



KWAZULU-NATAL  
**AMAFA**  
RESEARCH INSTITUTE

**APPLICATION FORM I (for Official Use)**

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](http://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**

I, RICHARD MILLS

(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 written approval of the work to me.

Signature

Place PORT SHEPSTONE Date 17 FEBRUARY 2022

(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. T 0000 222 11 / 2020

Name of property/Project title:

NEW SCOTTBURGH PRIVATE HOSPITAL

Erf/Lot/Farm No:

ERF 2398 SCOTTBURGH.

GPS Co-ordinates

30°17'05" S, 30°45'01" E

Street Address, Suburb, Town:

CNR. OF ERSKIN STREET & AIRTH STREET, SCOTTBURGH.

Local Municipality

UMDOLI

District Municipality

UGU.

Traditional Authority Area

Current zoning MEDIUM IMPACT MIXED USE	Present use RESIDENCE
---	--------------------------

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

**1. Status of Heritage Resources on the Site:**

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

**2. Historical/Military Significance:**

THE DWELLING ON ERP 2398 SCOTTSBURGH WAS BUILT PRIOR TO 1935

References LETTER FROM MUNICIPALITY DATED 1935

**3. Architectural Significance:**

Original date of construction:

Significance: THE HOUSE ON THE PROPERTY IS A TYPICAL EXAMPLE OF VERNACULAR ARCHITECTURE OF THE LATE 1800'S EARLY 1900'S

References

**4. Archaeological Significance:**

- NONE

References

**5. Palaeontological Significance:**

- NONE

References

**D. WORK CARRIED OUT WITHOUT PRIOR APPROVAL**

1. Purpose of Application:	Damage/destruction/demolition	✓	Alterations/Additions	✓	
Redecoration	N/A	Disfigured Written/drawn on	N/A	Excavation	✓

Exhumation	W/A	Inundation	N/A	Development	✓
Collection/Removal from original site	N/A	Trade/export (heritage objects)	N/A	Restricted use of equipment s40(5)	N/A.
Consolidation/Subdivision	N/A	Amendment of Plan	✓	Other	None

2. Existing Improvements made on site: A PORTION OF THE EXISTING PUNTH OF THE OLD BUILDING ON THE NORTH SIDE HAS COLLAPSED AND EMERGENCY REPAIRS WAS DONE TO RESTRICT THE DAMAGE AND AVOID FURTHER DAMAGE TO THE OLD BUILDING.

3. Detail the work commenced/carried out AFTER SOME HEAVY RAINS IN THE AREA, A PORTION OF THE EXISTING PUNTH OF THE OLD HOUSE COLLAPSED. THE APPOINTED STRUCTURAL ENGINEER CARRIED OUT AN EMERGENCY INSPECTION AND ISSUED INSTRUCTIONS HOW TO CARRY OUT THE REQUIRED EMERGENCY REPAIRS TO AVOID FURTHER COLLAPSING AND POTENTIAL DAMAGE TO THE BUILDING. THE CONTRACTOR PROPPED UP THE STRUCTURE AND REBUILT THE SECTION OF PUNTH WALL THAT HAD COLLAPSED, AS PER THE ENGINEER'S INSTRUCTIONS & SPECIFICATIONS.

4. Motivation for work (Please motivate fully why work was commenced without approval)  
 AN UNFORSEEN COLLAPSE OF A FOUNDATION WALL OCCURRED ON SITE THAT REQUIRED URGENT EMERGENCY REPAIRS TO AVOID ANY FURTHER DAMAGE. TIME WAS OF THE ESSENCE AS ANY FURTHER RAIN OR COLLAPSES COULD SEVERE DAMAGE THE BUILDING.

Status of work	Commenced	✓	Stopped	No	Completed	✓
Date commenced	5 NOV 2021	Date stopped	N/A.	Completion date	31 JAN 2022	


**E. CONTACT DETAILS**

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

NAME	JUSTIN MEDER - GUR SIYA SAMA
POSTAL ADDRESS	33 UMBILO ROAD DURBAN KZN

		POST CODE	4001
TEL	031 314 3700	FAX/EMAIL	justin M @ gvk .co.za
CELL	083 639 9949	QUALIFICATIONS	CONTRACTOR
REGISTRATION OF INDUSTRY REGULATORY BODY: MASTER BUILDERS ASSOCIATION			

2. ARCHITECTURAL PROFESSIONAL/ HERITAGE PRACTITIONER

NAME		ROELOF MEYER - TJ ARCHITECTS SOUTH COAST	
POSTAL ADDRESS		P.O. BOX 737	
		POST CODE	4285
TEL	039 682 7911	FAX/EMAIL	roelof@tja.co.za
CELL	083 654 5751	PROFESSIONAL REG. NO.	5343
Author's Drawing Nos.			
SIGNATURE		DATE	
		16 FEB 2022	

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

NAME		HIBISCUS HOSPITAL PROPERTY HOLDINGS (PTY) Ltd.	
POSTAL ADDRESS		GEORGE STREET	
		POST CODE	4240
TEL	039 682 4882	FAX/EMAIL	r.mills@hph.co.za

4. DELEGATED AUTHORITY (The name of the person authorized to act on behalf of a company or institution - Power of Attorney/proof of authorization to be attached)

NAME		ROELOF MEYER	
TEL	083 654 5751	FAX/EMAIL	roelof@tja.co.za

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 the KZN Amafa and Research Institute  
**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 \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax/Email \_\_\_\_\_

H. CHECKLIST OF SUPPORTING DOCUMENTATION (\*see guidelines)

APPLICATION FORM (COMPLETED & SIGNED BY OWNER & CONSULTANT)	✓
MOTIVATION/INCEPTION REPORT	✓
PHOTOGRAPHS*	✓
ORIGINAL/PREVIOUS DRAWINGS/REPORTS	✓

PLANS (X2 SETS FOR HARD COPY SUBMISSIONS) - NUMBERED AND COLOURED*		
1:50 000 MAP & SATELLITE AERIAL VIEW	✓	KML FILE MAP
PROOF OF PROFESSIONAL ACCREDITATION (e.g. copy of accreditation card)		✓
APPOINTMENT LETTERS		CONSENT LETTER
PAYMENT/PROOF OF PAYMENT		✓

## 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](http://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](http://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](http://www.sahra.org.za).

**FOR PALAEOONTOLOGICAL SITES:** PLEASE REFER FORM D which can be downloaded from the website [www.heritagekzn.co.za](http://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](http://www.sahra.org.za).

**FOR DEVELOPMENT APPLICATIONS (NHRA Section 38 and KZN A & R | Section 41)** REFER TO THE GUIDELINES ATTACHED TO FORM J which can be downloaded from the website [www.heritagekzn.co.za](http://www.heritagekzn.co.za) under the tab "Permits" AND THE GUIDELINES FOR HERITAGE REPORTS, which can be downloaded from [www.sahra.org.za](http://www.sahra.org.za).

**SUBMISSION OF APPLICATIONS:** Application forms can be downloaded from [www.heritagekzn.co.za](http://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](mailto:beadmin@amafapmb.co.za) or uploaded to the Sahrís system operated by the South African Heritage Resources Agency (confirm upload to [beadmin@amatapmb.co.za](mailto:beadmin@amatapmb.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 PALAEOONTOLOGICAL 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](http://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.

**APPLICATIONS FOR DEVELOPMENTS RESTRICTED UNDER SECTION 41 (SECTION 38 OF THE NHRA):** these applications must be uploaded to the Sahrís system operated by the South African Heritage Resources Agency – go to [www.sahra.org.za/sahrís](http://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**



## SPECIAL POWER OF ATTORNEY

We, the undersigned,

**Richard Mills, ID Number: 671205 5487 080**

duly authorised by

**HIBISCUS HOSPITAL SCOTTBURGH (PTY) LTD  
Registration Number 2018/374878/07  
("the Company")**


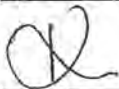
Do hereby, nominate, ordain, constitute and appoint Roelof Meyer, ID Number: 601001 5118 088, with power of substitution, to be the true and lawful agent of the Company, in the name, place and stead of the Company, to make application to AMAFA, to sign all documentation and do all that is necessary in the application for renovation of the historic building on erf 2398 Scottburgh relating to the construction of a hospital.


Hereby ratifying, allowing and confirming, and promising and agreeing to ratify, allow and confirm, all and whatsoever our said agent or its substitute, shall in the name of the Company lawfully do or cause to be done by virtue of the presents.

Signed at Port Shepstone on this 18<sup>th</sup> day of February 2022.

in the presence of the undersigned witnesses.

### AS WITNESSES:

1.   
\_\_\_\_\_
2.   
\_\_\_\_\_

  
\_\_\_\_\_  
**RICHARD MILLS on behalf of  
HIBISCUS HOSPITAL SCOTTBURGH  
(PTY) LTD**



View of levelled parking on property from northern side with existing trees and landscaping on east side



View from access ramp onto property from west side with landscaping and trees in front of parking



View of leveled parking from northern side



View of levelled parking form southern side



## Proof of payment

Date: 28/02/2022 Time: 11:35:59 AM

Profile name:	HIBISCUS PRIVATE HOSPITAL (PTY) LTD
Batch reference number:	1231796417
Payment reference number:	000000003385352718
Payment date:	25/02/2022
Payment capture date:	25/02/2022
Payment authorise date and time:	25/02/2022 01:05:06 PM
From account name:	HIBISCUS HOSPITAL PROPERTY HOL
From account description:	HIBISCUS HOSPITAL PROPERTY HOLDINGS (PTY) LTD
From account statement description:	KZN Amafa and Research Institu
Beneficiary account number:	4059356024
Beneficiary/ Recipient name:	KZN Amafa and Research Institute
Beneficiary statement description:	HIBISCUS HOSPITAL PROPERTY HOL
Branch code:	632005
Amount:	4,000.00
Real-time:	No

Additional comments by payer:

View your account to **confirm that you have received this payment.**

- All payments are subject to clearing rules.

Please refer to landing page for cut off times and telephone numbers.