



## APPLICATION FORM A (STRUCTURES)

Ref: \_\_\_\_\_

Date received \_\_\_\_\_

Application No \_\_\_\_\_

Application approved \_\_\_ not approved \_\_\_

Date of permit/notification \_\_\_\_\_

Permit No \_\_\_\_\_

### PERMIT APPLICATION IN TERMS OF THE KZN HERITAGE ACT (SECTION 33(1)(A) FOR THE DEMOLITION, ALTERATION OR ADDITION TO A STRUCTURE WHICH IS, OR WHICH MAY REASONABLY BE EXPECTED TO BE OLDER THAN 60 YEARS

(Application form H must be used for alteration to structures permanently protected in terms of Section 37, 38, & 39 (Heritage Landmarks))

#### PLEASE NOTE

IT IS AN OFFENCE IN TERMS OF THE KWAZULU-NATALI HERITAGE ACT, 2008 TO MAKE ANY FALSE STATEMENT OR FAIL TO PROVIDE REQUIRED INFORMATION IN THIS APPLICATION (Detach and 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, DEVELOPMENT PROPOSALS, PHOTOGRAPHS, MOTIVATION, AND PROOF OF PAYMENT ARE TO BE DELIVERED TO: Amafa aKwaZulu-Natali, 195 LANGALIBALELE (LONGMARKET) STREET, PIETERMARITZBURG, 3201 OR POSTED TO: BOX 2685 PIETERMARITZBURG 3200. Enquiries 033-394 6543 or Fax 033-394 6552 (For proof of payment not applications)**

#### A. DECLARATION BY OWNER

I, \_\_\_\_\_ DEPARTMENT OF PUBLIC WORKS, KWAZULU NATAL Project Manager - Sithembiso, Thusi

(full names of owner/person authorized to sign) undertake strictly to observe the terms, conditions, restrictions, by-laws and directions under which Amafa aKwaZulu-Natali may issue the permit to me.

Signature \_\_\_\_\_

Place DURBAN Date 2013/05/20

(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:

1. Name of property: Bergville Prison Title Deed No. T15792/1977

2. Erf/Lot/Farm No: Portion of Erf 233, Bergville

Street Address: c/o South Street, Sharp Street and Short Street

Local Municipality Okhahlamba Municipality

District Municipality uThukela District Municipality

3. Current zoning Administration Present use Prison

## **C. SIGNIFICANCE:**

### **1. Original date of construction**

According to Okhahlamba Municipality the Erf 233 has been proclaimed in 1947 (SG no. 4996/47), with building activities after this period and the earliest recorded additions made was in 1961. The Government acquired the Erf 233, Bergville as state property in 1977 in accordance with Title Deed T15792/1977. The original construction date of the existing buildings housing Bergville Prison is unknown. However, taking the above mentioned time line into account the original date of construction may reasonably be expected to be estimated at approximately 1950. This makes the original structure older than sixty years and the application for demolition relevant for this project.

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**2. Historical Significance:** Various additions and alterations were executed on these buildings over the years in order to facilitate the growing demand of the prison and to comply with the changing norms and standards for prisons as per Department of Correctional Services. This in effect make large portions of the building not older than 60 years, however the original structure might have been. Accordingly this makes this application for demolition significant.

However, due to a variety of addition and alterations executed on these building over the past years the historical significance of the facility was badly affected. In our opinion these building in their current state carry very little historical significance except for the turret vents along the ridge line of the roof. This was presumably used for warm air extraction through grilles in the ceilings from the internal spaces of the buildings. Obviously all these ceiling grilles have been removed as it pose a security risk at a facility such as a prison.

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### **3. Architectural Significance:**

#### **GENERAL CONDITION OF BUILDINGS**

The existing prison buildings are in a poor condition due to neglect in terms of maintenance, water damage in walls and poor adaption of space usage.

#### **STYLE AND PHASES OF CONSTRUCTION**

As previously mentioned, several alterations and additions were required in order to facilitate the prison function in compliance with the changing norms and standards for prison as per Department of Correctional Services and the growing need of prison facilities. From an architectural point of view these changes were not executed with the most sensitivity towards the existing buildings and effectively influenced the esthetical value of the buildings negatively. Good examples thereof is the alterations to the kitchen which does not even has the same roof colour than the existing buildings and the offices on South Street of which the external wall is done in a brick not matching any other material in the complex.

In terms of the original style of the buildings it is evidently clear very little still remains of the original architectural language after the buildings have been upgraded. The changes required and effected to house the prison were obviously done in such a manner than to comply with the norms and standards for prisons at the time. This is evident when studying the window placements. Prison type windows had to be installed on a higher level at the time for improved security measures. Unfortunately this doesn't line up with any of the original windows in the buildings and cause an aesthetical precariousness.

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### **4. Urban Setting & Adjoining Properties:**

The Bergville Prison is located on the edge of the CBD of this small rural town. The Prison is adjoining a variety of small business properties on two sides (South Street and Sharp Street) across the street such as a Spar, a butchery, an attorney's office etc. Also you will find two suburb dwellings across South Street. Across Short Street is an institutional facility such as a health centre, but with its entrance from South Street. Due to the falling topography the site of this facility which lies much lower is visually quite divorced from the prison site. The forth side of the site adjoins with the remainder of Erf 233 housing the Magistrate's Court and the SAPS, all government institutions.

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

**DEMOLITION**

CONDITION	X	HEALTH REASONS		OTHER	X
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**ALTERATION**

CONDITION		MAINTENANCE		OTHER	
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**ADDITION**

EXTENSION		CHANGED USE		OTHER	
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**2. Motivation for proposed work (Please motivate fully – on a separate sheet if necessary)**

The application of the new generation prison model on the existing buildings is undoubtedly impossible. It can be debated that the existing prison buildings might be considered for re-use instead of demolished. Taking the condition of the existing structure into account, it is patently clear that for re-use of these buildings all walls with water damage will have to be broken down as the severe water presence in these walls cannot be remedied in any other manner than through replacement. Accordingly, if the existing prison buildings will be re-used to house another function at least 80% of the walls will have to be demolished and rebuilt in any case in order to remedy the water damage. The cost thereof makes these buildings in actual fact not viable for re-use.

Taking the all the above into account we are of the opinion that the existing Bergville Prison buildings have become obsolete in terms of future use as a compliant prison and is in need of replacement. Therefore, as a precautionary measure due to the unknown age of the original structure, please receive this application for demolition on behalf of our Client for your approval.

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

- 1) The existing prison buildings are not configured in such a way that it can be reused with the application of the new generation prison model. In the light of the fact that these buildings are old, dilapidated and non-compatible it is being proposed to be demolished.
- 2) The current operational prison is situated on the tighter section of the site and is extremely close to the adjacent building, which in this case is the Magistrate’s Court. This section of the site proves to be restrictive in terms of its dimensional proportions to accommodate the new generation prison model and does not allow for a service and supervision road reserve around the complex. Therefore it was decided to place the new proposed prison on the more spacious section on the site. By doing this the following will be achieved:
  - a) The new prison will be slightly more divorced from the adjacent buildings and thus security will be enhanced.
  - b) A service and supervision road reserve can be accommodated which is a requirement in terms of the new generation prison model.
  - c) The project can be phased. During the first phase the existing prison can stay in operation whilst the construction of the new prison takes place. On occupation of the new prison the second phase will commence with the demolition of the existing prison buildings. The third and final phase will be the construction of a Community Corrections Office and covered staff parking in the place of the demolished existing prison.
  - d) Sufficient space will be available to accommodate all functions as per the new generation prison model.


## E. CONTACT DETAILS

### 1. CONTRACTOR (the person who will do the work)

Not appointed yet. The project is still in Sketch Plan Stage.

NAME	
POSTAL ADDRESS	
	POST CODE
TEL	FAX
CELL	QUALIFICATIONS
REGISTRATION OF INDUSTRY REGULATORY BODY:	

### 2. ARCHITECT/ARCHITECTURAL TECHNOLOGIST/DESIGNER

NAME Bartsch Consult (Pty) Ltd - Braam van der Hoven	
POSTAL ADDRESS P.O. Box 762	
HARRISMITH	POST CODE 9880
TEL 058 622 3471	FAX 058 623 0844
CELL 083 454 9173	SACAP REG. NO. 3904
Author's Drawing Nos. 000-001-R07 Site Plan; 010-001-R08 Ground Floor Plan; 010-002-R03 COMCOR Office Block Plan; 010-100-R02 First Floor Plan; 014-001-R02 Roof Plan; 014-002-R01 Concrete Roof Layout; 020-001-R00 Sections AA and BB; 020-002-R00 Section CC; 030-001-R00 Complex Elevations; 030-002-R00 Yard elevations; 042-001-R00 Covered Parking Section; 100-H-R00 External Finishes Schedule	
SIGNATURE 	DATE 08-05-2013

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

NAME DEPARTMENT OF PUBLIC WORKS, KWAZULU NATAL Project Manager - Sithembiso, Thusi	
POSTAL ADDRESS Private Bag X54315	
DURBAN	POST CODE 4000
TEL 031 314 7140	FAX --- EMAIL Sithembiso.Thusi@dpw.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 Bartsch Consult (Pty) Ltd	
TEL 058 622 3471	FAX 058 623 0844

## F. SUBMISSION FEE: R600.00 (subject to annual increment on the 1 April)

The submission fee is payable to **Amafa aKwaZulu-Natali** by cheque or bank deposit/internet banking prior to the processing of this application.

Banking details in case of direct deposits:

**ABSA BANK: Branch: ULUNDI Bank Code: 630330**

Account in the name of **AMAFa AKWAZULU-NATALI**

**Account No. 40-5935-6024**

**NB:** Proof of payment to be forwarded (faxed, posted or delivered) to our office

**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** **YES NO**

APPLICATION FORM (COMPLETED & SIGNED BY OWNER & PLANS AUTHOR)	X	
MOTIVATION	X	
PHOTOGRAPHS	X	
ORIGINAL DRAWINGS	X	
PLANS (X2 SETS) - NUMBERED AND COLOURED	X	
PROOF OF PROFESSIONAL ACCREDITATION (e.g. copy of accreditation card)	X	
PROOF OF PUBLIC PARTICIPATION	N/A	
<b>PAYMENT/PROOF OF PAYMENT</b>	X	



## ***AMAFa aKWAZULU-NATALI***

### **GUIDELINES FOR THE PREPARATION OF APPLICATIONS FOR PERMITS FOR DEMOLITION OF, ALTERATION AND/OR ADDITIONS TO PROTECTED STRUCTURES (SECTION 33(1)(A) OF THE KZN HERITAGE ACT (4 OF 2008))**

Please read these guidelines carefully before preparing your application on Application Form A. Form H must be used for buildings that are proclaimed Heritage Landmarks (previously National Monuments) and listed buildings. For approval of unauthorised work already carried out, by whosoever and for whatever reason, form I must be used.

#### **APPLICATION FORMS**

A. All applications must be made on the relevant official application form and must be accompanied by the relevant supporting documentation. The owner must sign the application form and any accompanying plans or documentation.

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. **SIGNIFICANCE:** All structures over 60 years of age are protected.

1. The original date of construction is significant to the evaluation of the conservation worthiness of the building.
2. **HISTORICAL REPORT:** a brief history of the occupation of the site and phases of construction, as well as an assessment of historical significance is necessary. Do not assume that there is no significance – proof of such a statement must be provided.
3. **ARCHITECTURAL REPORT:** An assessment of the condition of the building should 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.
4. **URBAN SETTING & ADJOINING PROPERTIES:** It is important to describe the urban context in which the building is situated (supported by photographs of the surrounding buildings).

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.

**A SUBMISSION FEE OF R600.00 (subject to annual increment on the 1 April) PER APPLICATION MUST BE PAID**  
**THE OWNERS MUST SIGN THE APPLICATION FORMS!! PERMITS ARE NOT TRANSFERABLE**

**PUBLIC PARTICIPATION:** Amafa will determine the level of participation required and the owner will bear the cost.

<b>SUPPORTING DOCUMENTATION: Only Amafa and SACAP accredited professionals may compile the supporting documentation. Permits will require their overseeing the work.</b>
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**(NB:** All supporting documentation to be folded to A4 size, with plans folded showing the title block containing all details of the owner, architect/technologist/designer, SACAP registration no., drawing nos. (with all revisions indicated), date of drawings and signatures of the owners and the author. *Demolition applications must be supported by photographs, as required below, and concept drawings for the replacement building/s. The existing structures must be shown in dotted lines on the site plan with the new structures superimposed thereon.*)

#### **1. PHOTOGRAPHS OF EXISTING STRUCTURE/S AND SURROUNDINGS:**

Photographs must clearly illustrate the features of the affected building relevant to the application must be submitted. Photographs showing all the elevations/sides as well as general views showing the building in its context (streetscape and surrounding buildings) must also be provided.

## 2. PLANS:

Plans must be drawn by architects/designers registered with the South African Council for the Architectural Profession and accredited with Amafa. Two copies of the plans, coloured in accordance with the instructions below, must be submitted. One copy will be stamped and sent back to the architect/technologist/designer to submit to the Municipality. Plans should not be smaller than A3 size (210 x 297 mm) and should not be larger than A0 size (841 x 1 189 mm).

### 2.1. SITE PLAN

The site plan must be drawn in accordance with the approved surveyor's diagram of the site and must show: scale; the north point; the erf/property/farm number of the site; the location of the site and any structures on it in relation to surrounding roads, buildings and other features; existing buildings, structures, and pools on the site (coloured grey or uncoloured); proposed work (coloured red) and buildings or portions of buildings proposed for demolition (in dotted lines); and the extent of the declared area (in the case of a proclaimed property). An aerial view obtainable from "Google Earth" or the municipality is also very useful.

### 2.2. FLOOR PLANS, ELEVATIONS AND SECTIONS

Sufficient plans, elevations and sections must be submitted to show the proposed work clearly. These drawings should be at 1:100, 1:50 or 1:20 scale, and must be fully dimensioned. The position of section lines must be indicated on the plan. The elevations should accurately reflect the effect of the proposal on the structure and its relationship to adjacent buildings.

All new materials, including finishes, must be specified. Drawings should be coloured as follows:

MATERIALS	COLOUR
all existing	grey
demolition	dotted lines
new masonry	red
new concrete	green
new iron or steel	blue
new painting & plastering	yellow
new wood	brown
other	clearly indicated, using colours other than as above

### 2.3. SCALE PLAN OF EXISTING STRUCTURE(S)

If it is impossible to distinguish the existing layout from the original plans submitted, a measured floor plan of the structure as it exists is required. It must be at the same scale and orientation as the plans of the proposed work to facilitate comparison.

### 2.4. DOOR AND WINDOW SCHEDULES AND DETAILS

Proposals for changing or replacing doors or windows must include sufficient information about their size, proportion and detail. This may be in the form of manufacturer's information (for stock windows and doors) or joinery details (for specials).

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.

## SUBMISSION OF APPLICATIONS

Applications to be submitted in hard copy at least 90 days prior to work being undertaken and must be addressed to: The Head – Built Environment Section (not to an official's name), Amafa aKwaZulu-Natali, and must be delivered to 195 Langalibalele Street, Pietermaritzburg, 3201 or posted to BOX 2685, Pietermaritzburg, 3200. Faxed or e-mailed applications are not accepted.

## PROCESSING OF APPLICATIONS:

Applications are processed on a two weekly cycle with a six-week break at the end of November until mid January each year. Applications for major alterations/additions/demolition are submitted to the Plans Committee. Applications for sensitive buildings may be submitted to the Built Environment Committees that meet every six weeks. Lobbying of Plans Committee or BEC members will disqualify the application and the matter will be reported to the SACAP and the Institute for Architecture/Institute for Building Designers. For information on the deadlines for submissions for each Plans Committee meeting contact Tel: (033) 394 6543; Fax: (033) 394 6552 or consult the Amafa website, [www.heritagekzn.co.za](http://www.heritagekzn.co.za) where application forms can be found under "Permits" – Form A. Written notification on the progress of applications will be forwarded to applicants by post or fax and no telephonic calls or e-mails in this regard will be responded to. All documentation submitted is retained for record purposes (second copies of plans will be stamped and returned to the applicant so make it clear to whom they must be posted).

**\*PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Processing can take up to 90 days from the receipt of all required documentation**