

## **SWELLENDAM MUNICIPALITY – BUILDING CONTROL SECTION**

### **INFORMATION REQUIRED FOR SUBMISSION OF BUILDING PLANS**

#### **1. DOCUMENTS**

- Swellendam Application form
- SACAP form
- SANS 10400 – Form 1 (appointment of architect)
- SANS 10400 – Form 2 (appointment of Engineer or other competent person for rational designs)
- SANS 10400 – FORM 2 (APPOINTMENT OF FIRE ENGINEER -IF APPLICABLE)
- Title deed
- Heritage Western Cape Permit – (buildings older than 60 and heritage sites)
- Building line relaxation form – common building line encroachments
- Street building line departures – street building line encroachments
- Home Owners Association letter of consent
- Written power of Attorney – submission made by trusts and Close Corporations.
- Land Use approval with conditions – rezoning, departures and consent use approval
- Environmental authority – as per NEMA
- SG Diagram
- Beacon certificate (new premises)

#### **2. PLANS**

- 3 sets of plans (with 2 sets in colour & one set in black & white)
- Correct information on all plans as per the NBR
  - Floor plan, sections, elevations, SITE PLAN (showing north sign, and cadastral information), title block
  - Coverage (area of plot, individual area of all buildings, total area of all buildings).
  - Fire plan (if applicable)
  - Fenestration calculations.
  - Sewer plan & section
  - Hot and cold water reticulation
  - Electrical layout and calculations
  - Shading
  - Orientation
  - Storm-water management plan

**The plans will only be accepted and considered for approval once all the above documents and information on plans are given.**