



APPLICATION FORM H

| | |
|-----------------|---------------|
| Ref: | |
| Date Received: | |
| Application no: | |
| Approved: | Not Approved: |
| Date of Permit: | |
| Permit No: | |

PERMIT APPLICATION IN TERMS OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018) FOR THE DAMAGE, ALTERATION, REDECORATION, REMOVAL, SUBDIVISION OR AMENDMENT OF ANY PLAN OF SITES PERMANENTLY PROTECTED UNDER SECTIONS 44, 45, 46, 47 AND 49 OF CHAPTER 9 (INCLUDING ANY SITE IN RESPECT OF WHICH A NOTICE HAS BEEN GIVEN OF THE INTENTION TO CONFER SUCH STATUS THEREON)

THE ONUS IS ON THE APPLICANT TO ENSURE THAT THE CURRENT APPLICATION FORM IS USED. APPLICATIONS ON NON-COMPLIANT FORMS WILL NOT BE PROCESSED: Application Form H(a) must be used for applications for alterations to memorials. Form I must be used if work has commenced, alternatively been completed without a permit

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)

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 INTERVENTION WILL DETERMINE THE METHOD OF SUBMISSION.

A. DECLARATION BY OWNER

I, SIBUSISIWE SIXOLILE NGIBA

(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 permit to me.

Signature

Place LADYSMITH

Date 09-05-2023

(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 (provide full cadastral information):

| | |
|---|--|
| Name of property: <u>Ladysmith Town Hall</u> | Title Deed No. <u>T888/1900</u> |
| Erf/Lot/Farm No: Portion of Erf 1 | GPS Co-ordinates <u>-28.55930128, 29.78075627</u> |
| Street Address: <u>151 Murchison Street, Ladysmith, 3370</u> | |
| Local Municipality <u>Alfred Duma Local Municipality</u> | District Municipality <u>UThukela District Municipality</u> |



| | |
|---|---------------------------------|
| Current zoning Municipal and Government | Present use Ladysmith Town Hall |
|---|---------------------------------|

| |
|---|
| Detail of Structures or improvements on site |
| Clear-view fence on the South Western boundary of the blue stoned Town Hall |
| |
| |
| |

C. SIGNIFICANCE:

1. Status of the Site:

| | | | | |
|---|------------------------------|---|---------------------------------|----------------------|
| Heritage Landmark | Provincial Heritage Landmark | X | Listed on the Heritage Register | Heritage Conservancy |
| Provisionally Protected (notice issued) | | Government Gazette Notice of Protection | | |

2. Historical/Military Significance:

| |
|--|
| The building is directly associated with two 6 inch Howitzers named Castor and Pollux placed in front of the entrance on Murchison Street and two British naval guns on the Queens Street side, which served as the Boers heavy artillery during the Anglo Boer War. The LadysmithTown Hall was utilized as battle hospital during the Seige of Ladysmith. |
| References |

3. Architectural Significance:

| |
|--|
| Original date of construction: 1883 |
| Significance: Ladysmith Town Hal consists of the original town hall built of the dolerite (blue stone) with sandstone quoins and decorative mouldings, columns, etc. and a new town hall built of red brick under a Marseilles tiled roof that was added in 1923, following a nationwide architectural competition |
| References |

4. Archaeological Significance:

| |
|------------|
| N/A |
| |
| |
| |
| References |

5. Palaeontological Significance:

| |
|-----|
| N/A |
| |
| |



| |
|------------|
| |
| |
| References |

D. PROPOSED WORK

1. Purpose of Application (Indicate the reason by marking the relevant box)

| | | | | |
|---------------------------------------|---------------------------------|-------------------------------------|------------------------------------|--|
| Damage/destruction/demolition | Alterations/Additions | <input checked="" type="checkbox"/> | Redecoration | |
| Excavation | Exhumation | | Write/draw on | |
| Collection/Removal from original site | Trade/export (heritage objects) | | Restricted use of equipment s40(5) | |
| Development | Consolidation/Subdivision | | Amendment of Plan | |

2. Motivation for proposed work (Please motivate fully – on a separate sheet if necessary)

| |
|--|
| <p>The Ladysmith Town Hall was conferred Grade II Provincial Landmark Status in terms of subsection 7 of the Nation Heritage Resource Act No. 25 of 1999. The details of the significance are given in the Gazette Notice NO. 15619 dated 05 April 1994, proclaiming the status. Therefore, the building has special protection under subsection 45 of the KwaZulu Natal AMAFA and Research Institute Act No. 5 of 2018.</p> |
| <p>The current status of the Ladysmith Town Hall is exposed to public vandalism as there are sides that are not fenced off. Upon inspection, it was found that the dead space along the South Western wall of the town hall has become a space for nuisance and a urinating area. The British naval guns on Queens Street are being used by the public as street furniture, therefore degrading the condition of the military artefacts.</p> |
| <p>In order to preserve the condition of the Provincial Landmark, the municipality is proposing to erect a fence to offset public misconduct while still promoting the visibility of the town hall.</p> |
| |
| |

3. Detail the alterations/additions/restorations proposed (Briefly outline the proposal)

| |
|--|
| <p>Alfred Duma Local Municipality is proposing to erect a clear-view fence on the South Western boundary of the Ladysmith Town hall. The fencing will include a vehicle access gate used for delivery vehicles, and an additional pedestrian gate to provide access for maintenance personnel. See attached Site Plan for the proposed design and dimensions for the proposed fence.</p> |
| |
| |
| |
| |
| |
| |
| |

E. CONTACT DETAILS

| |
|--|
| 1. CONTRACTOR (the person who will do the work) |
| NAME: The Contractor will be appointed through the municipal SCM Policy upon approval from AMAFA |

| | | |
|---|----------------|-----------|
| POSTAL ADDRESS | | POST CODE |
| TEL | FAX/EMAIL | |
| CELL | QUALIFICATIONS | |
| REGISTRATION OF INDUSTRY REGULATORY BODY: | | |

| | | |
|--|----------------------|-----------|
| 2. HERITAGE ARCHITECT/HERITAGE PRACTITIONER/CONSERVATOR | | |
| NAME N/A | | |
| POSTAL ADDRESS | | POST CODE |
| TEL | FAX/EMAIL | |
| CELL | SACAP/ASAPA REG. NO. | |
| Author's Drawing Nos. | | |
| SIGNATURE | | DATE |

| | | |
|---|--------------------------------|----------------|
| 3. OWNER OF PROPERTY (Owner or delegated person to sign on the front of this form) | | |
| NAME Alfred Duma Local Municipality | | |
| POSTAL ADDRESS PO Box 29, Ladysmith | | POST CODE 3370 |
| TEL 036 637 2231 | FAX/EMAIL mm@alfredduma.gov.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 Sibusisiwe Sixolile Ngiba | | |
| TEL 036 637 2231 | FAX/EMAIL mm@alfredduma.gov.za | |

| |
|---|
| F. SUBMISSION FEE: R800.00 (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. |
| ACCOUNT DETAILS: |
| ABSA BANK: Branch: ULUNDI Bank Code: 630330 |
| Account in the name of the KZN Amafa and Research Institute |
| Account No. 40-5935-6024 |
| <u>USE STREET ADDRESS/FARM NAME AS REFERENCE</u> |

| | |
|--|-----------|
| 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/Email |

| | |
|---|--|
| H. CHECKLIST OF SUPPORTING DOCUMENTATION (tick if submitted) | |
|---|--|



| | |
|--|---|
| APPLICATION FORM (COMPLETED & SIGNED BY OWNER & CONSULTANT) | ✓ |
| MOTIVATION/INCEPTION REPORT | ✓ |
| PHOTOGRAPHS | ✓ |
| ORIGINAL/PREVIOUS APPROVED DRAWINGS | |
| PLANS (X2 SETS) - NUMBERED AND COLOURED | |
| PROOF OF PROFESSIONAL ACCREDITATION (e.g. copy of accreditation card) | |
| PAYMENT/PROOF OF PAYMENT | ✓ |
| OTHER – FOLLOW RELEVANT GUIDELINES FOR BUILT ENVIRONMENT/ARCHAEOLOGY | |



KWAZULU-NATAL
AMAFA
 DEPARTMENT OF HERITAGE AFFAIRS



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 SECTIONS 42-46 OF THE KZN AMAFA AND RESEARCH INSTITUTE ACT (5 OF 2018) FOR DAMAGE, ALTERATION, REDECORATION, REMOVAL, OR ANY OTHER WORK, INCLUDING SUBDIVISION OR AMENDMENT OF ANY PLAN OF A HERITAGE LANDMARK, PROVINCIAL HERITAGE LANDMARK OR ANY SITE IN RESPECT OF WHICH A NOTICE HAS BEEN GIVEN OF THE INTENTION TO CONFER SUCH STATUS THEREON

Please detach from the form before submission

APPLICATION FORMS

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

Form H must be used for buildings that are proclaimed Heritage Landmarks (previously National Monuments) and buildings listed in the Heritage Register.

Form H(a) must be used for any work on any Memorials or Statues as protected under Section 47.

Form I must be used for approval of work undertaken on a building over 60 years of age at the time the work was started/completed prior to approval, irrespective of who undertook the work.

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 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 archaeological remains must be provided

D. PROPOSED WORK: Motivate and give full details of the proposed work. Details must be given of the work to be carried out – do not merely refer to the plans submitted.

E. CONTACT DETAILS: the contractor's details can be left out if unknown. All other 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, 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.

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. The application will not be registered as submitted if the proof of payment is not attached.

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 under the tab “Permits”

FOR ARCHAEOLOGICAL SITES: PLEASE REFER TO FORM D which can be downloaded from the website 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.

FOR PALAEOANTHROPOLOGICAL SITES: PLEASE REFER TO FORM D which can be downloaded from the website 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.

SUBMISSION OF APPLICATIONS: Application forms can be downloaded from www.heritagekzn.co.za – look under the “Permits” tab - download forms – Form H.

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 or uploaded to the Sahrís system operated by the South African Heritage Resources Agency (confirm upload to 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 PALAEOANTHROPOLOGICAL SITES: these applications must be uploaded to the Sahrís system operated by the South African Heritage Resources Agency – go to www.sahra.org.za/sahrís. 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**

