existing bathrms/ensuites were updated, the kitchen was re-designed and additional cupboard space was added, the existing bedroom on the nw side was made smaller to allow for a passage access to the additional bedroom. The existing covered patio was enclosed to create an ensuite to the existing bedroom, these were all proposed on the north-west side of the existing dwelling. The one maid's room was converted to a laundry and there were 2 sheds added for storage purposes. The addition of another bedroom includes an ensuite on the first storey and a gamesroom on the ground storey. An ensuite was added to the loft room by claiming existing roof space. There had been plans approved for the carport (1996) and its additions (2016) that we have only just located.
The structure for the work outlined above in the new proposal has already been completed although the finishes have not been completed as yet. However the finishes in the existing batrooms and kitchen have been completed.

<b>4. Motivation for work</b> (Please motivate fully why work was commenced without approval)														
When my clients took occupation of the site they were already in love with the property as it stood. She has 5 kids and the property provided her with sufficient accomodation to suit her needs. All she intended doing on site was a new kitchen, updating bathrooms, and the internal alterations to the maid's quarters. In the middle of August she was forced to add another room as she had lost her dad and her mum was in no condition to be left alone. We had completed and approved a design and layout that complimented the existing building as the client loved the style, especially the loft room, and wanted it repeated in the addition. The intention being that the loft space would be a 'chill space' for her older boys, now that granny was part of the household. (attached the initial design- Annexure A) Submission drawings were completed and handed over for signatures and prior to them being returned to me the client lost his mum and dad within a spce of a week from COVID. In the interim, the contractor commenced building work on the plan in his attempt to assist the client who was in no condition to even go on site. Once the clients did eventually visit the site they realised that the superstructure of the proposal was already up even though the plans had not even been submitted and that the addition bear no resemblance to what they had envisioned. The contractor had left a supervisor on site as he had been engaged on another project and unfortunately the lack of proper supervision had caused the deviation from what was intended. The clients acknowledged that the intention of the contractor had been to assist however the scale of the damage that the clients are attempting to rectify since then has caused the contractor and clients to part ways. The clients are now left with a structure that we are attempting to get approved.														
<table border="1"> <tr> <td>Status of work</td> <td>Commenced</td> <td style="text-align: center;">✓</td> <td>Stopped</td> <td> </td> <td>Completed</td> <td>STILL ONGOING</td> </tr> <tr> <td>Date commenced</td> <td>AUGUST 2021</td> <td>Date stopped</td> <td> </td> <td>Completion date</td> <td>STILL ONGOING</td> <td> </td> </tr> </table>	Status of work	Commenced	✓	Stopped		Completed	STILL ONGOING	Date commenced	AUGUST 2021	Date stopped		Completion date	STILL ONGOING	
Status of work	Commenced	✓	Stopped		Completed	STILL ONGOING								
Date commenced	AUGUST 2021	Date stopped		Completion date	STILL ONGOING									


**E. CONTACT DETAILS**

**1. CONTRACTOR (the person who has done or who will complete the work)**

NAME	AHMED DESAI of DESCON PROJECTS				
POSTAL ADDRESS	11 QUARRY PARK PLACE, RIVERHORSE VALLEY				
		POST CODE	4017		
TEL	031 514 3639	FAX/EMAIL	ahmed@desconsa.co.za		
CELL	072 387 3610	QUALIFICATIONS			
REGISTRATION OF INDUSTRY REGULATORY BODY:	NHBRC - 3000287384				

MASTER BUILDERS ASSOC. 33506

**2. ARCHITECTURAL PROFESSIONAL/ HERITAGE PRACTITIONER**

NAME	NAZLEEN SHAMOUN		
POSTAL ADDRESS	137 RILEY ROAD, ESSENWOOD, DURBAN		
		POST CODE	4001
TEL		FAX/EMAIL	
CELL	0832980646	PROFESSIONAL REG. NO.	ST0239
Author's Drawing Nos.			
SIGNATURE		DATE	14.12.2022

**3. OWNER OF PROPERTY** (Owner or delegated person to sign on the front of this form)

NAME	THE CAS SIDİYOT FAMILY TRUST		
POSTAL ADDRESS	27 STIRLING CRESCENT, DURBAN NORTH		
		POST CODE	4051
TEL	082 322 8036	FAX/EMAIL	cas@aceout.co.za

**4. DELEGATED AUTHORITY** (The name of the person authorized to act on behalf of a company or institution – Power or Attorney/proof of authorization to be attached)

NAME	CASSIM SIDİYOT		
TEL	082 322 8036	FAX/EMAIL	cas@aceout.co.za

**F. SUBMISSION FEE: R4000.00** (subject to annual increment on the 1 April)

The submission fee is payable to the Kwazulu-Natal Amafa And Research Institute by bank deposit/internet banking (EFT) and proof of payment must be submitted with the application.  
USE STREET ADDRESS/FARM NAME or DEVELOPMENT/PROJECT TITLE OR SAHRIS ID NUMBER AS REFERENCE  
**ACCOUNT DETAILS:**  
**ABSA BANK: Branch: ULUNDI Bank Code: 630330**  
 Account in the name of **AMAFA AKWAZULU-NATALI**  
**Account No. 40-5935-6024**

**G. PUBLIC PARTICIPATION:** (Contact details of Interested and Affected Parties Consulted - written opinion to be attached to form and drawings to be signed by I & A P. See Guidelines)

Name \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_

**H. CHECKLIST OF SUPPORTING DOCUMENTATION** (\*see guidelines)

APPLICATION FORM (COMPLETED & SIGNED BY OWNER & CONSULTANT)	✓
MOTIVATION/INCEPTION REPORT	✓
PHOTOGRAPHS*	✓
ORIGINAL/PREVIOUS DRAWINGS/REPORTS	✓
PLANS (X2 SETS FOR HARD COPY SUBMISSIONS) - NUMBERED AND COLOURED*	✓
1:50 000 MAP & SATELLITE AERIAL VIEW	
	KML FILE MAP
PROOF OF PROFESSIONAL ACCREDITATION (e.g. copy of accreditation card)	✓
APPOINTMENT LETTERS	✓
	CONSENT LETTER
PAYMENT/PROOF OF PAYMENT	✓

# KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE

THE KZN PROVINCIAL HERITAGE RESOURCES AUTHORITY  
(accredited in terms of the National Heritage Resources Act and established in terms of the  
KZN AMAFA AND RESEARCH INSTITUTE ACT (5 OF 2018))

GUIDELINES FOR THE PREPARATION OF APPLICATIONS FOR PERMITS IN TERMS OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018), CHAPTERS 8 & 9 (SECTIONS 37-50, including all generally and specially protected Heritage Resources) FOR THE CONDONATION/ APPROVAL/RECTIFICATION OF THE UNLAWFUL COMMENCEMENT OR CONTINUATION OF WORK ON PROTECTED HERITAGE RESOURCES. Please detach from the form before submission

NB: THE PROVISIONS OF SECTION 38 OF THE NATIONAL HERITAGE RESOURCES ACT (25/1999), COVERING DEVELOPMENTS, THAT WERE PREVIOUSLY EXCLUDED FROM THE KZN HERITAGE LEGISLATION HAVE BEEN INCLUDED IN THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018).

## APPLICATION FORMS

All applications must be made on the relevant official application form and must be accompanied by the relevant supporting documentation.

- A. DECLARATION:** The owner must sign the form and any accompanying documentation and must consent to submissions by a third party/agent.
- B. PROPERTY:** Include the name of the property where applicable: e.g. Government House. The street address or farm name and number is the key information and is used as a tracking device in the filing system. Where several street numbers apply to the site, all the numbers must be included.
- C. 1. SIGNIFICANCE:** Sites are permanently protected as Heritage Landmarks (ex-national monument status) or listed on the Heritage Register. Details of the significance are given in the Gazette notice proclaiming the status. Provide the Gazette Notice number or the listing number.  
**2. HISTORICAL SIGNIFICANCE:** a brief history of the occupation of the site and phases of construction, as well as an assessment of historical significance is necessary.  
**3. ARCHITECTURAL SIGNIFICANCE:** An assessment of the condition of the buildings/structures on the site must be given. Provide an analysis of the styles and phases of construction of the building, including alterations and additions and a statement of its architectural significance. A full status quo architectural report must be provided, together with the plans.  
**4. ARCHAEOLOGICAL SIGNIFICANCE:** An assessment of the condition and significance of the archaeological remains must be provided  
**5. PALAEOLOGICAL SIGNIFICANCE:** An assessment of the condition and significance of the palaeontological remains must be provided
- D. WORK CARRIED OUT WITHOUT APPROVAL:** Motivate and give full details of the work carried out and give reasons why this was done without obtaining heritage authority approval prior to commencement. Detail the work to be carried out – do not merely refer to the plans/report submitted. As this is a serious offence punishable through hefty fines and/or a prison sentence if not approved by the heritage authority the applicant must treat this process as if it were a court proceeding and provide as much evidence in mitigation as possible.
- E. CONTACT DETAILS:** All fields must be completed. **THE OWNERS MUST SIGN THE APPLICATION FORMS!! PERMITS ARE NOT TRANSFERABLE**
- G. PUBLIC PARTICIPATION:** the applicant will be notified of the level of public participation required and will have to bear the costs thereof. Neighbours within 100m, Ward Councillors, and Heritage Societies should be consulted in the case of demolition applications. All documentation submitted is retained for record purposes and interested and affected parties may apply to view the documentation.
- F. A SUBMISSION FEE** – a service fee determined by the Council of the Institute is payable on submission of all applications. This is not an admission of guilt fine and the Institute reserves its rights to prosecute offenders. The application will not be registered as submitted if the proof of payment is not attached to the application form. Ref the street address or farm name on the payment.

**\*SUPPORTING DOCUMENTATION: Only accredited professionals registered with their respective professional bodies may compile the supporting documentation. Permits may require their overseeing the work.**

FOR STRUCTURES: PLEASE REFER TO THE GUIDELINES CONTAINED IN FORM A which can be downloaded from the website [www.heritagekzn.co.za](http://www.heritagekzn.co.za) under the tab “Permits”

FOR ARCHAEOLOGICAL SITES: PLEASE REFER FORM D which can be downloaded from the website [www.heritagekzn.co.za](http://www.heritagekzn.co.za) under the tab “Permits”, AND TO THE SA HERITAGE RESOURCES AGENCY AND ASSOCIATION OF SOUTH AFRICAN PROFESSIONAL ARCHAEOLOGISTS GUIDELINES AND PRESCRIPTS FOR REPORTS AND WORK ON HERITAGE SITES, which can be downloaded from [www.sahra.org.za](http://www.sahra.org.za).

FOR PALAEOLOGICAL SITES: PLEASE REFER FORM D which can be downloaded from the website [www.heritagekzn.co.za](http://www.heritagekzn.co.za) under the tab “Permits”, AND TO THE SA HERITAGE RESOURCES AGENCY AND ASSOCIATION OF SOUTH AFRICAN PROFESSIONAL ARCHAEOLOGISTS GUIDELINES AND PRESCRIPTS FOR REPORTS AND WORK ON HERITAGE SITES, which can be downloaded from [www.sahra.org.za](http://www.sahra.org.za).

FOR DEVELOPMENT APPLICATIONS (NHRA Section 38 and KZN A & R I Section 41) REFER TO THE GUIDELINES ATTACHED TO FORM J which can be downloaded from the website [www.heritagekzn.co.za](http://www.heritagekzn.co.za) under the tab “Permits” AND THE GUIDELINES FOR HERITAGE REPORTS, which can be downloaded from [www.sahra.org.za](http://www.sahra.org.za).

**SUBMISSION OF APPLICATIONS:** Application forms can be downloaded from [www.heritagekzn.co.za](http://www.heritagekzn.co.za) – look under the “Permits” tab - download forms – Form I.

**APPLICATIONS FOR STRUCTURES:** Hard copy applications must be addressed to: The Head – Built Environment Section (not to an official’s name), Kwazulu-Natal Amafa And Research Institute, either delivered to 195 Langalibalele Street, Pietermaritzburg, 3201 or posted to BOX 2685, Pietermaritzburg, 3200. Electronic submissions can be made via email to [beadmin@amafapmb.co.za](mailto:beadmin@amafapmb.co.za) or uploaded to the Sahris system operated by the South African Heritage Resources Agency (confirm upload to [beadmin@amafapmb.co.za](mailto:beadmin@amafapmb.co.za)). Minor work applications can be brought into the Institute’s offices on a Monday between 09:00-15:00 and, where possible, they will be handled within about an hour, provided that the bearer waits for the permit or collects it on the same day.

**APPLICATIONS FOR MILITARY, ARCHAEOLOGICAL AND PALAEOLOGICAL SITES:** these applications must be uploaded to the Sahris system operated by the South African Heritage Resources Agency – go to [www.sahra.org.za/sahris](http://www.sahra.org.za/sahris). Remember to tick “Amafa” under the KZN Province so that the application lands in the correct inbox on the system. The owner’s details must be entered into the “Applicant” field and the professional’s details must be entered into the “Consultant” field.

**APPLICATIONS FOR DEVELOPMENTS RESTRICTED UNDER SECTION 41 (SECTION 38 OF THE NHRA):** these applications must be uploaded to the Sahris system operated by the South African Heritage Resources Agency – go to [www.sahra.org.za/sahris](http://www.sahra.org.za/sahris). Remember to tick “Amafa” under the KZN Province so that the application lands in the correct inbox on the system. The owner’s details must be entered into the “Applicant” field and the professional’s details must be entered into the “Consultant” field.

**NB:** there may be some overlap with regard to the historical and military sites, graves, memorials and sites containing ruins over 100 years of age or other structures. Applicants must use their discretion and follow the process that best suits the nature of the resources and the work carried out. If incorrect the receiving officer will direct the application to the most appropriate heritage officer.

**PROCESSING OF APPLICATIONS:** applications are processed in the order in which they are received, except during the December/January holiday break. Allow 90 days for processing of complex applications as these may be submitted to external reviewers before submission to the Council of the Institute. Lobbying of external reviewers will disqualify the application and the matter will be reported to the relevant professional bodies. Written responses to applications will be forwarded to applicants by email. Telephonic or e-mails enquiries will not generally be responded to.

**PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Allow 90 days from the receipt of all required documentation**