

Directorate: Planning and Development

19 September 2025

To whom it may concern

**APPLICATION SUBMISSION AND PUBLIC PARTICIPATION DURING THE
DECEMBER SCHOOL HOLIDAYS
2025/2026**

In consideration of the December / January school holiday period, the following arrangements will apply with regards to the submission and advertising of land use application:

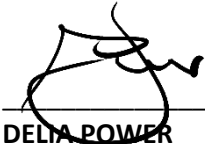
1. No **pre application** meetings will take place between 22 December 2025 and 02 January 2026. The first pre application meeting for 2026 will thus be on 07 January 2026.
2. In terms of Section 36(3) of the Land Use Planning By-Law for George Municipality, the **advertisement and comment period** (Public Participation Process) may not occur during or coincide with the December School Holidays which is from 10 December 2025 to 14 January 2026.
3. The Public Participation Process may however proceed from 14 January 2026.
4. Notwithstanding paragraphs 2 and 3 the commenting period for all **external departments and/or IAPs** may proceed during the December School Holidays provided that an additional 14 days are given (i.e., 74 days) to these bodies and that they are also reminded in January 2026 (14 days before closing date of the commenting period) to submit their comment by the due date.
5. Paragraphs 2 and 3 do not apply to applications where the consent from the adjacent property owners were obtained or where no further public participation is required.
6. The **Section 38** request should be sent as follows:
 - i. Applications that require a notice in the press: Applicant submits request by 09 October 2025. Last S38 issued by 23 October 2025. To ensure due dates for publication by 06 November 2025 are met.
 - ii. Applications that do not require a notice in the press: Applicant submits request by 20 October 2025. Last S38 issued by 03 November 2025. To ensure due dates for issue of notice by 10 November 2025 are met.
 - iii. Applications submitted with the neighbour's consent: Applicant submits request by 28 November 2025. Last S38 issued on 12 December 2025.

Incomplete applications will be returned to the applicant, and the revised submission will be addressed in a chronological order. Should amendments to the application be required, the final complete application must reach the department by the dates as stipulated above. This will enable applicants to commence with the public participation within the given timeframe.

7. These measures are applied to ensure the SPLUMA principle of good administration is endorsed in the land development processes whereby an open and transparent participation process is promoted,

affording interested and affected parties a fair opportunity to participate in the public participation processes.

8. The **last decision letter for 2025**, to which an appeal period applies, will be issued on 14 November 2025. These letters will thereafter only be issued on 16 January 2026.
9. Notwithstanding paragraph 8, the letter that confirms a decision (final notice) as well as letters of decision where no appeal period applies, will be issued throughout this period.

A handwritten signature in black ink, appearing to read 'Delia Power', is written over a horizontal line.

DELIA POWER

DEPUTY DIRECTOR: DEVELOPMENT AND ENVIRONMENTAL PLANNING