

TOWN PLANNING INCEPTION REPORT FOR THE SUBDIVISION AND REZONING OF REMAINING PORTION OF THE FARM RHENOSTERKRAAL132 JP. (MAGONG PRIMARY SCHOOL).

Prepared by:



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Documentation Change Control

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Related Documentation

Document	Source

Documentation Review

Name	
Designation	
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1. Introduction.

Kamohelo Land Management Consultants (Pty) Ltd. trading as KLMC has been appointed to undertake the subdivision and rezoning of Remaining Portion of the Farm Rhenosterkraal132 JP. (Magong Primary School). This report will outline the scope of work, approach and methodology, proposed project phases, objectives, deliverables, programme, and timeframe of the project.

2. Project Purpose.

To subdivide the Remaining Portion of the Farm Rhenosterkraal132 JP and rezone the subdivided portion in order to establish a place of instruction for a school .

3. Methodology.

To lodge a land use application which complies with the Moses Kotane Local Municipality land use by-Law for approval of subdivision as well as rezoning of subdivided portion by Municipality.

Below are the phases that will be followed in undertaking the project.

3.1 Phase 1: Inception and Data Collection.

The inception meeting will cover the clarification of the scope of the project. This phase will also be used for site visit and data collection, as well as, consultation with the Municipality.

3.2 Phase 2: Compilation and Submission of Land Use Application.

This phase of the project will involve the compilation of the subdivision and rezoning application. The application/s will entail details such as Site context (locality, ownership particulars, registered bonds, title restrictions, etc. Information about the existing zoning and land use will be found within the application as well as the development intent, legislation, public participation and interest as well as general conditions, etc. The application will also touch on infrastructural services and motivate for the approval of the subdivision

application by means of depicting how the application is in compliance with relevant legislative and policy framework while further highlighting the need and desirability of the proposed development. The application will also need to be submitted to Rural Development for the Minister's consent since the site is a Farm Portion.

3.3 Phase 3: Advertising and objection period.

The subdivision application will be advertised in line with the relevant sections of the Moses Kotane Land Use Management By-Law,2016. The advertising procedure will allow for any objections to be lodged with the Municipality within a period of 30 days from first advertisement of the application to ensure that the application process is transparent as recommended by the relevant legislation.

3.4 Phase 4: Circulation to Internal and External Stakeholders.

This phase will include the circulation of the land use application to the different internal and external stakeholders in order to obtain comments regarding the different service provisions that will be required for the proposed development. Upon completion of circulation and receipt of positive comments from the different departments the Municipality will approve the land use application.

3.5 Phase 5: Approval and Close Out.

This phase will be the approval of the application thereby paving the way for the Land Surveyor to proceed with the registration of the SG Diagram, this phase will also mark the end of the project and as such a project closure report will also be submitted to the client at the end of this phase.

4. Project Work Plan.

Below is the indicative project timeline.

Table 1: Project Workplan.

Project Workplan												
Months	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Inception.												
Inception meeting, data collection, site visit, compilation of land use application.												
Community Resolution.												
Acquiring of community resolution from Rural Development.												
Submission and Advertising.												
Conduct advertising as per land use by law and objection period.												
Circulation.												
Submission and circulation of land use application and approval thereof.												
Approval and Project Closure.												
Produce and submit project closure report and presentation to the client.												

5. Pricing Schedule.

Below is the pricing schedule for the project indicating the payment milestones.

Table 2: Pricing Schedule.

PHASE	STAGE	UNIT	QTY	RATE	TOTAL
1	Inception				
1.1	Inception meeting, data collection and site visit.	Hourly	5	R 2,200.00	R 11,000.00
1.2	Inception report with project implementation plan.	Hourly	20	R 2,200.00	R 44,000.00
		Phase 1 Sub Total			R 55,000.00
2	Draft Application Document				
2.1	Draft application document for comments.	Hourly	40	R 2,200.00	R 88,000.00
		Phase 2 Sub Total			R 88,000.00
3	Submission of Application				
3.1	Submission of consolidation application to Municipality and advertising of application in line with Municipal Land Use by Law.	Hourly	5	R 2,200.00	R 11,000.00
3.2	Circulation to different departments.	Hourly	20	R 2,200.00	R 44,000.00
		Phase 3 Sub Total			R 55,000.00
4	Approval Phase				
4.1	Approval letter and close out report.		1	R 2,200.00	R 2,200.00

4.2	Approved consolidation certificate.		1	R 2,200.00	R 2,200.00
4.3	Close out report.		10	R 2,200.00	R 22,000.00
		Phase 4 Sub Total			R 26,400.00
		SUB TOTAL			R 224,400.00
		VAT (15%)			R 33,660.00
		TOTAL			R 258,060.00

6. Conclusion

This inception report serves as confirmation that the project for the subdivision and rezoning of Remaining Portion of the Farm Rhenosterkraal132 JP. (Magong Primary School). has officially kicked off. KLMC will be working as per the time frames and deliverables as outlined in this inception report.

7. Signatures

The following are the signatures of the stakeholders in the project agreeing with the rules laid out in this inception report for the feasibility study.

<p>Name:</p> <p>Project Role:</p> <p>Organisation:</p>	<p>Signature: _____</p> <p>Date: _____</p>
<p>Name: Tokelo Molefe</p> <p>Project Role: Professional Town Planner</p> <p>Organisation: Kamohelo Land Management Consultants (Pty) Ltd</p>	<p>Signature: _____</p> <p>Date: _____</p>