

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

Ref:

Date Received:

Application no:

Approved:

Not Approved:

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.

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

Nicole Muller

I, _____

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 Nicole MullerPlace Durban Date 20/01/2023

(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:	Title Deed No. 13291/94
Name of property/Project title: 32 Evans Road, Glenwood, Durban, 4001	
Erf/Lot/Farm No: Lot 7432	GPS Co-ordinates: -29.8673664,30.9900984
Street Address: 32 Evans Road, Glenwood, Durban, 4001	
Local Municipality: Ethekewini Municipality	District Municipality: N/A Traditional Authority Area: N/A
Current zoning: General Residential 1	Present use: Dwelling House

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

1. Status of Heritage Resources on the Site:

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

2. Historical/Military Significance:

None: See report attached

References

3. Architectural Significance:

Original date of construction: 1934

Significance: Not significant but more in terms of forming part a context of clay-tile, hipped- roof

Houses that make up the Glenwood peri-urban, built–environment of the Union period – see report attached.

Most of these had “front verandas” and hipped, terracotta tiled roofs.

References

4. Archaeological Significance:

N/A

References

5. Palaeontological Significance:

N/A

References

D. WORK CARRIED OUT WITHOUT PRIOR APPROVAL

1. Purpose of Application:	Damage/destruction/demolition	x	Alterations/Additions	x
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	

2. Existing Improvements made on site:
The changes that have been made to the house since the original construction are -
1987 – New boundary wall to Evans Rd, including garage doors and a round pool at the back
1988/89 - Ex. front steps removed. Balcony closed in for proposed TV room, pool shape changed
1992 – Renovation and extension of ex. pool and alterations to existing out building
Recent years – Veranda and bathroom added to the outbuilding (no approved plans)

3. Detail the work commenced/carried out
Ground Floor: Main House
Some internal walls in the livings space were demolished to make the space more open-planned
Addition of a staircase in the entrance lobby that leads to a new loft
Extension of the existing veranda, increased door opening, addition of scullery and guest wc
Reconfigure the entrance to the guest bathroom – en-suite
Loft:
The loft has been an additional floor which accommodates bedroom, en-suite and study room.
Replace or refurb all doors and all windows with white aluminium frames.
Upgrade the outbuilding and extend the veranda – add a modern bathroom

4. Motivation for work (Please motivate fully why work was commenced without approval)														
The work commenced without any approval because the house was burnt by fire in 2017 and the owner's were under time pressure as they had to move out. The construction therefore took place immediately. Also see report attached.														
The improvements were done as part of that process and to improve the quality of living in the house and provide additional accommodation – loft room, outbuilding bathroom & verandas														
Many of the original roof tiles were damaged in the fire, so the roof was tiled with new concrete roof tiles in a terracotta colour.														
<table border="1"> <tr> <td>Status of work</td> <td>Commenced</td> <td></td> <td>Stopped</td> <td></td> <td>Completed</td> <td>x</td> </tr> <tr> <td>Date commenced</td> <td>15.11.2017</td> <td>Date stopped</td> <td></td> <td>Completion date</td> <td>15.4.2018 with further minor work since</td> <td></td> </tr> </table>	Status of work	Commenced		Stopped		Completed	x	Date commenced	15.11.2017	Date stopped		Completion date	15.4.2018 with further minor work since	
Status of work	Commenced		Stopped		Completed	x								
Date commenced	15.11.2017	Date stopped		Completion date	15.4.2018 with further minor work since									

E. CONTACT DETAILS

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

NAME: Alan Smith of Ray's Builders	
POSTAL ADDRESS: 26 Glenugie Road, Pinetown	
	POST CODE: 3610
TEL:	FAX/EMAIL: raysbuilders1964@gmail.com
CELL: 084 2460041	QUALIFICATIONS:T4 Civils,
REGISTRATION OF INDUSTRY REGULATORY BODY: NHBC	

2. ARCHITECTURAL PROFESSIONAL/ HERITAGE PRACTITIONER

NAME: Amanda Lead	
POSTAL ADDRESS: 54 Edmonds Road, Glenwood, Durban	
POST CODE: 4001	
TEL:	FAX/EMAIL: info@leadarchitects.co.za
CELL: 083 2252378	PROFESSIONAL REG. NO.: Pr.Arch 5027
Author's Drawing Nos. 2305_4.1_001 – 2305_4.1_002	
SIGNATURE 	DATE: 20/03/2023

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

NAME: Nicole Muller	
POSTAL ADDRESS: 32 Evans Road, Glenwood, Durban	
POST CODE: 4001	
TEL:	FAX/EMAIL: NomadNicky@outlook.com

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: N/A	
TEL: N/A	FAX/EMAIL: N/A

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 N/A
 Telephone _____ Fax _____

H. CHECKLIST OF SUPPORTING DOCUMENTATION (*see guidelines)

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

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 under the tab “Permits”

FOR ARCHAEOLOGICAL SITES: PLEASE REFER 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 PALAEOLOGICAL SITES: PLEASE REFER 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 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 under the tab “Permits” AND THE GUIDELINES FOR HERITAGE REPORTS, 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 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 or uploaded to the Sahris 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 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. 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. 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