



TOWN PLANNING

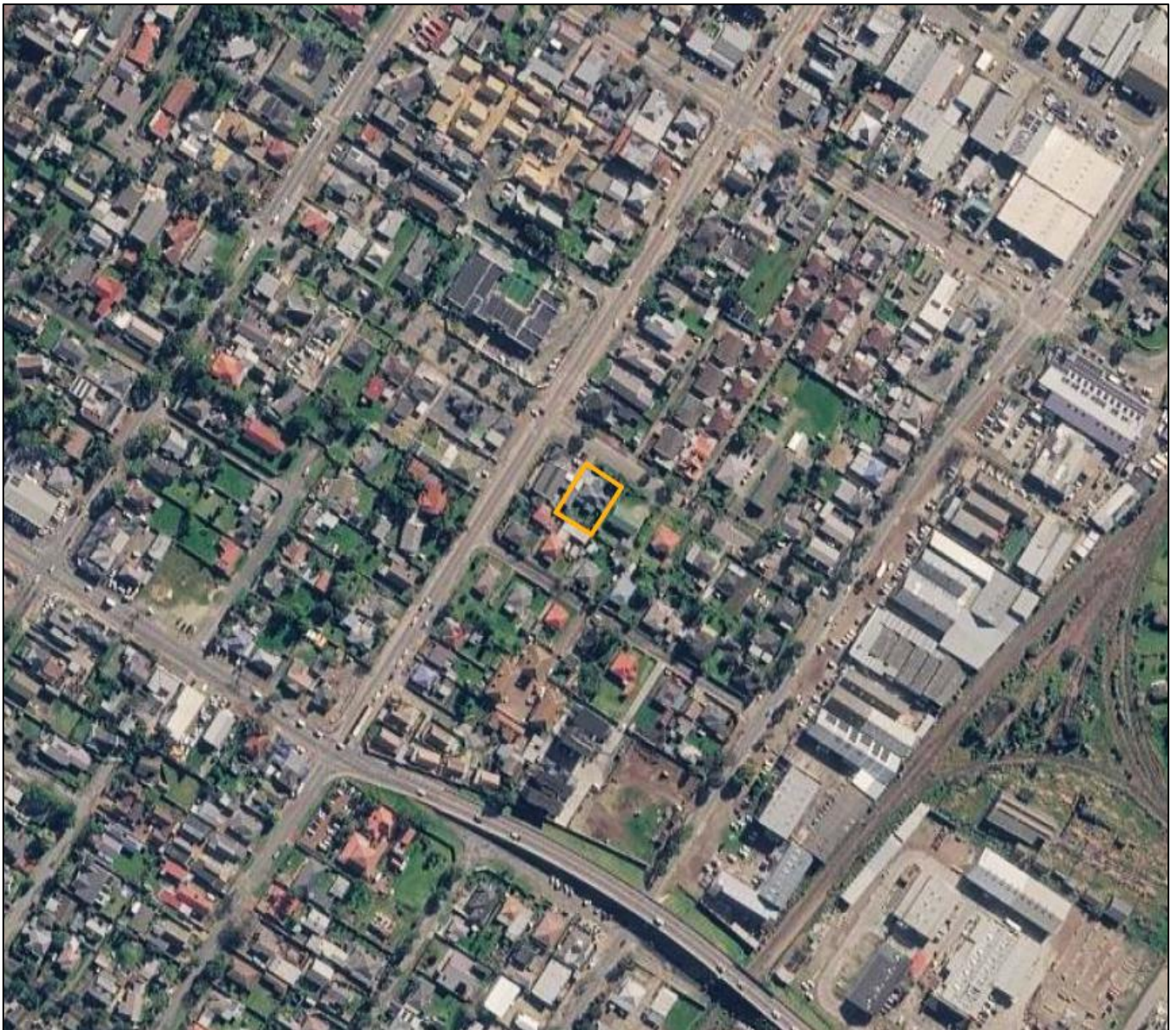
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DEVELOPMENT MANAGEMENT CONSULTING

**PROPOSED REMOVAL OF RESTRICTIVE CONDITIONS & REZONING
FOR E KOEKEMOER**

**ERF 2603 GEORGE, 11 VICTORIA STREET, GEORGE CBD
GEORGE MUNICIPALITY & DIVISION**



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Aerial images:

<https://gis.elsenburg.com/apps/cfm/#>

<https://gis.george.gov.za/portal/apps/webappviewer/index.html?id=0283eccf869641e0a4362cb099290fca>

<https://www.google.com/earth/>

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**PROPOSED REMOVAL OF RESTRICTIVE CONDITIONS & REZONING
ERF 2603, 11 VICTORIA STREET, GEORGE CBD
GEORGE MUNICIPALITY & DIVISION**

1. BACKGROUND INFORMATION

Erf 2603 George is an 807m² property in the George CBD, currently zoned Single Residential Zone I. It is proposed to rezone the property to Business Zone IV (offices) to be used as offices for an accounting firm. The title deed includes restrictive conditions which need to be formally removed.

DMC Town Planning was appointed to address the land use requirements for the proposed offices on Erf 2603 George. The power of attorney is attached as **Annexure 1** to this report. The table below shows the property details for Erf 2603 George:

Property Description	Erf 2603 George
Physical Address	11 Victoria Street, George CBD, George
Owner:	E Koekemoer
Title Deed No:	T2272/2023 (Annexure 2)
Bond:	No
Size of the property	807m ²
Zoning of the property	Single Residential Zone I
SG General plan	6490/44 (Annexure 3)

A Conveyancer's Certificate is attached hereto as **Annexure 4**. It confirms that the conditions contained in paragraph B(a) – (e) are to be removed in order for offices to be operated on this property. The conditions are in favor of Wistaria Estate – see the General Plan attached as well as par. B of the title deed.

2. APPLICATION

This land use application for Erf 2603 George entails the following:

- **Removal of Restrictive Conditions** in terms of Section 15(2)(f) of the George Municipality: Land Use Planning By-law (2023), namely conditions B(a) – (e) from T2272/2023.
- **Rezoning** in terms of Section 15(2)(a) of the George Municipality: Land Use Planning By-law (2023) from Single Residential Zone I (dwelling house) to Business Zone IV (offices).

3. CONTEXTUAL INFORMANTS

3.1 LOCALITY

Erf 2603 George is located in George CBD in Victoria Street just north of the Nelson Mandela Boulevard (NMB) activity corridor. The property is also located within the CBD functional area and densification zone.

A locality plan is attached hereto as **Annexure 5**.

3.2 ZONING

As indicated in par. 1 above, Erf 2603 George is currently zoned Single Residential Zone I (dwelling house). The property is located in the CBD of George in an area with a mixed zoning character including Business Zone I (business premises), Business Zone IV (offices), General Residential Zone II (group housing), General Residential Zone IV (flats), and Single Residential Zone I (dwelling house). The property abuts SRZI properties to its east and south and a business premises (BZI) to its west. Across Victoria Street is a school (CZI), another business premises (BVZI), a group housing complex (GRZII), and flats (GRZIV).



3.3 CHARACTER OF THE PROPERTY & AREA

Erf 2603 George, a residential property in the George CBD, is located in an area characterised by mixed land uses. Erf 2603 George abuts a business premises to the west and houses to the south and east. When traveling up and down Victoria Street, the strong office character of this street is evident.

The structures on the property are currently still used for a dwelling house and garage / outbuilding with a 4.0m street building line and 2.0m side and rear building lines.

Access to the property is via a single access in the northern corner of the property from Victoria Street, 5m wide.

The following image shows the character of the property as seen from above followed by a photo of the property as seen from Victoria Street.



4. DEVELOPMENT PROPOSAL

It is proposed to rezone Erf 2603 George from Single Residential Zone I to Business Zone IV so that the existing structure can be used as professional offices for an accounting firm. The title deed contains restrictive conditions which must be removed to facilitate the proposed rezoning. Victoria Street has an established professional office character. The site development plan is attached hereto as **Annexure 6** which includes the site plan with landscaping proposals, floor plans and elevations.

The provided plans indicate how the existing structure is to be used for office purposes. The nature of the proposed use does not result in a high intensity of visitors/clients to the property. However close to the entrance, under the existing carport, 2 parking bays are provided for visitors/clients. For staff parking is to be provided in the rear of the property. It will be necessary to remove existing grass from the property for vehicular access to the rear and make the parking possible as parking directly along the street boundary will not comply with the relevant development parameters as contained in the zoning by-law. It is proposed to use grass blocks as far as practically possible for enhanced permeability. This will support stormwater management. Ample grassed areas are still retained with existing trees. Landscaping on the sidewalk will be retained, and a new plant bed is proposed just inside the street boundary which can act as a rain garden.

Parking must be provided as 4 bays per 100m². Considering GLA, this property will require 6 parking bays which is indicated on the site development plan provided with this application. Staff will park in the rear of the property who generally enter and exit the property twice a day – when arriving for work and when leaving at the end of the workday.

Note that the parking bays to be provided will be 5.0m deep and at least 2.6m wide. It is understood that a reverse space of 7.0m is then considered ample by the Directorate: Civil Engineering Services. It is proposed to retain the tandem garage. It will still be used for this purpose, but it is not necessary to include this in the parking calculation/requirement.

4.1 REMOVAL OF RESTRICTIVE CONDITIONS

The conditions contained in paragraph B are shown in the image to the right. As this property falls within the CBD functional area characterized by mixed land uses as described earlier in this report. The title deed restricts the business use of this property, number of dwelling units, coverage, building lines and subdivision. To align the property with our current planning frameworks and zoning provisions, it is proposed to removed paragraph B(a) – (e) from the title deed for this property. These paragraphs is contradictory to the office and business character of the area and Victoria Street.

These conditions date back to 1944, and the character and development pattern of the area have changed substantially since then. The area has

BEING in favour of the registered owners of any erf in the Subdivided Estate:	
“(a)	That this erf be used for residential purposes only;
(b)	That only one dwelling, together with such outbuildings as are ordinarily required to be used therewith, be erected on this erf;
(c)	That not more than one-half the area of this erf be built upon;
(d)	That no building or structure or any portion thereof except boundary walls and fences shall be erected nearer than 4,72 metres to the street line which forms a boundary of this erf; No such building or structure excepting boundary walls and fences shall be erected within 1,57 metres of the lateral or 3,15 metres of the rear boundary common to any adjoining erf, provided that, with the consent of the Council an outbuilding not exceeding 3,05 metres in height, measured from the floor to the wall plate and no portion of which will be used for human habitation, may be erected within the above prescribed rear space.”
BEING in favour of the Administrator:-	
“(e)	That this erf be not subdivided except with the consent in writing of the Administrator;”

evolved into a mixed-use area, and these restrictions are therefore considered outdated and no longer relevant to the current development context.

Paragraph B(e) relates to the subdivision of the property. Although subdivision is not proposed as part of this application, the removal of this restriction is also requested to allow for the possibility of a sectional title scheme in future. A sectional title scheme constitutes a form of subdivision and retaining the restriction may create unnecessary complications in the Deeds Office should the current or future owner wish to pursue sectional title. The removal of the restriction is therefore requested as a precautionary measure and does not form part of the current development proposal.

It is therefore proposed to remove paragraphs B(a)–(d), which are in favor of Wistaria Estate. It is also proposed to remove paragraph B(e) which is in favor of the Administrator.

Section 33(4) of the George Municipality: Land Use Planning By-law (2023) must be considered when the removal of title conditions is requested:

- (4) When the Municipality considers the removal, suspension or amendment of a restrictive condition, the Municipality must have regard to the following:*
 - (a) the financial or other value of the rights in terms of the restrictive condition enjoyed by a person or entity, irrespective of whether these rights are personal or vest in the person as the owner of a dominant tenement;*
 - (b) the personal benefits which accrue to the holder of rights in terms of the restrictive condition;*
 - (c) the personal benefits which will accrue to the person seeking the removal, suspension or amendment of the restrictive condition if it is amended, suspended or removed;*
 - (d) the social benefit of the restrictive condition remaining in place in its existing form;*
 - (e) the social benefit of the removal, suspension or amendment of the restrictive condition; and*
 - (f) whether the removal, suspension or amendment of the restrictive condition will completely remove all rights enjoyed by the beneficiary or only some of those rights.*

The removal of these conditions from the title deed will enable the efficient and optimal use of Erf 2603 George, in accordance with the spatial objectives applicable to properties within a designated densification zone and will ensure consistency with the surrounding character of the area. The provision of the zoning by-law can then apply only.

Regarding condition (e) imposed by the Administrator, which is now the Municipality, it does not have personal benefits for the Municipality, but its removal streamlines any possible future use of the property as discussed earlier.

Regarding personal benefits, it will be possible for the owner to utilize the property considering its location and the spatial principle for this location in the CBD of George.

Socially, not removing this condition, will not hold any real benefit. The zoning by-law now determines the parameters regarding the development of property within the municipal area of George as well as the spatial development framework for the municipal area.

Lastly, removing the restrictive conditions pertaining will not remove any rights presently enjoyed by anyone. Allowing the removal of the restrictive conditions hold benefits for the property owner and the Municipality.

4.2 REZONING

It is proposed to rezone the property Erf 2603 George to Business Zone IV to accommodate professional offices for an accounting firm. The surrounding area is characterized by mixed uses including a diverse range of business and residential uses and school. The following image illustrates the existing zoning of the property and the proposed zoning. This change is in keeping with the character of the area, expanding and supporting what is already found here.



4.3 FURTHER CONSIDERATIONS

4.4.1. PRE-APPLICATION

A pre-application was submitted for consideration, and feedback was received 07 September 2026. The pre-application is attached hereto as **Annexure 7**. The feedback is discussed in the table below.

Comments	Response
Town planning	
The scale/size/magnitude of the offices must be established, applicant to take note of description for “home occupation” which is primary right on SRZI.	The existing structure is to be used for this purpose. Home occupation is not relevant in this instance.
Detailed plans to be submitted with the application. A landscaping plan may be required.	See Annexure 6 which includes the landscaping proposal for the property.
The parking layout must be functional with dimensions and vehicle swept paths shown. As per the attached plan, the circulation and maneuverability seem questionable.	As stated in the pre-application submission, the site development plan was still being developed. This plan has been amended to ensure compliance with the relevant requirements from the zoning by-law as discussed throughout this report.

Comment from HWC will be required.	Heritage Western Cape (HWC) do not comment on land use applications. A permit from HWC is required where additions or alterations are proposed to a structure older than 60 years. No additions or alterations to any existing structure are proposed as part of this application. A Notice of Intent to Develop (NID) is required for development or other activity that will change the character of a site exceeding 5 000m² in extent, involving three or more existing erven or subdivisions thereof, involving three or more erven or divisions thereof that have been consolidated within the past five years, or the rezoning of a site exceeding 10 000m² in extent. The proposed application does not trigger any of the above provisions. Accordingly, no HWC permit or NID is required in respect of this land use application.
The design of the offices must ensure protection of the character of the area, specifically the heritage aspect.	Noted. No physical change is proposed to the structure. The structure as is will be used as offices. The streetscape will remain intact.

Due to the amendment of LUPA (7 August 2026). Normal public participation to be followed (which, inter alia, include site notices and newspaper notices). Not need to notify all the owners in the township, only the adjacent property owners.	Noted.
A lot of hard surfaces are created, must consider stormwater management from the stance.	Noted. See the discussion in paragraph 4 of this report as well as the proposal included on the site development plan (Annexure 6).
Motivation in terms of LSDF and MSDF will be required.	Noted.
Need to consider all provisions and development parameters in the Zoning Scheme By Law.	Noted.

CES	
Access & Roads	
Access arrangements shall be assessed by means of a Traffic Impact Statement (TIS) or Traffic Impact Assessment (TIA), if required by the Municipality.	Noted.
The applicant shall demonstrate that the proposed development will not adversely impact on the operation or safety of the surrounding road network.	As access will remain unchanged and the proposed offices are a low-impact use, with the majority of traffic generated by staff, the development is not expected to disrupt traffic flow along Victoria Street. There is also sufficient space between the property boundary and the street kerb for a vehicle to wait safely until it is clear to enter the street.
Any road, access or intersection upgrades required as a result of the development shall be for the applicant's account.	Noted.
Parking & Loading	
Parking shall comply with the requirements of the George Municipality Zoning Scheme.	Noted and done accordingly.
Any parking deviation shall be supported by a Parking Demand Assessment.	No parking deviation required.
Adequate on-site parking, loading/off-loading facilities, vehicle service accommodation, refuse collection of vehicle access and universal access parking shall be provided.	Noted and done accordingly where applicable.
No parking, loading, off-loading or vehicle maneuvering shall be permitted within the municipal road reserve. The owner shall be responsible for ensuring ongoing compliance with this requirement.	Noted.
The proposed parking layout should be reviewed to improve internal circulation and vehicle maneuverability. Civil Engineering Services recommends reducing the parking yield where necessary to provide adequate circulation aisles, turning space and loading facilities. A swept-path assessment may be required to demonstrate that all parking bays can be accessed and exited in a forward gear without conflict with other parking bays or the building.	The parking layout has been altered as stated in the pre-application submission and earlier in this section of this report.
Water & Sewer	
Water and sewer capacity assessments may be required depending on the proposed development and anticipated service demand.	Noted.

Confirmation of both treatment capacity and bulk/reticulation network capacity shall be obtained from Civil Engineering Services.	Noted.
Any infrastructure upgrades required to accommodate the development shall be for the applicant's account.	Noted.
Development charges	
The development shall be subject to the Municipality's approved Development Charges Policy.	Noted.
Development Charges may be payable for roads, stormwater, water and sewer services, where applicable.	Noted.
Stormwater Management	
A Stormwater Management Plan may be required depending on the nature and extent of the proposed development.	Noted.
The development shall incorporate Sustainable Urban Drainage Systems (SuDS) principles, including source control, attenuation and water quality improvement measures where appropriate.	See the discussion in paragraph 4 of this report as well as the proposal included on the site development plan (Annexure 6).
Post-development runoff shall not exceed pre-development runoff rates.	Noted.
Stormwater runoff shall not adversely impact adjacent properties, municipal roads, or municipal infrastructure.	Noted.

4.4.2. PUBLIC INTEREST

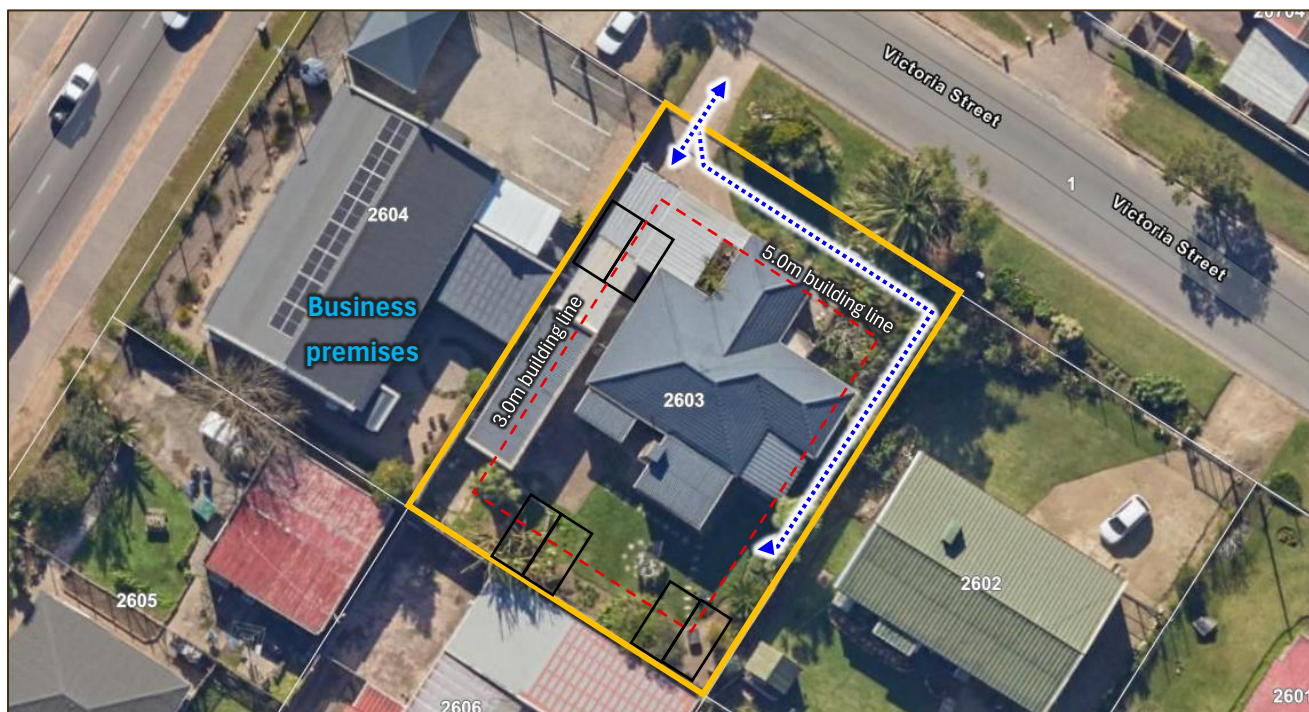
The proposed application is not expected to have any negative impacts on surrounding properties as the proposal is in keeping with the character of the area. The proposed use of the property as professional offices is a low-impact use, with no associated nuisances, excessive noise or disturbances. The offices will operate during normal business hours and will therefore not generate any late-night activity or noise.

The proposed building line relaxations are for existing structures and will not result in any new development or additional encroachment towards surrounding properties. The existing structures will be converted for office use. There are no encroachments on the southeastern side and southwestern rear where the property abuts SRZI properties.

The removal of the restrictive title conditions is also not expected to be detrimental to any surrounding property owners. The surrounding area has evolved considerably since the conditions were imposed in 1944 and is now characterized by a mix of land uses that has changed from the original character of the area. The proposed removal of the restrictions will therefore allow the property to be used in a manner that is more consistent with the current spatial character and development pattern of the surrounding area.

4.4.3. MUNICIPAL ENGINEERING SERVICES & ACCESS

The property has access to municipal water, water-borne sewerage, solid waste removal and electricity. This will not change. It is proposed to retain the existing access to the property and provide an internal driveway around the house for access to staff parking at the rear of the property.



Clients do not visit accounting offices frequently, and there will be sufficient parking for clients when they do visit close to the vehicular access to the property from Victoria Street. The parking requirement for the proposed office use is 4 bays per 100m² of GLA with 6 bays needed as discussed earlier in this report. As mentioned earlier, note the wider dimension of the parking bays proposed.

4.4.4. ENVIRONMENTAL CONSIDERATIONS

The property has no watercourses thereon, a flat topography, and has been cleared of natural vegetation, is paved and landscaped, and within the urban edge and CBD. The proposed change in use of the existing structures will not have a negative environmental impact in this location. It is expected that more landscaping will follow in relation to what is present on the property now. See the landscaping proposal included with the site development plan in See the discussion in paragraph 4 of this report as well as the proposal included on the site development plan in **Annexure 6**.

4.4.5. HERITAGE CONSIDERATIONS

Note that the core of the existing structure is older than 60 years.

Heritage Western Cape (HWC) do not comment on land use applications.

A permit from HWC is required where additions or alterations are proposed to a structure older than 60 years. No additions or alterations to any existing structure are proposed as part of this application.

A Notice of Intent to Develop (NID) is required for development or other activity that will change the character of a site exceeding 5 000m² in extent, involving three or more existing erven or subdivisions thereof, involving three or more erven or divisions thereof that have been consolidated within the past five years, or the rezoning of a site exceeding 10 000m² in extent. The proposed application does not trigger any of the above provisions.

Accordingly, no HWC permit or NID is required in respect of this application.

If any additions and alterations are to take place, the required process in terms of the National Heritage Resources Act (1999) will be followed. The property owner does have copies of approved building plans.

5. CONSIDERATION OF THE APPLICATION

The criteria for the consideration of land use applications as per the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) (SLPUMA), the Western Cape Land Use Planning Act, (Act 3 of 2014) (LUPA) and the George Municipality: By-law on Municipal Land Use Planning (2023) builds on each other. SLPUMA introduced legislative and procedural changes to the management of land use planning in South Africa. The Western Cape Province followed with LUPA and thereafter George Municipality with the Municipal Land Use Planning By-law (2023). What is relevant to this land use application is discussed in the paragraphs to follow.

5.1 SPATIAL PLANNING & LAND USE MANAGEMENT ACT, 2013 (SPLUMA)

Section 7 of this Act sets out the five development principles that are applicable to spatial planning, land development and land use management and section 42 of SPLUMA then refers to the factors that must be considered by a municipal tribunal when considering a land use planning application, which include but are not limited to:

- Five SPLUMA development principles;
- Public interest;
- Constitutional transformation;
- Respective rights and obligations of all those affected;
- State and impact of engineering services, social infrastructure and open space requirements;
- Compliance with environmental legislation.

The five development principles of SPLUMA, namely spatial justice, spatial sustainability, efficiency, spatial resilience, and good administration are not all directly relevant to this land use application. The land use application for Erf 2603 George supports the relevant development principles of SPLUMA.

Spatial justice as described in Section 7(a) of SPLUMA is not relevant to this land use application.

Spatial sustainability as described in Section 7(b) of SPLUMA is not relevant as the natural environment will not be affected by this application.

- Prime and unique agricultural land is not affected by this land use application. It is located within the urban edge of George and within the CBD.
- Environmental matters are not relevant to this application.
- The effective and equitable functioning of land markets is not negatively affected by this application.
- All current and future costs to all parties for the provision of infrastructure and social services in land developments must be considered. The impact on infrastructure cannot be more than that of a dwelling house with a home occupation.
- Land development in locations that are sustainable and that limits urban sprawl, must be promoted. The property is in the urban edge and CBD, and the application contributes to this section.

Efficiency as described in Section 7(c) of SPLUMA is supported. The efficient use of a property within the urban edge and CBD is proposed.

Spatial resilience as described in Section 7(d) of SPLUMA is not fully relevant to this land use application.

Good Administration as described in Section 7(e) of SPLUMA indicates the responsibilities of all involved in any land use matter.

No conflict with the requirements of SPLUMA was identified.

5.2 WESTERN CAPE LAND USE PLANNING ACT, 2014 (LUPA)

LUPA requires that local municipalities consider the following when deciding on land use applications:

- Applicable spatial development frameworks;
- Applicable structure plans;
- Land use planning principles referred to in Chapter VI (Section 59) which is an expansion of the five development principles of SPLUMA;
- Desirability of the proposed land use; and
- Guidelines that may be issued by the Provincial Minister regarding the desirability of proposed land use.

The applicable spatial development frameworks are discussed in Paragraph 4.2 of this motivation report. The land use planning principles expand on the five development principles of SPLUMA which is discussed in foregoing paragraphs and desirability of the proposed land use is addressed in Paragraph 4.3 to follow.

Section 19(1) and (2) of LUPA refers to **consistency** and **compliance** of a land use proposal regarding spatial development frameworks or structure plans. Considering the aim of this land use application for Erf 2603 George, no conflict was found with the George Municipal Spatial Development Framework (GMSDF) – see Paragraph 4.2.1.

5.3 GEORGE MUNICIPALITY: LAND USE PLANNING BY-LAW, 2023

The general criteria for the consideration of applications in terms of this By-law are included in Section 65 which, inter alia, includes:

- Desirability of the proposed utilisation of land;
- Impact of the proposed land development on municipal engineering services;
- Integrated development plan, including the municipal spatial development framework, the applicable local spatial development framework and/or local structure plans;
- Relevant municipal policies;
- Western Cape Provincial Spatial Development Framework;
- Section 42 of SPLUMA (public interest, constitutionality);
- Land use planning principles transposed from LUPA; and
- Provisions of the applicable zoning scheme.

The above is addressed elsewhere in this motivation report as relevant.

5.4 GEORGE INTEGRATED ZONING SCHEME BY-LAW, 2023 (GIZS)

Erf 2603 George is currently zoned Single Residential Zone I (SRZI) and accommodates a dwelling house. It is proposed to rezone the property to Business Zone IV to allow the property to be used for offices.

The proposed rezoning will result in more restrictive building lines, changing from 4.0m to 5.0m along the street boundary and from 2.0m to 3.0m along the side and rear boundaries. The existing structure is however 5.0m from the boundary with Victoria Street. The existing garage and carport do not require side building line relaxations, as they are within the maximum permitted height of 4.0m and are therefore permitted within the applicable building line – see development parameter (f) applicable to offices.

(f) **Garages and carports**

A garage or carport is permitted within the common boundary building line to a maximum height of 4 metres.

The parking requirement for the proposed office use is 4 bays per 100m² of GLA. As indicated earlier in this report, 6 bays will be required in accordance with the provisions of the zoning by-law. The tandem garage will also be retained for parking purposes – for staff.

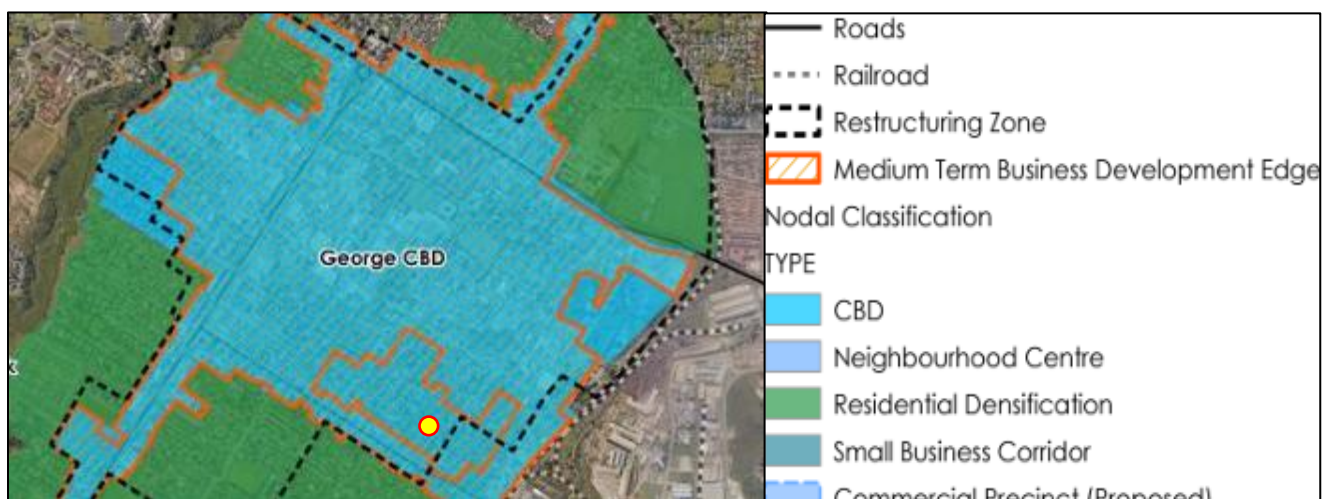
Note the dimensions for the proposed parking bays (2.6m x 5.0m) and Section 46(1)(b) of the zoning by-law:

- (b) A standard 90-degree parking bay for a motor vehicle shall measure at least 2,5 metres in width and 5.0 metres in length with 7.5 metres manoeuvring space or otherwise determined by the Municipality;

All other relevant development parameters will be complied with.

5.5 GEORGE MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (GMSDF) (2023)

Erf 2603 George is not addressed specifically in GMSDF. It is in a mixed-use area of the CBD (Category A node) within the George urban edge.



The property is wholly within the densification zone, the CBD functional area, primary node, and is one property away from the Nelson Mandela Road Activity Corridor.

The George CBD is a high intensity mixed use area defined by a business edge applicable to the core area, including office use and high-density housing options. Revitalization and urban design focussed on the public realm, including pedestrian linkages, planning aimed at improving safety and shared management must be considered in all developments in the CBD.

Two use categories are demarcated:

- i. *The core (business Edge) area includes mixed uses such as retail, commercial, offices, residential and other, but excludes industrial; and*
- ii. *areas allocated to high density residential development Map 23.*

The SDF further states the following for the CBD (Category A node):

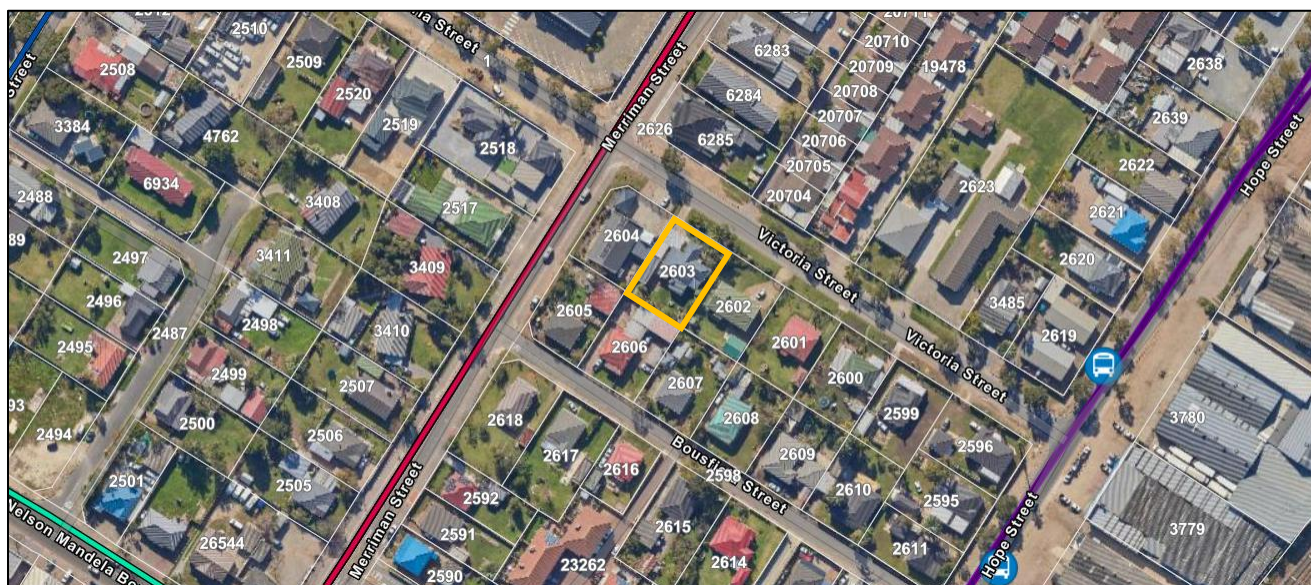
- *The Central Business district is the primary economic core of the city area, consisting of main businesses, commercial activities, corporate head offices, regional community services, transportation hubs and open spaces.*
- *Focusing on mixed land uses including high density residential.*
- *Development of flats advised to include retail components on ground floor.*
- *The CBD is subject to the restructuring zone together with the residential densification fringe, this fringe relates density in accordance with distance from public transport routes. Measured as walking distance from public transport route (80u/ha (or more to be motivated) for 150m, 60u/ha in 151-350m and 45u/ha for 351-500m.*

The SDF also states the following for the Nelson Mandela Road Activity Corridor:

- *Commercial Corridors refer to routes that form activity spines along which a mix of high-density urban uses should be encouraged, and public transport should be promoted.*
- *AMP to reflect roadside development environment.*
- *Fine grain access supported, or secondary access system provided.*
- *Activity (mixed use) corridor, along public transport route, with secondary access possibilities. Includes TOD opportunity, business/retail, industrial transition, tourism, higher density residential.*
- *Only existing offices (not extension of office use).*
- *Road design to support pedestrian orientated development and vehicle access should not be a priority for business use. Specifically aimed at supporting vibrant, existing street front activity.*

Erf 2603 George falls within the densification zone and in an area with a mixed use between residential and business. The proposal is considered appropriate given its specific locality in the CBD. The property is less than 200m from the nearest public transport pickup point. The proposed rear parking area directly supports a vibrant street front.

Also note the presence of business properties to the subject property's west and north.



The following policies as set out in the SDF are supported by the proposed use of Erf 2603 George:

Policy A2:PG(d):

Promote appropriate classification of roads, access management and parking requirements that relate to a roadside development environment that supports the urban concept.

Policy B4:PG(a)&(b):

Protection of shared areas of economic activity and opportunity.

Policy B8:PG(a):

Encouraging integrated development (spatial integration - shared uses/access) with mixed typologies and densities in private/public development.

Policy C2.5:PG(b):

Promote walkability within the intensification zone (densification area and priority nodes).

Policy C2.6:PG(a):

Support Hierarchy of Nodes/Precincts and activity streets.

Policy F1:PG(a):

To celebrate built heritage assets in a manner that contributes to renewal, urban quality, and opportunity.

This land use application will contribute to the efficient use of a property within George CBD and will support the mixed-use character of the direct and greater CBD area. The property is within walking distance from public transport facilities and by placing the parking area at the rear of the property it directly supports and enhances the sense of place in Victoria Street. This report shows that the development proposal for Erf 2603 George supports the aims of the GMSDF.

6. NEED & DESIRABILITY

Need and desirability is the balancing of various factors.

Need

Need depends on the nature of a development proposal and is based on the principle of sustainability. This report has shown that the proposed application for offices on Erf 2603 George supports the character of the George CBD as a mixed-use area. It will fulfil the property owner's need to operate their business from a strategically well-located property in the CBD.

Desirability

Desirability from a planning perspective is defined as the degree of acceptability of a proposed development on a property. The relevant factors include the physical characteristics of the property, existing planning in the area, character of the area, the locality and accessibility of the property as well as the provision of services. Another important consideration is the economic or financial impact which is only positive in this instance.

Physical characteristics of the properties

The physical characteristics of Erf 2603 George do not create conflict for the proposed application. The property is not within any environmentally restricting areas, and no new development is proposed.

Existing planning in the area

As indicated earlier in this report, this land use application is not in conflict with the George Municipal Spatial Development Framework (GMSDF).

Character of the area

As discussed earlier in this report, the proposed application for Erf 2603 George will support the character of the area, especially the office character of Victoria Street.

Provision of services

Existing municipal engineering services will continue to be used as provided at present and expanded as necessary.

Economic impact

This proposed mixed use of Erf 2603 George will form part of the economic network of the CBD.

Direct impact on surrounding properties

No neighbour will be overshadowed or overlooked considering no new development is proposed.

It is our view that the need and desirability of the proposal for Erf 2603 George, showed no negative impacts.

7. CONCLUDING

The proposed removal of restrictive title conditions and rezoning of Erf 2603 George from Single Residential Zone I to Business Zone IV for the existing structures are considered appropriate within the context of the property and surrounding area. The property is located within the George CBD, the densification zone and a mixed-use area where office and business uses are already established. The proposal is therefore consistent with the existing development pattern and the objectives of the GMSDF for the CBD.

The proposal makes efficient use of an existing developed property without requiring new buildings or significant alterations to the existing structure. The existing access and municipal services will be retained, and the proposed eight parking bays comply with the applicable parking requirements. Given the low-impact nature of the proposed accounting offices, the development is not expected to negatively affect the surrounding road network or neighboring properties.

The removal of the restrictive conditions will allow the property to be used in accordance with the current planning context of the area. The proposed building line departure is required for the existing structures, and no new development is proposed.

From this report, it is our opinion that the proposed land use application for Erf 2603 George, as described in the foregoing paragraphs, is consistent with the relevant planning considerations and applicable spatial planning framework. The proposal supports the efficient use of land within the existing urban area and is aligned with the role of George CBD as a primary node and mixed-use functional area.



MARLIZE DE BRUYN Pr. Pln



DENISE JANSE VAN RENSBURG Pr. Pln

October 2026

Ann 1

Power of Attorney

I, **Elsa Koekemoer** () the registered owner of *Erf 2603 George Municipality & Division* hereby authorises *Marlize de Bruyn* and *Denise Janse van Rensburg* from *DMC Town Planning* to submit the required land use application in terms of Section 15(2) of the Municipality's Land Use Planning By-law (2023).



E Koekemoer

Date

2/09/2026

Witness



Ann 2

1267
1ST FLOOR,
CHURCH CORNER BUILDING
CNR CHURCH AND COURTENAY
STREETS
GEORGE
6530

Prepared by me

CONVEYANCER
LOREN GILES (91373)

Deeds Office Registration fees as per Act 47 of 1937		
	Amount	Office Fee
Purchase Price		
Reason for exemption	Category Exemption.....	Exemption i t o. Sec/Reg..... Act/Proc.....

DATA / CAPTURE
31-01-2023
ATHI DAMOYI

T 002272/23

DEED OF TRANSFER

BE IT HEREBY MADE KNOWN THAT

LYNNE BOTHA LPCM 82076

appeared before me, REGISTRAR OF DEEDS at CAPE TOWN, the said appearer being duly authorised thereto by a Power of Attorney granted to him/her by

The Executor in the Estate Late
MARIUS KOEN
Number 011318/2022

DATA / VERIFY
01-02-2023
PENELOPE NGOGWANA

which said Power of Attorney was signed at Gqeberha on 19 August 2022

And the appearer declared that his/her said principal had, on 19 July 2022, truly and legally sold by Private Treaty, and that he/she, the said Appearer, in his/her capacity aforesaid, did, by virtue of these presents, cede and transfer to and on behalf of:

ELSA KOEKEMOER

Identity Number [REDACTED]

Married out of community of property

her Heirs, Executors, Administrators or Assigns, in full and free property

ERF 2603 GEORGE

**IN THE MUNICIPALITY AND DIVISION OF GEORGE
PROVINCE OF THE WESTERN CAPE**

IN EXTENT 807 (EIGHT HUNDRED AND SEVEN) Square metres

FIRST TRANSFERRED by Deed of Transfer Number T16973/1947 with Diagram No. 4824/1945 relating thereto and held by Deed of Transfer Number T20215/1989

- A. SUBJECT to the conditions as referred to in Deed of Transfer Number T5318/1939.
- B. FURTHER SUBJECT to the following conditions contained in Deed of Transfer Number T16973/1947 imposed by the Administrator of the Province of the Cape of Good Hope in terms of Ordinance No 33 of 1934 at approval of the Wistaria Subdivided Estate, namely:-

BEING in favour of the registered owners of any erf in the Subdivided Estate:

- "(a) That this erf be used for residential purposes only;
- (b) That only one dwelling, together with such outbuildings as are ordinarily required to be used therewith, be erected on this erf;
- (c) That not more than one-half the area of this erf be built upon;

- (d) That no building or structure or any portion thereof except boundary walls and fences shall be erected nearer than 4,72 metres to the street line which forms a boundary of this erf; No such building or structure excepting boundary walls and fences shall be erected within 1,57 metres of the lateral or 3,15 metres of the rear boundary common to any adjoining erf, provided that, with the consent of the Council an outbuilding not exceeding 3,05 metres in height, measured from the floor to the wall plate and no portion of which will be used for human habitation, may be erected within the above prescribed rear space."

BEING in favour of the Administrator:-

- "(e) That this erf be not subdivided except with the consent in writing of the Administrator;"

BEING in favour of the Council of the Municipality of George:

- "(f) That the owner of this erf shall be obliged to allow the drainage and/or sewage of any other erf or erven to be conveyed over this erf, if deemed necessary by the Council of the Municipality of George, and in such manner and in such position as may from time to time be reasonably required by the said Municipal Council. This right may be exercised by the Council, without the payment of compensation, and shall include the right of access to the property at any reasonable time by the Council's Officials and workmen in order to construct, alter, maintain, remove or inspect sewers, manholes, channels, conduits or other works pertaining to the sewerage or drainage system."

WHEREFORE the said Appearer, renouncing all rights and title which the said

Estate Late MARIUS KOEN

heretofore had to the premises, did in consequence also acknowledge the estate to be entirely dispossessed of, and disentitled to the same, and that by virtue of these presents, the said

ELSA KOEKEMOER, Married as aforesaid

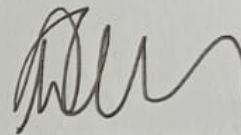
her Heirs, Executors, Administrators or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however reserving its rights, and finally acknowledging the purchase price to be the sum of [REDACTED].

IN WITNESS WHEREOF, I the said Registrar, together with the Appearer, have subscribed to these presents, and have caused the Seal of Office to be affixed thereto.

THUS DONE and EXECUTED at the Office of the REGISTRAR OF DEEDS at CAPE TOWN on

27 January 2023.

2022



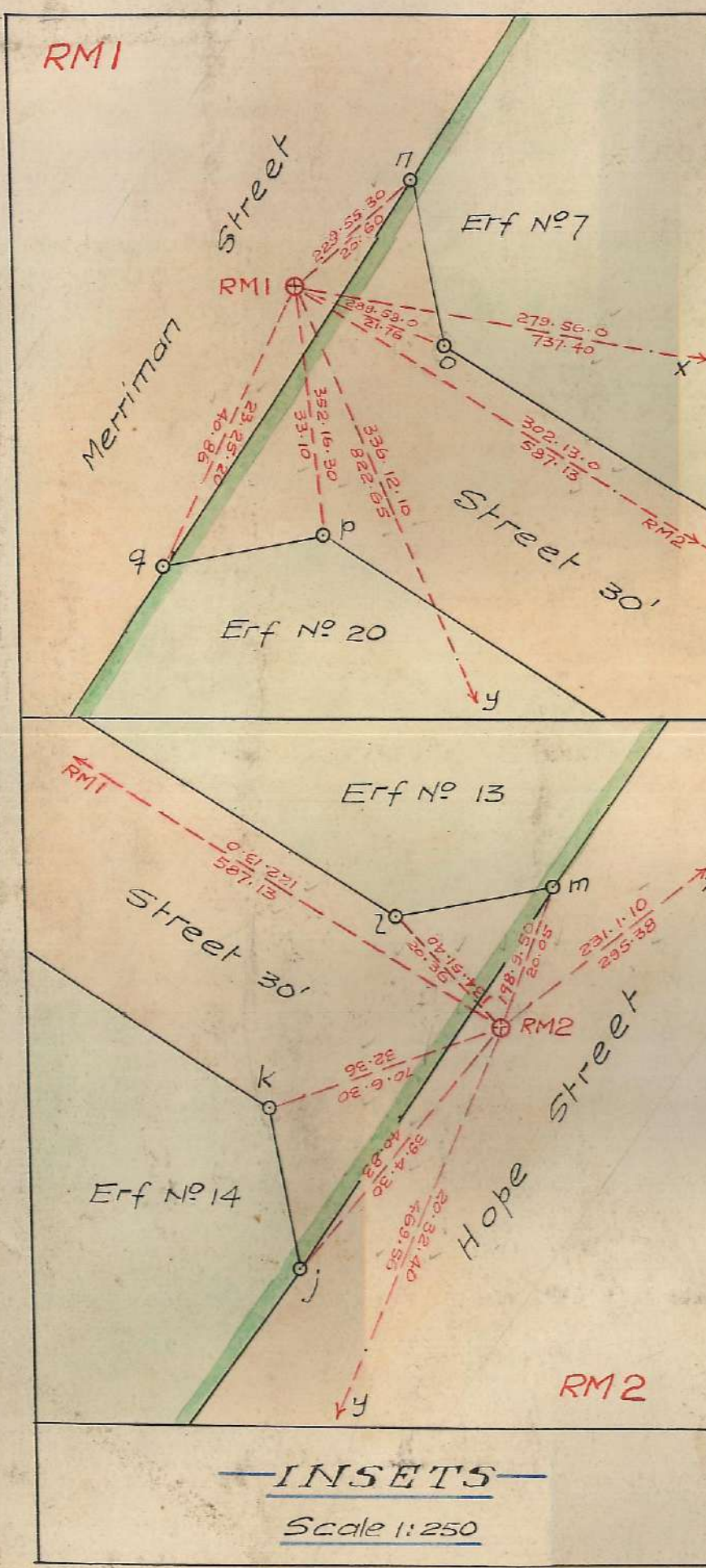
q.q.

In my presence



REGISTRAR OF DEEDS

Ann 3



INSETS
Scale 1:250



Description of Beacons:
 RM1, RM2 = 1/2" iron pegs in concrete 6" below surface.
 A = Tyre iron peg.
 C, D, E, F, G = Iron pegs 1/2" diameter.
 H = Iron peg 5/8" diameter.
 X, Y = Concrete pillars 6"x6".
 All other beacons = Iron pegs 1/2"x1/2" diameter.

C.D.R.

T.P **GENERAL PLAN 558^{L.D}**

The figure A.B.C.D.E.F.G.H represents

WISTARIA SUBDIVIDED ESTATE

In extent 2 2098 Morgen comprising 20 Erven numbered 1 to 20 and a Street being Remainder of Lot ZN

situate in the Municipality and Division of George, Province Cape of Good Hope.

Vide dgm. N° 6489/1944 annexed to 1939-108-5318 Erf 2598

The beacons of each Erf represented on this plan are in accordance with regulation, and have been placed under my supervision. Surveyed in July 1944 by me

R.D. Dumbell
 Land Surveyor.

Data of Main Figure					
Sides Cape feet		Angles of Direction		Co-ordinates y x	
AB	374.44	212.14	0	A	+ 99175.73 + 44749.82
BC	466.00	302.14	0	B	+ 98976.02 + 44433.09
CD	150.00	32.14	0	C	+ 98591.84 + 44681.64
DE	110.00	302.14	0	D	+ 98661.85 + 44808.52
EF	149.44	32.14	0	E	+ 98568.80 + 44867.19
FG	110.00	122.14	0	F	+ 98648.50 + 44993.60
GH	75.00	32.14	0	G	+ 98741.55 + 44934.93
HA	466.00	122.14	0	H	+ 98791.55 + 44998.37
				X	+ 98969.29 + 44735.26
				Y	+ 98763.69 + 45963.77
Co-ordinates of Block Corners					
					x
J	+ 98624.65 + 44955.71	11	+ 99079.88 + 44597.80		
K	+ 98629.34 + 44938.08	12	+ 98975.19 + 44610.49		
L	+ 98613.34 + 44908.71	13	+ 99091.19 + 44643.86		
M	+ 98592.65 + 44905.02	14	+ 99111.88 + 44648.55		
Co-ordinates of Reference Marks					
					MARKS
RM1	+ 98955.64 + 44611.06	RM2	+ 98598.91 + 44924.07		

LIST OF DEDUCTIONS.

ENDORSERMENTS					
NO.	REMARKS	DATE	BY	DATE	BY
1	Street name added	1975/74	423	1975/74	10.11.1969

Scale 1:750
 Cape Feet

Original diagram N° 6489/1944
 Survey Records N° E 1772/1944
 File N° S 8775/75
 Plan George Township Sh. 2

GEORGE ALLOTMENT AREA.

Numbered under the Provisions of the Deeds Registries
 Act No 47/1937. Noting Plan BL-7DD: X-42.
 Alteration to numbers shown in Red.
 For Surveyor-General
 29.11.1945

Allotment Area File: S 8775/74
 Main file: S 8775
 Noting Plan BL-7DD: X-42
 Degree Sheet: BL-7DD
 George Erf Schedule

BL-7DD: X-42
 NOTED ON George Township Sh. 2
 DATE 18.7.45
 W. H. H. H.

Ann 4

CONVEYANCER'S CERTIFICATE

I, the undersigned

ELIZABETH STENVERT

Conveyancer of Stenvert Attorneys & Conveyancers, George hereby certify as follows:

1. That I have perused **Deed of Transfer No T2272/2023** in respect of Erf 2603 George, in the Municipality and Division of George, Province of the Western Cape Province IN EXTENT 807 square metres registered in the name of:

ELSA KOEKEMOER

Identity Number [REDACTED]

2. No bond is registered on the property.
3. It was found that there are restrictive conditions registered against such property, namely:

Par. B (a), (b), (c), (d) and (e)

These restrictions are to be removed through the accompanying land use application for rezoning.

Signed at GEORGE on this 1 st day of September 2026.



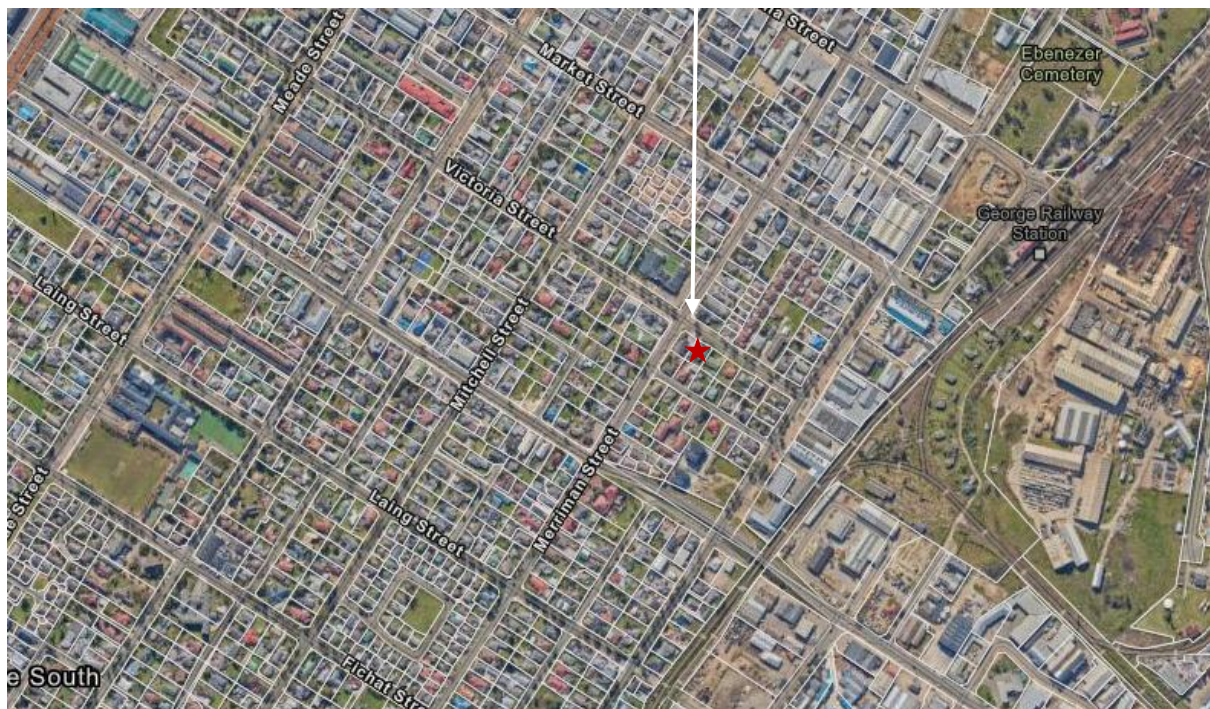
.....
E STENVERT

Elizabeth Stenvert (B IUR. LLB)
Practising Attorney & Conveyancer
Commissioner Of Oaths
26 Parakiet Street, George

Ann 5

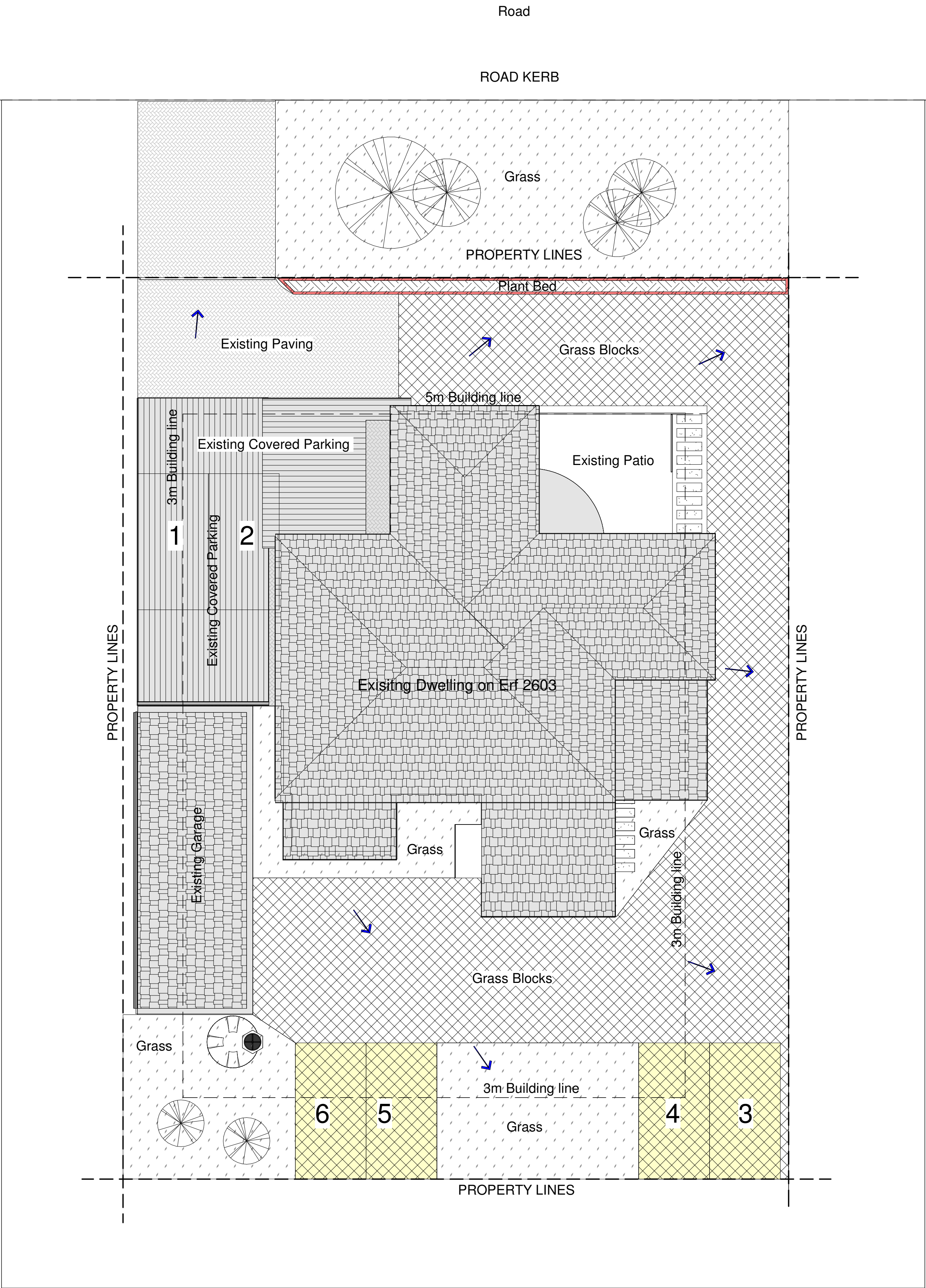
ERF 2603 GEORGE

LOCALITY PLAN



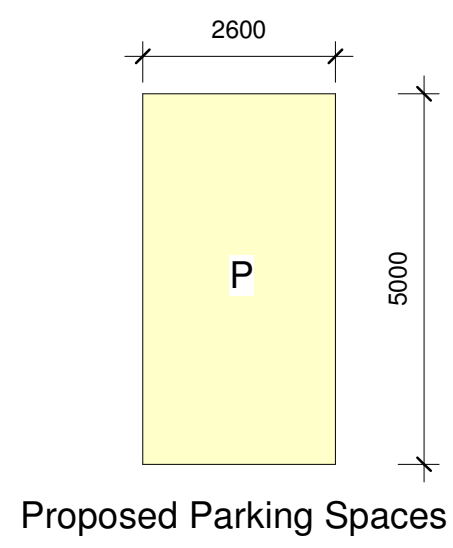
Ann 6

Site
Scale 1:100



GLA Coverage = 130m²

→
Natural Rainwater Flow



LOCALITY INFORMATION	
USE ZONE	RESIDENTIAL 1
BUILDING CLASSIFICATION	H.4. Dwelling House
SERVITUDES	NONE
SITE AREA	808.68m ²
BUILDING LINES	Along Common Boundary 3m For Single Storey Building 0m For Garage (1/3 of length) 0m for Braai Along Street Boundary 5m For main building 5m For Garages facing street
HEIGHT LINES	7.5M ABOVE NGL
PARKING	2 BAYS ON SITE FOR VISITORS (6 for New GLA Coverage as Proposed)
COVERAGE	GLA 130m ²
AREAS	
GROUND STOREY	201m ²
GARAGE	41m ²
COVERED PARKING	75m ²
OPEN PATIOS	24m ²
DRIVEWAY	33m ²
HARD LANDSCAPE OF REMAINDER	443m ²
SOFT LANDSCAPE	99m ²

NOTES

- The design on this drawing is copyright and remains the property of Pro Arch. Designs.
- All work to be carried out in strict accordance with the local authority requirements, National Building Regulations, SANS 10400, and the S.A.B.S standards.
- All relevant details, levels and dimensions must be checked on site before commencement of work.
- Any discrepancies to be reported to the Architectural Professional's office immediately.
- This design and drawing is protected under Copyright Act 1956, and cannot be used or reproduced in part or in whole without the author's consent and remains the property of Pro Arch. Designs.
- This drawing is not to be scaled, figured dimension to be used only. If any doubt arises contact the Architectural Professional immediately.
- Structural Engineer - All drawings and specifications are to be read in conjunction with the Engineer's drawings.
- All work is to be in strict accordance with local authority's bylaws and National Building Regulations.
- Unless otherwise specified all new work to tie in with and match existing.
- Chemical toilet to be provided prior to commencement of building operations if required internal and external window sills as per specification.
- Windows as per plan and specification
- All timber according to SABS, 0161 and 0163
- Drawing to be read in conjunction with the contract, Specifications signed by the client and developer and engineer's drawings specs.
- Wall ties: Galvanised built in every 4 courses.
- Stairs, balustrades to comply with SANS 10400 Part M
- All Glass to comply SANS 10400 Part N
- Lighting & Ventilation to comply with SANS 10400 Part O
- All Drainage to comply with SANS 10400 Part P
- Fire Protection and smoke control to comply with SANS 10400 Part T
- Energy Usage to comply with SANS 10400 Part XA
- Written notice must be obtained for any aesthetic and structural changes from Pro Arch. Designs and the appointed engineer on site.
- Vertical d.p.c. to be fixed at changes in all levels.
- Inspection eyes to all drainage and sewage pipe work to be accessible and to be suitably marked at ground level.
- The fall of the site is according to the surveyor.
- Determine final position of municipality sewage connection on site.
- Determine position of existing sewer line, before building.
- Concrete lintels over every window, door and opening.

REVISIONS

Revision Number	Revision Date	Issued to	Revision Description
A	8-10-2026	George Municipality	Proposed Rezoning from Single Residential Zone I to Business Zone IV for Office Purposes

Sheet List			
Sheet Number	Sheet Name	Current Revision	Current Revision Date
A100	Site	A	8-10-2026
A200	Layouts	A	8-10-2026
A210	Elevations	A	8-10-2026

SKETCH PLAN	
INFORMATION ONLY	
HOA / MUNICIPAL DOCUMENT	X
CONSTRUCTION	
CLIENT	

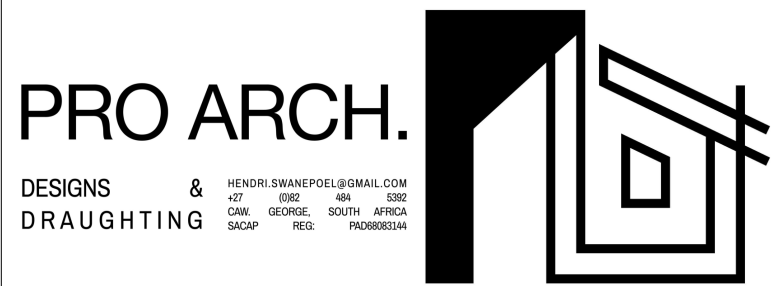
Mnr. C Lategan

PROJECT
ERF 2603: Site Layout and Landscaping

DRAWING

Site

Scale 1 : 100	Date 07-10-2026	Drawn H.Swanepoel
Project No. 0001	Drawing No. A100	Revision No. A



2026/10/08 14:30:59



- ## REVISIONS

SKETCH PLAN	
INFORMATION ONLY	
HOA / MUNICIPAL DOCUMENT	X
CONSTRUCTION	

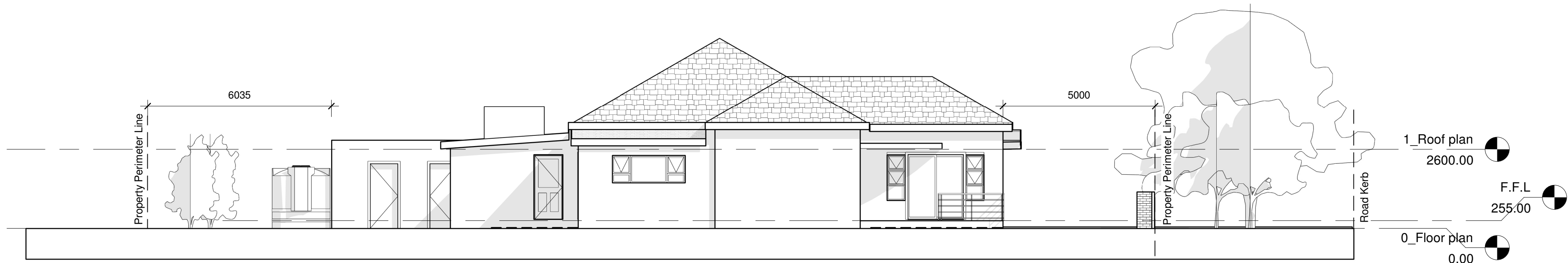
CLIENT

PROJECT

DRAWING

Layouts

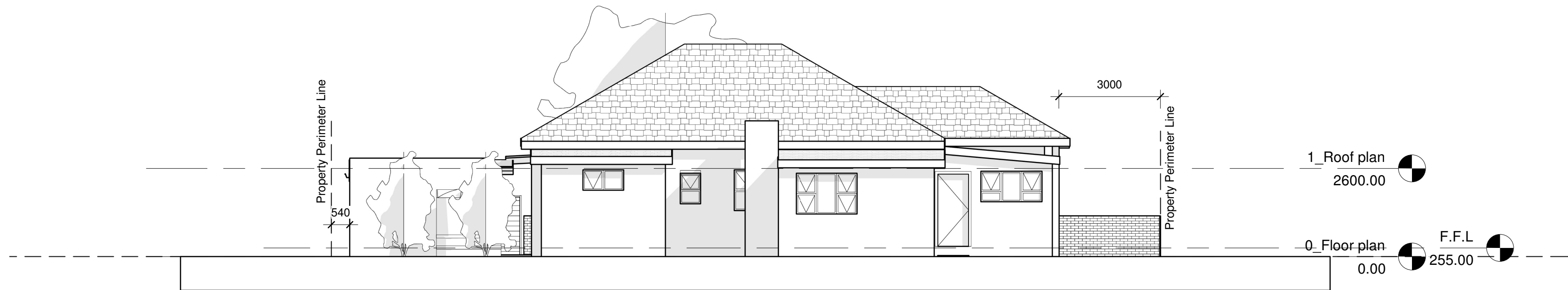

PROFESSIONAL ARCHITECTURAL DRAUGHTSPERSON
HENDRIK PETRUS SWANEPOEL
 14:25 PM (Africa/Johannesburg) on 18 Aug 2025
 



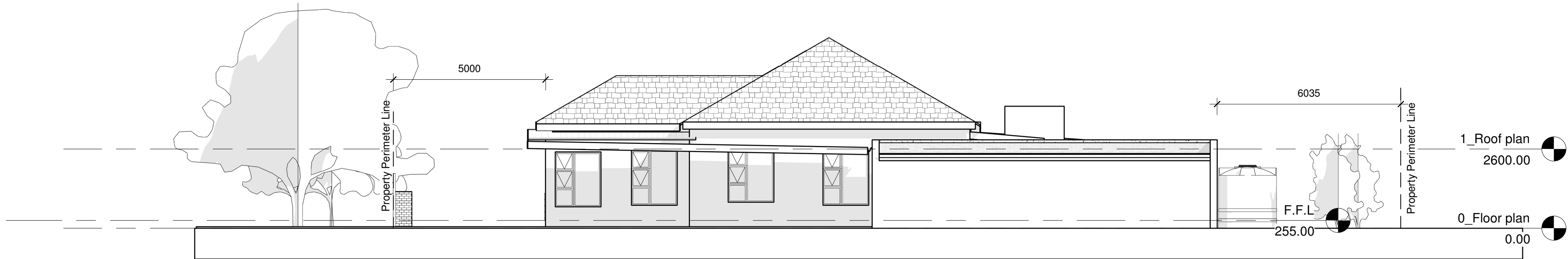
East
SCALE: 1 : 100



North
SCALE: 1 : 100



South
SCALE: 1 : 100



West
SCALE: 1 : 100

NOTES

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- Inspection eyes to all drainage and sewage pipe work to be accessible and to be suitably marked at ground level.
- The fall of the site is according to the surveyor.
- Determine final position of municipality sewage connection on site.
- Determine position of existing sewer line, before building.
- Concrete lintels over every window, door and opening.

REVISIONS

Revision Number	Revision Date	Issued to	Revision Description
A	16 10 2026	George Municipality	Proposed Rezoning from Single Residential Zone I to Business Zone IV for Office Purposes

SKETCH PLAN	
INFORMATION ONLY	
HOA / MUNICIPAL DOCUMENT	X
CONSTRUCTION	

CLIENT

Mnr. C Lategan

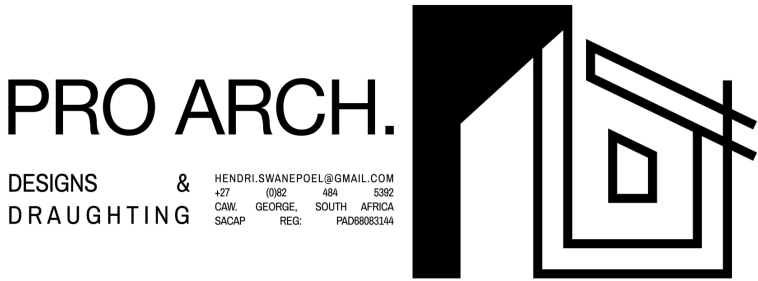
PROJECT

ERF 2603: Site Layout and Landscaping

DRAWING

Elevations

Scale 1 : 100	Date 07-10-2026	Drawn H.Swanepoel
Project No. 0001	Drawing No. A210	Revision No. A



Ann 7

LAND USE PLANNING PRE-APPLICATION CONSULTATION FORM

PLEASE NOTE:

Pre-application consultation is an advisory session and is required prior to submission of an application for rezoning, consent use, temporary departure and subdivision. It does not in any way pre-empt the outcome of any future application which may be submitted to the Municipality.

PART A: PARTICULARS

Reference number: 4425121

Purpose of consultation: To discuss proposed land use application

Brief proposal: Proposed Removal of Restrictions & Rezoning

Property(ies) description: Erf 2603, Victoria Street, George

Date: 26 August 2026

Attendees:

	Name & Surname	Organisation	Contact Number	E-mail
Official	Ilané Huyser	George Mun.	044 801 9477	ihuyser@george.gov.za
Official	Fakazile Vava	George Mun.	044 801 9477	fvava@george.gov.za
Pre-applicant	Marlize de Bruyn	DMC Town Planning	0766340150	marlize@mdbplanning.co.za

Documentation provided for discussion:

(Include document reference, document/plan dates and plan numbers where possible and attach to this form)

____ **Copy of title deed, locality & draft site plan** _____

Has pre-application been undertaken for a Land Development application with the Department of Environmental Affairs & Development Planning (DEA&DP)?

YES	NO
-----	----

Comprehensive overview of proposal:

Erf 26030 George is a Single Residential Zone I (dwelling house)-property, 807m² in extent. It is proposed to rezone the property to Business Zone IV (offices) to be used as offices for an accounting firm.

It is proposed to retain the current access and provide parking for staff in the rear of the property. Clients do not visit such offices frequently but parking for their purpose should be accommodated on the street side of the structure.

The draft layout provided with this pre-application is being improved to ensure compliance with relevant development parameters.

It is not clear at this point in time if any permanent departures will be needed.

Erf 26030 George is located in the CBD of George as confirmed by the George Municipal Spatial Development Framework (GMSDF) and Victoria Street does have a professional office character.

The title deed does include restrictive conditions which has to be removed simultaneously. It is proposed to remove paragraph B(a) – (d) (in favour of Wistaria Estate – see GP attached). Also, paragraph B(e), in favour of the Administrator is proposed to be removed. This last restriction refers to subdivision. It is proposed to also remove this restriction in the light of a possible sectional title scheme in future. Sectional title is a form of subdivision and sometimes cause delays in the Deeds Office. A sectional title scheme is not the aim of this land use application, but the current or future owners could follow this route.

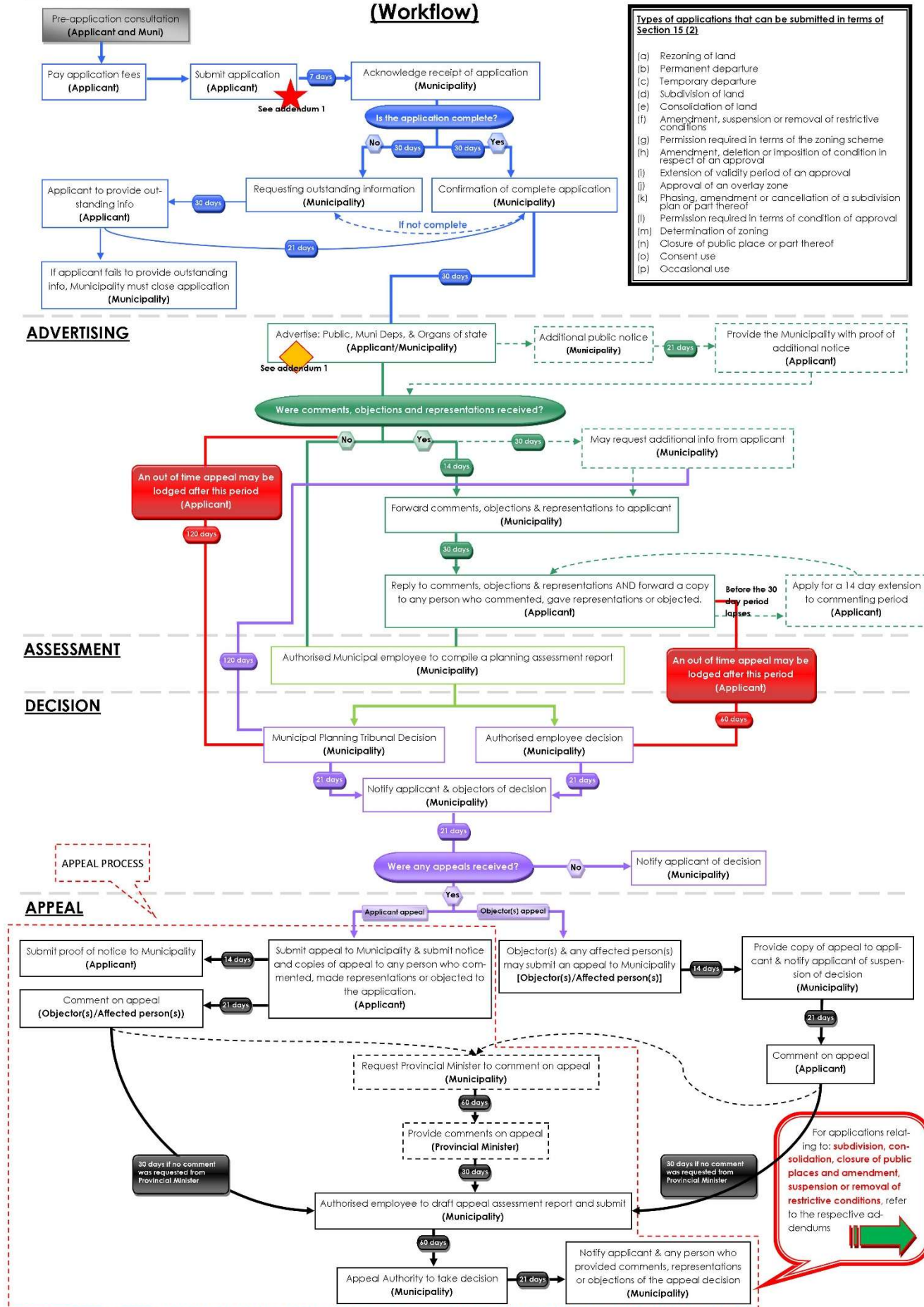
Note that the core of the existing structure is older than 60 years. If any additions and alterations are to take place, the required process in terms of the National Heritage Resources Act (1999) will be followed. The property owner does have copies of approved building plans.

PART B: APPLICATION PROCESS (WILL FULLY APPLY ONLY ONCE LUPA REGULATIONS ARE IN FORCE)

SUBMISSION

Draft By-Law on Municipal Land Use Planning

(Workflow)



SECTION A:

DETERMINATION OF APPLICATION TYPES, PRESCRIBED NOTICE AND ADVERTISEMENT PROCEDURES

Tick if relevant	What land use planning applications are required?	Application fees payable
x	2(a) a rezoning of land;	To be determined
	2(b) a permanent departure from the development parameters of the zoning scheme;	R
	2(c) a departure granted on a temporary basis to utilise land for a purpose not permitted in terms of the primary rights of the zoning applicable to the land;	R
	2(d) a subdivision of land that is not exempted in terms of section 24, including the registration of a servitude or lease agreement;	R
	2(e) a consolidation of land that is not exempted in terms of section 24;	R
x	2(f) a removal, suspension, or amendment of restrictive conditions in respect of a land unit;	To be determined
	2(g) a permission required in terms of the zoning scheme;	R
	2(h) an amendment, deletion, or imposition of conditions in respect of an existing approval;	R
	2(i) an extension of the validity period of an approval;	R
	2(j) an approval of an overlay zone as contemplated in the zoning scheme;	R
	2(k) an amendment or cancellation of an approved subdivision plan or part thereof, including a general plan or diagram;	R
	2(l) a permission required in terms of a condition of approval;	R
	2(m) A determination of a zoning;	R
	2(n) A closure of a public place or part thereof;	R
	2(o) a consent use contemplated in the zoning scheme;	R
	2(p) an occasional use of land;	R
	2(q) to disestablish a homeowner's association;	R
	2(r) to rectify a failure by a homeowner's association to meet its obligations in respect of the control over or maintenance of services;	R
	2(s) a permission required for the reconstruction of an existing building that constitutes a non-conforming use that is destroyed or damaged to the extent that it is necessary to demolish a substantial part of the building	R
Tick if relevant	What prescribed notice and advertisement procedures will be required?	Advertising fees payable
Y	N Serving of notices (i.e. registered letters etc.)	R
Y	N Publication of notices (i.e. Provincial Gazette, Local Newspaper(s) etc.)	R
Y	N Additional publication of notices (i.e. Site notice, public meeting, local radio, website, letters of consent etc.)	R
Y	N Placing of final notice (i.e. Provincial Gazette etc.)	R
TOTAL APPLICATION FEE* (VAT excluded):		To be determined

PLEASE NOTE: * Application fees are estimated on the information discussed and are subject to change with submission of the formal application and/or yearly application fee increase.

SECTION B:
PROVISIONS IN TERMS OF THE RELEVANT PLANNING LEGISLATION / POLICIES / GUIDELINES

QUESTIONS REGARDING PLANNING POLICY CONTEXT	YES	NO	TO BE DETERMINED	COMMENT
Is any Municipal Integrated Development Plan (IDP)/Spatial Development Framework (SDF) and/or any other Municipal policies/guidelines applicable? If yes, is the proposal in line with the aforementioned documentation/plans?	X			
Any applicable restrictive condition(s) prohibiting the proposal? If yes, is/are the condition(s) in favour of a third party(ies)? [List condition numbers and third party(ies)]			X	Conveyance Attorney to confirm
Any other Municipal by-law that may be relevant to application? (If yes, specify)	X			
Zoning Scheme Regulation considerations: Which zoning scheme regulations apply to this site? <u> GIZSB 2023 </u> What is the current zoning of the property? <u> SRZI </u> What is the proposed zoning of the property? <u> BZIV </u> Does the proposal fall within the provisions/parameters of the zoning scheme? <u> To be determined </u> Are additional applications required to deviate from the zoning scheme? (if yes, specify) <u> To be determined </u>				

QUESTIONS REGARDING OTHER PLANNING CONSIDERATIONS	YES	NO	TO BE DETERMINED	COMMENT
Is the proposal in line with the Provincial Spatial Development Framework (PSDF) and/or any other Provincial bylaws/policies/guidelines/documents?	X			
Are any regional/district spatial plans relevant? If yes, is the proposal in line with the document/plans?		X		

SECTION C:
CONSENT / COMMENT REQUIRED FROM OTHER ORGANS OF STATE

QUESTIONS REGARDING CONSENT / COMMENT REQUIRED	YES	NO	TO BE DETERMINED	OBTAIN APPROVAL / CONSENT / COMMENT FROM:
Is/was the property(ies) utilised for agricultural purposes?		X		Western Cape Provincial Department of Agriculture
Will the proposal require approval in terms of Subdivision of Agricultural Land Act, 1970 (Act 70 of 1970)?		X		National Department of Agriculture
Will the proposal trigger a listed activity in terms of National Environmental Management Act, 1998 (Act 107 of 1998) (NEMA)?		X		Western Cape Provincial Department of Environmental Affairs & Development Planning (DEA&DP)
Will the proposal require authorisation in terms of Specific Environmental Management Act(s) (SEMA)? (National Environmental Management: Protected Areas Act, 2003 (Act 57 of 2003) (NEM:PAA) / National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004) (NEM:BA) / National Environmental Management: Air Quality Act, 2004 (Act 39 of 2004) (NEM:AQA) / National Environmental Management: Integrated Coastal Management Act, 2008 (Act 24 of 2008) (NEM:ICM) / National Environmental Management: Waste Act, 2008 (Act 59 of 2008) (NEM:WA) (~~strikethrough irrelevant~~)		X		National Department of Environmental Affairs (DEA) & DEA&DP
Will the proposal require authorisation in terms of the National Water Act, 1998 (Act 36 of 1998)?		X		National Department of Water & Sanitation (DWS)
Will the proposal trigger a listed activity in terms of the National Heritage Resources Act, 1999 (Act 25 of 1999)?		X		South African Heritage Resources Agency (SAHRA) & Heritage Western Cape (HWC)
Will the proposal have an impact on any National or Provincial roads?		X		National Department of Transport / South Africa National Roads Agency Ltd. (SANRAL) & Western Cape Provincial Department of Infrastructure (RNM)

QUESTIONS REGARDING CONSENT / COMMENT REQUIRED	YES	NO	TO BE DETERMINED	OBTAIN APPROVAL / CONSENT / COMMENT FROM:
Will the proposal trigger a listed activity in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993): Major Hazard Installations Regulations		X		National Department of Labour (DL)
Will the proposal affect any Eskom owned land and/or servitudes?		X		Eskom
Will the proposal affect any Telkom owned land and/or servitudes?		X		Telkom
Will the proposal affect any Transnet owned land and/or servitudes?		X		Transnet
Is the property subject to a land / restitution claims?		X		National Department of Rural Development & Land Reform
Will the proposal require comments from SANParks and/or CapeNature?		X		SANParks / CapeNature
Will the proposal require comments from DFFE?		X		Department of Environment, Forestry and Fishery
Is the property subject to any existing mineral rights?		X		National Department of Mineral Resources
Does the proposal lead to densification to such an extent that the number of schools, healthcare facilities, libraries, safety services, etc. In the area may be impacted on? (~~strikethrough irrelevant~~)		X		Western Cape Provincial Departments of Cultural Affairs & Sport (DCAS), Education, Social Development, Health and Community Safety

**SECTION D:
SERVICE REQUIREMENTS**

DOES THE PROPOSAL REQUIRE THE FOLLOWING ADDITIONAL INFRASTRUCTURE / SERVICES?	YES	NO	TO BE DETERMINED	OBTAIN COMMENT FROM: (~~list internal department~~)
Electricity supply:			X	Directorate: Electro-technical Services
Water supply:			X	Directorate: Civil Engineering Services
Sewerage and wastewater:			X	Directorate: Civil Engineering Services
Stormwater:			X	Directorate: Civil Engineering Services
Road network:			X	Directorate: Civil Engineering Services
Telecommunication services:			X	
Other services required? Please specify.			X	

Development charges:			X	
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PART D: COPIES OF PLANS / DOCUMENTS TO BE SUBMITTED AS PART OF THE APPLICATION

COMPULSORY INFORMATION REQUIRED:

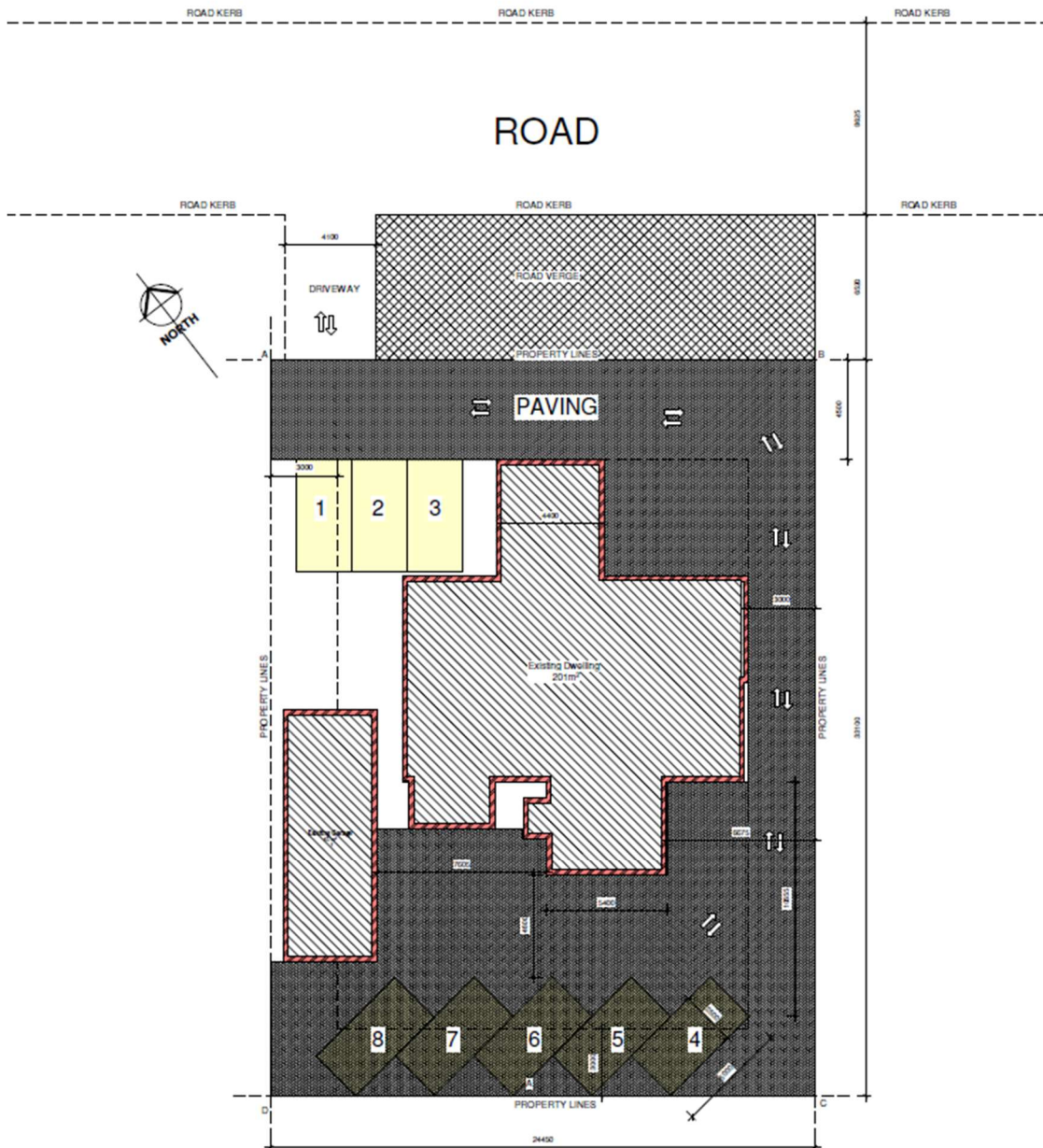
Y	N	Power of Attorney / Owner's consent if applicant is not owner (if applicable)	Y	N	S.G. noting sheet extract / Erf diagram / General Plan
Y	N	Motivation report / letter	Y	N	Full copy of the Title Deed
Y	N	Locality Plan	Y	N	Site Layout Plan
Y	N	Proof of payment of fees	Y	N	Bondholder's consent

MINIMUM AND ADDITIONAL REQUIREMENTS:

Y	N	Site Development Plan	Y	N	Conveyancer's Certificate
Y	N	Land Use Plan	Y	N	Proposed Zoning plan
Y	N	Phasing Plan	Y	N	Consolidation Plan
Y	N	Abutting owner's consent	Y	N	Landscaping / Tree Plan
Y	N	Proposed Subdivision Plan (including street names and numbers)	Y	N	Copy of original approval letter
Y	N	Services Report or indication of all municipal services / registered servitudes	Y	N	Homeowners' Association consent
Y	N	Copy of Environmental Impact Assessment (EIA) / Heritage Impact Assessment (HIA) / Traffic Impact Assessment (TIA) / Traffic Impact Statement (TIS) / Major Hazard Impact Assessment (MHIA) / Environmental Authorisation (EA) / Record of Decision (ROD) (~~strikethrough irrelevant~~)	Y	N	1 : 50 / 1:100 Flood line determination (plan / report)
Y	N	Other (specify)	Y	N	Required number of documentation copies

PART E: DISCUSSION

Pre-application as discussed on 26 August 2026 for the proposed Rezoning and ROR on Erf 2603, George in order to allow for the operation of offices. The following site layout plan was provided for discussion:



Town planning comments:

- The scale/size/magnitude of the offices must be established, applicant to take note of description for “home occupation” which is primary right on SRZ I .
- Detailed plans to be submitted with the application. A landscaping plan may be required.
- The parking layout must be functional with dimensions and vehicle swept paths shown. As per the attached plan the circulation and manoeuvrability seems questionable.
- Comment from HWC will be required.
- The design of the offices must ensure protection of the character of the area, specifically the heritage aspect.
- Due to the amendment of LUPA (7 August 2026). Normal public participation to be followed (which, inter alia, include site notices and news paper notices). Not need to notify all the owners in the township, only the adjacent property owners.

- A lot of hard surfaces are created, must consider the stormwater management from the stance.
- Motivation in terms of LSDF and MSDF will be required.
- Need to consider all provisions and development parameters in the Zoning Scheme By Law.

CES comments

Access and Roads

- Access arrangements shall be assessed by means of a Traffic Impact Statement (TIS) or Traffic Impact Assessment (TIA), if required by the Municipality.
- The applicant shall demonstrate that the proposed development will not adversely impact the operation or safety of the surrounding road network.
- Any road, access or intersection upgrades required as a result of the development shall be for the applicant's account.

Parking and loading

- Parking shall comply with the requirements of the George Municipality Zoning Scheme.
- Any parking deviation shall be supported by a Parking Demand Assessment.
- Adequate on-site parking, loading/off-loading facilities, service vehicle accommodation, refuse collection vehicle access and universal access parking shall be provided.
- No parking, loading, off-loading or vehicle manoeuvring shall be permitted within the municipal road reserve. The owner shall be responsible for ensuring ongoing compliance with this requirement.
- The proposed parking layout should be reviewed to improve internal circulation and vehicle manoeuvrability. Civil Engineering Services recommends reducing the parking yield where necessary to provide adequate circulation aisles, turning space and loading facilities. A swept-path assessment may be required to demonstrate that all parking bays can be accessed and exited in a forward gear without conflict with other parking bays or the building.

Water and Sewer

- Water and sewer capacity assessments may be required depending on the proposed development and anticipated service demand.
- Confirmation of both treatment capacity and bulk/reticulation network capacity shall be obtained from Civil Engineering Services.
- Any infrastructure upgrades required to accommodate the development shall be for the applicant's account.

Development Charges

- The development shall be subject to the Municipality's approved Development Charges Policy.
- Development Charges may be payable for roads, stormwater, water and sewer services, where applicable.

Stormwater Management

- A Stormwater Management Plan may be required depending on the nature and extent of the proposed development.
- **The development shall incorporate Sustainable Urban Drainage Systems (SuDS) principles, including source control, attenuation and water quality improvement measures where appropriate.**
- Post-development runoff shall not exceed pre-development runoff rates.
- Stormwater runoff shall not adversely impact adjacent properties, municipal roads, or municipal infrastructure.

PART F: SUMMARY / WAY FORWARD

- Refer to comments above.
- Furthermore, these pre-application comments are not exhaustive and should not be relied upon as a definitive assessment or preliminary approval of the proposal. It remains the applicant's responsibility to ensure the accuracy and completeness of the application and to ensure that it is prepared and submitted in accordance with all relevant requirements and legislation.

OFFICIAL: 
Fakazile Vava (town Planner)

PRE-APPLICANT: **Marlize de Bruyn**
(FULL NAME)

SIGNED:  _____

SIGNED: _____

Ilané Huyser (Senior town planner)

DATE: 2026.09.07 _____

DATE: **24 August 2026** _____

**Please note that the above comments are subject to the documents and information available to us at the time of the pre-application meeting and we reserve our rights to elaborate on this matter further and/or request more information/documents should it be deemed necessary.*