



APPLICATION FORM A (for Official Use)

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

APPLICATION IN TERMS OF SECTION 37(1)(a) OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018,) FOR A PERMIT TO DEMOLISH, ALTER OR ADD TO A STRUCTURE WHICH IS, OR WHICH MAY REASONABLY BE EXPECTED TO BE OLDER THAN 60 YEARS

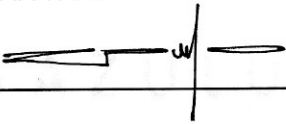
THE ONUS IS ON THE APPLICANT TO ENSURE THAT THE CURRENT APPLICATION FORM IS USED. APPLICATIONS ON NON-COMPLIANT FORMS WILL NOT BE PROCESSED
 Application Form H must be used for alteration to structures permanently protected in terms of Sections 42-46 (Heritage Landmarks). Form H(a) must be used for applications for alterations to memorials/statues. If work has commenced/been completed without a permit, Form I must be used.

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

ALL APPLICATION FORMS, REQUIRED SUPPORTING DOCUMENTATION (as per attached guidelines), AND PROOF OF PAYMENT must be delivered to: KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE, via email to beadmin@amafapmb.co.za (hard copy applications cannot be accepted during the COVID-19 pandemic)

A. DECLARATION BY OWNER (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)

I, ROELOF P. MEYER (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 RAMSGATE KZN Date 26-01-2022

B. PROPERTY DESCRIPTION (provide all cadastral information pertaining to the site):

Name of property:	Title Deed No.:
Erf/Lot/Farm No: <u>2398, Scottburgh.</u> Size: <u>8094 m²</u>	GPS Co-ordinates:
Street Address <u>CORNER ERSKINE & AIRTH STREET</u>	Suburb <u>CBD. SCOTTBURGH.</u>
Town/Local Municipality: <u>SCOTTBURGH, UMDONI MUNICIPALITY</u>	District Municipality: <u>UGU</u>
Current zoning: <u>MEDIUM IMPACT MIXED USE</u>	Present use: <u>NOT IN USE</u>

C. SIGNIFICANCE:

1. Original date of construction/plan approval:	UNKNOWN - BEFORE 1935
2. Historical Significance:	
	THIS HOUSE WAS ONE OF THE ORIGINAL FARM HOUSES IN THE AREA.
References	DRAWING OF ADDITIONS OF OUT-BUILDINGS ON THE PROPERTY. DATED 28 MARCH 1935 APPROVED BY THE SCOTTSBURGH BOROUGH.

3. Architectural Significance:	
	THE BUILDING HAS A SYMMETRICAL DESIGN AND CONSIST OF A STONE WALLED BUILDING WITH WRAPPING VERANDA AROUND IT, THE STONEMWORK WAS DONE WELL AND REMAIN IN FAIRLY GOOD CONDITION - THE BUILDING HAS HIGH SASH WINDOWS + TIMBER FLOORS TYPICAL OF THE ERA.
References	

4. Urban Setting & Adjoining Properties:	
	THE BUILDING WAS LOCATED ON LOT 592 SCOTTSBURGH THIS PROPERTY HAS BEEN CONSOLIDATED WITH LOT 599 NEXT TO IT AND IS NOW LOT 2398. THE ORIGINAL SITE WAS 4046 m ² AND THE CONSOLIDATE SITE IS NOW 8096 m ² THE PROPERTY IS NEXT TO A MEDICAL CENTRE, A FEW SOME RESIDENCES AND A NEW PRIVATE HOSPITAL
References	

D. PROPOSED WORK

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

DEMOLITION				
CONDITION	<input type="checkbox"/>	HEALTH REASONS	<input type="checkbox"/>	OTHER
ALTERATION				
CONDITION	<input checked="" type="checkbox"/>	HEALTH REASONS	<input type="checkbox"/>	OTHER
ADDITION				

CONDITION	HEALTH REASONS	OTHER
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2. Motivation for proposed work (Summarise below and expand on a separate sheet if necessary)

THE EXISTING DWELLING IS INFESTED WITH WOOD BORER (IT WAS INSPECTED BY AN ENTOMOLOGIST + STRUCTURAL ENGINEER) THE TIMBER ROOF STRUCTURE IS BADLY DAMAGED BY BORER AND THE ASBESTOS ROOF SHEETING IS CRACKED + LEAKS. THE TIMBER FLOORS AS BADLY DAMAGED BY BORER AS WELL AS THE DOORS, FRAMES, SKIRTING AND WINDOW FRAMES. THE SURROUNDING VERANDAH FLOOR HAS COLLAPSED IN SEVERAL AREAS AND IS UNSTABLE + UNSAFE ACCORDING TO THE ENGINEER. THE VERANDAH COLUMNS HAVE CRACKED + SPACED AND IS STRUCTURALLY NOT SOUND - (SOME ARE MISSING) MOST OF THE RAINWATER GUTTERS + DOWNPIPES ARE MISSING (ASBESTOS) OUR CLIENT WANTS TO USE THIS SPACE AS OFFICES + RENOVATE IT SYMPATHETICALLY

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

THE WROTTEN INVESTED TIMBER FLOORS IN THE CENTRE OF THE OLD BUILDING WILL BE REMOVED + REPLACED WITH TILED FLOORS ON SUSPENDED CONCRETE FLOOR. THE INVESTED DOOR + WINDOW FRAMES WILL BE REMOVED + REPLACED WITH SIMILAR ALUMINIUM JASH WINDOWS + DOORS. THE FLOOR OF THE WRAPPING VERANDA (CONCRETE) WILL BE REMOVED + REPLACED WITH A SIMILAR BUT NEW CONCRETE FLOOR - THE VERANDAH COLUMNS WILL BE REPLACED WITH NEW SIMILAR COLUMNS - THE EXISTING INVESTED ROOF STRUCTURE + ASBESTOS ROOF SHEETING WILL BE REPLACED WITH A NEW ROOF STRUCTURE (SIMILAR TO THE EXISTING) AND CORRUGATED ALUMINIUM ROOF SHEETING - THE GUTTERS + DOWNPIPES (ASBESTOS) WILL BE REPLACED WITH ALUMINIUM GUTTERS + PVC RAIN WATER DOWNPIPE THE BUILDING WILL BE REPAINTED.

E. CONTACT DETAILS

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

NAME	GUK-SIYA ZAMIA CONSTRUCTION		
POSTAL ADDRESS	33 UMBILO ROAD		
	BULWER, DURBAN, KZN	POST CODE	4001

TEL	031 314 3700	FAX/EMAIL	JustinM@gvk.co.za
CELL	083 639 9949	QUALIFICATIONS	SACMP - 25 years exp.
REGISTRATION OF INDUSTRY REGULATORY BODY: MASTER BUILDERS ASSOCIATION			

2. ARCHITECT/ARCHITECTURAL TECHNOLOGIST/DESIGNER

NAME		ROELOF P. MEYER (TJ ARCHITECTS SOUTH COAST Pty Ltd)	
POSTAL ADDRESS		P.O. Box 737	
		RAMSGATE	POST CODE 4285
TEL	039 682 7911	FAX/EMAIL	roelof@tja.co.za
CELL	083 654 5751	SACAP REG. NO.	5343
Author's Drawing Nos.			
In making this application on behalf of the applicant, I declare that I have provided the correct information to the best of my knowledge and I undertake to ensure that the applicant is made aware of all conditions under which a permit may be issued.			
SIGNATURE		DATE	

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

NAME		HIBISCUS PRIVATE HOSPITAL (PTY) LTD.	
POSTAL ADDRESS		GEORGE STREET	
		PORT SHEPSTONE	POST CODE 4240
TEL	039 682 4882	FAX/EMAIL	rmills@hph.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		ROELOF MEYER	
TEL	083 654 5751	FAX/EMAIL	roelof@tja.co.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
USE STREET ADDRESS/FARM NAME AS REFERENCE

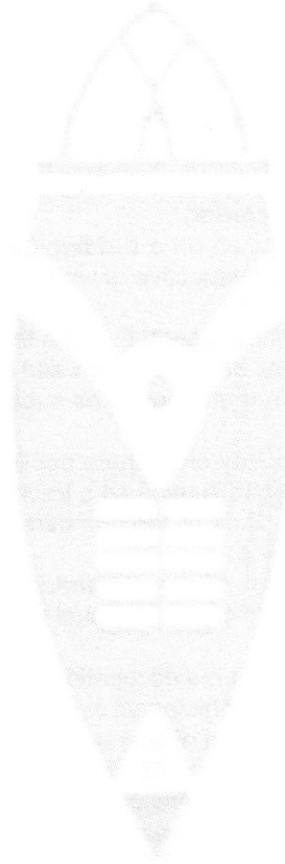
G. PUBLIC PARTICIPATION: (Contact details of Interested and Affected Parties Consulted - written opinion to be attached to form and drawings to be signed by I & A P. See Guidelines)

Name _____
 Telephone _____ Fax/Email _____

H. CHECKLIST OF SUPPORTING DOCUMENTATION (*ref to guidelines) YES NO

APPLICATION FORM (COMPLETED & SIGNED BY OWNER & PLANS AUTHOR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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MOTIVATION		
PHOTOGRAPHS*		
ORIGINAL DRAWINGS		
PLANS (X2 SETS when in hard copy) - NUMBERED AND COLOURED *		
PROOF OF PROFESSIONAL ACCREDITATION & LETTER OF APPOINTMENT		
PROOF OF PUBLIC PARTICIPATION*		
PAYMENT/PROOF OF PAYMENT (<u>use street address as reference</u>)		



KWAZULU-NATAL
AMAFA

KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE

THE KZN PROVINCIAL HERITAGE RESOURCES AUTHORITY
(accredited in terms of the National Heritage Resources Act)

GUIDELINES FOR THE PREPARATION OF APPLICATIONS IN TERMS OF SECTION 37(1)(a) OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018,) FOR PERMITS TO DEMOLISH, ALTER OR ADD TO A STRUCTURE WHICH IS, OR WHICH MAY REASONABLY BE EXPECTED TO BE OLDER THAN 60 YEARS

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 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/or the official representative of a trust/company that owns the property must sign the form and any accompanying documentation and must consent to submissions by a third party/agent (letter of appointment/power of attorney to be submitted).

B. PROPERTY: Include the name of the property only 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, include all the numbers. (provide all cadastral information)

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 for the proposed work – give reasons and design considerations behind the proposal. Details all the work to be carried out – do not refer to the plans.

E. CONTACT DETAILS: the contractor's details can be left out if unknown. All other fields must be completed. **The architect must complete all fields and sign on the appropriate box. 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 & development applications. Owners & residents of properties within 100m must be consulted for 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 processing fee determined by the Council of the Institute in terms of Section 24(1)(e)(i) 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 SACAP accredited professionals registered with the Institute may author drawings submitted in support of this application. Permits may require their overseeing the work. **N B:** All hard copy documentation must be folded to A4 size, with plans 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 - including internal views - and a set of concept drawings, including elevations, 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 CONTEXT:

Submit annotated/captioned photographs that clearly illustrate the features of the structures to be altered/demolished. Also submit photographs showing all the elevations/sides and the structure in its context (streetscape and surrounding buildings – adjacent and across the road, aerial view, etc.). Submit in jpeg. If incorporated into a document or report, photographs must be post card size.

2. PLANS:

~~*Hard copy submission: 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 1189 mm). Electronic submissions: submit one copy and an A4 print will be returned with the permit/approval. Colour plans 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

2.1. 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). 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:

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).

3. ORIGINAL/PREVIOUS DRAWINGS: submit if available.

SUBMISSION OF APPLICATIONS: Application forms can be downloaded from www.heritagekzn.co.za – look under the "Permits" tab - download forms – Form A. ~~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 Sahr's system operated SAHRA at www.sahra.org.za (confirm upload to beadmin@amafapmb.co.za)~~

PROCESSING OF APPLICATIONS: applications are processed in the order in which they are received, except during the December/January holiday break. Minor work applications will be fast tracked if submitted by 12:00 on a Thursday. Allow 90 days for processing of complex applications as these may be submitted to external

reviewers. Lobbying of external reviewers will disqualify the application and the matter will be reported to the SACAP and the SAIA-KZN, the SAIBD, or SAIAT. Written responses to applications will be forwarded to applicants by email. Telephonic or e-mails enquiries will not be responded to.

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



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