



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Application Number: LU/16567 (TP605/2023)

Our File Reference Number: Erf 787 Stellenbosch

Your Reference Number:

Enquiries: Ulrich von Molendorff

Contact No: 021 – 808 8682

Email address: Ulrich.Vonmolendorff@stellenbosch.gov.za

PER

Sir / Madam

APPLICATION FOR THE REZONING OF ERF 787, HAMMAN STREET, STELLENBOSCH FROM CONVENTIONAL RESIDENTIAL ZONE TO MIXED USE ZONE TO ALLOW FOR THE EXISTING BUILDINGS ON THE PROPERTY TO BE USED AS OFFICES.

1. The above application refers.
2. The Municipal Planning Tribunal on 26 September 2025 resolved as follows:
3. That it **BE DECIDED** that the application in terms of Section 15(2) of the Stellenbosch Municipal Land Use Planning Bylaw for the Rezoning of Erf 787, Hamman Street, from Conventional Residential Zone to Mixed Use Zone for the use of the existing buildings on the property for office purposes, as indicated on the Site Development Plan, Drawn by: Alan King, Drawing No: W.04/23, Dated 25-04-2023, Page 1 of 6

BE APPROVED in terms of Section 60 of the said Bylaw and subject to conditions of approval.

4. The approval is subject to the following **conditions** imposed in terms of Section 66 of the said Bylaw:
 - 4.1 The approval only applies to the proposed application under consideration and shall not be construed as authority to depart from any other legal prescriptions or requirements from Council or other legislation or Bylaws or Regulations that may be applicable.
 - 4.2 The conditions imposed by the Directorate Infrastructure Services: Civil Engineering Services in their memo dated 23 April 2024, attached as **Annexure G**, be adhered to.
 - 4.3 Development charges are payable in accordance with the prevailing and applicable Council Tariffs at the time of payment prior to approval of any building plans, or as may be agreed on in writing with the Director Infrastructure Services.
 - 4.4 Building plans be submitted to the Municipality for approval and be in accordance with the Site Development Plan, Drawn by: Alan King, Drawing No: W.04/23, Dated 25-04-2023, Pages 1 of 6, attached as **Annexure B**.

- 4.5 That the onsite parking be clearly demarcated and provided with a suitable surface material approved by the Directorate Infrastructures Services.
5. The **reasons** for the above decision are as follows:
- 5.1 The proposed development is in support of the continuation of the status quo which does not detract from the related municipal policy or amenity or character of the immediate area.
- 5.2 Any future redevelopment of the property will require a new and comprehensive application inclusive of public participation.
6. You are hereby informed in terms of section 79(2) of the Stellenbosch Municipal Land Use Planning Bylaw of your right to appeal the above decision to the Appeal Authority within 21 days from the date of notification of the above decision. Please note that no late appeals or an extension of time for the submission of appeals are permitted in terms of Section 80(1)(a) of the said By-Law.
7. Appeals must be submitted by completing the required form with the prescribed information to satisfy the requirements of Section 80(2) of the said By-law, failing which the appeal will be invalid in terms of Section 81(1)(b) of the said By-Law.
8. **Appeals must be addressed to the Municipal Manager and submitted to his/ her designated official by means of e-mail at the following address: landuse.appeals@stellenbosch.gov.za**
9. Any party (applicant or other) who lodges an appeal must pay the applicable appeal fee in terms of the approved municipal tariffs and submit the proof of payment together with the appeal. The **LU** Reference number on this correspondence, or the applicable Erf/ Farm Number must be used as the reference for the payment of the appeal fee.
10. The appeal form and approved tariff structure and the banking details for the General Account can be accessed and viewed on the municipal website. For any enquiries the office can be contacted at landuse.appeals@stellenbosch.gov.za or 021 – 808 8684.
11. An applicant who lodges an appeal must also adhere to the following requirements stipulated in terms of section 80(3) to (7) of the said By-law:
- (a) Simultaneously serve the appeal on any person who commented on the application concerned and any other person as the municipality may determine.
 - (b) The notice by the applicant must invite persons to comment on the appeal within 21 days from date of notification of the appeal.
 - (c) The notice must be served in accordance with section 35 of the said legislation and in accordance with the prescripts or such additional requirements as may be determined by the Municipality.

(d) Proof of serving the notification must be submitted to the Municipality at the above E-mail address within 14 days of serving the notification.

12. Kindly note that no appeal right exists in terms of Section 62 of the Local Government Municipal Systems Act, No 32 of 2000.

13. Kindly note the above decision in the case of any approval, is suspended, and may therefore not be acted on, until such time as the period for lodging appeals has lapsed, any appeal has been finalised and you've been advised accordingly.

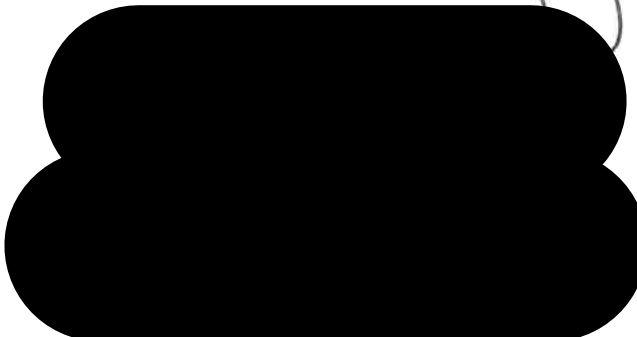
Yours faithfully



FOR DIRECTOR: PLANNING AND ECONOMIC DEVELOPMENT

21/10/2025
DATE

COPIES TO:

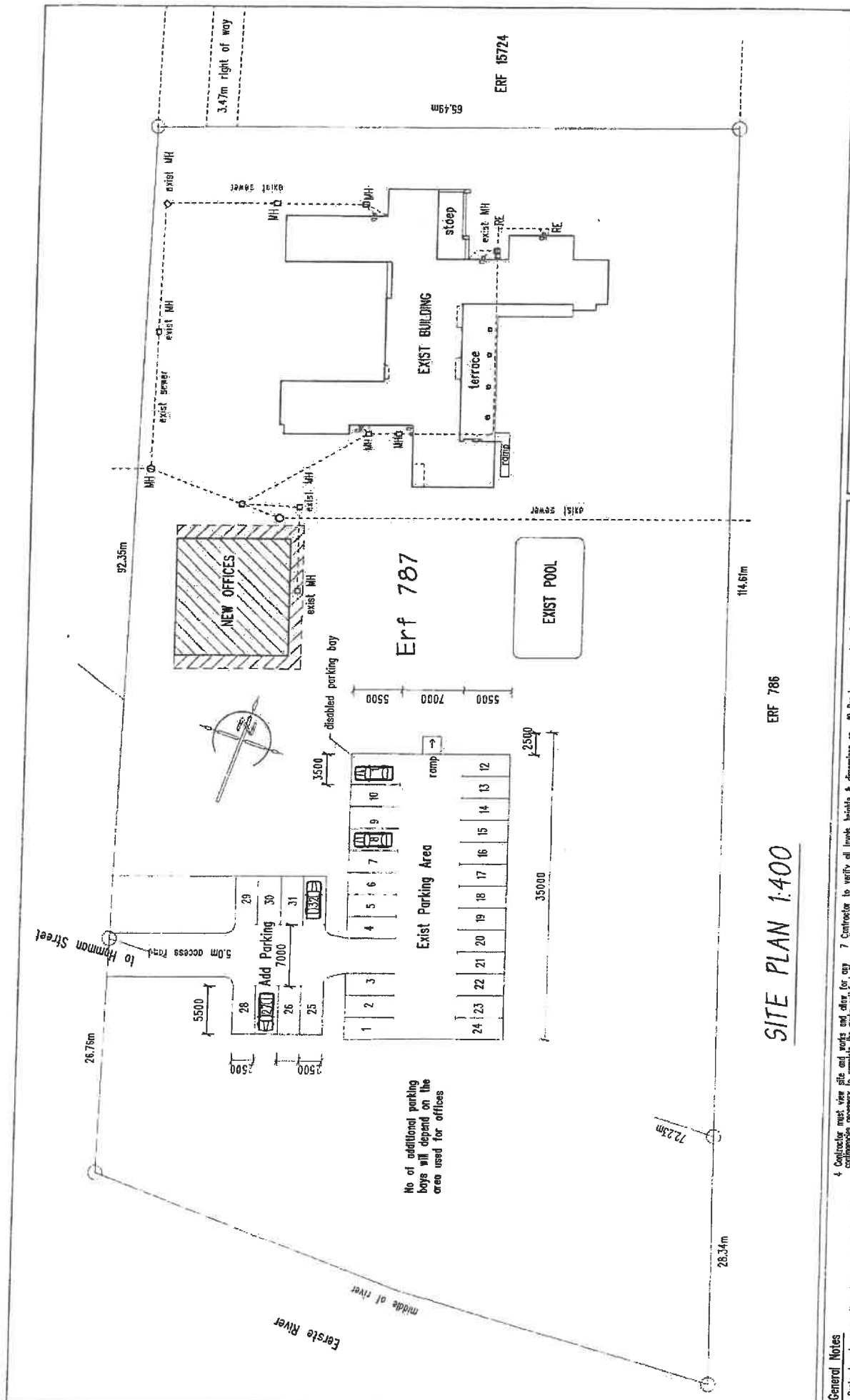




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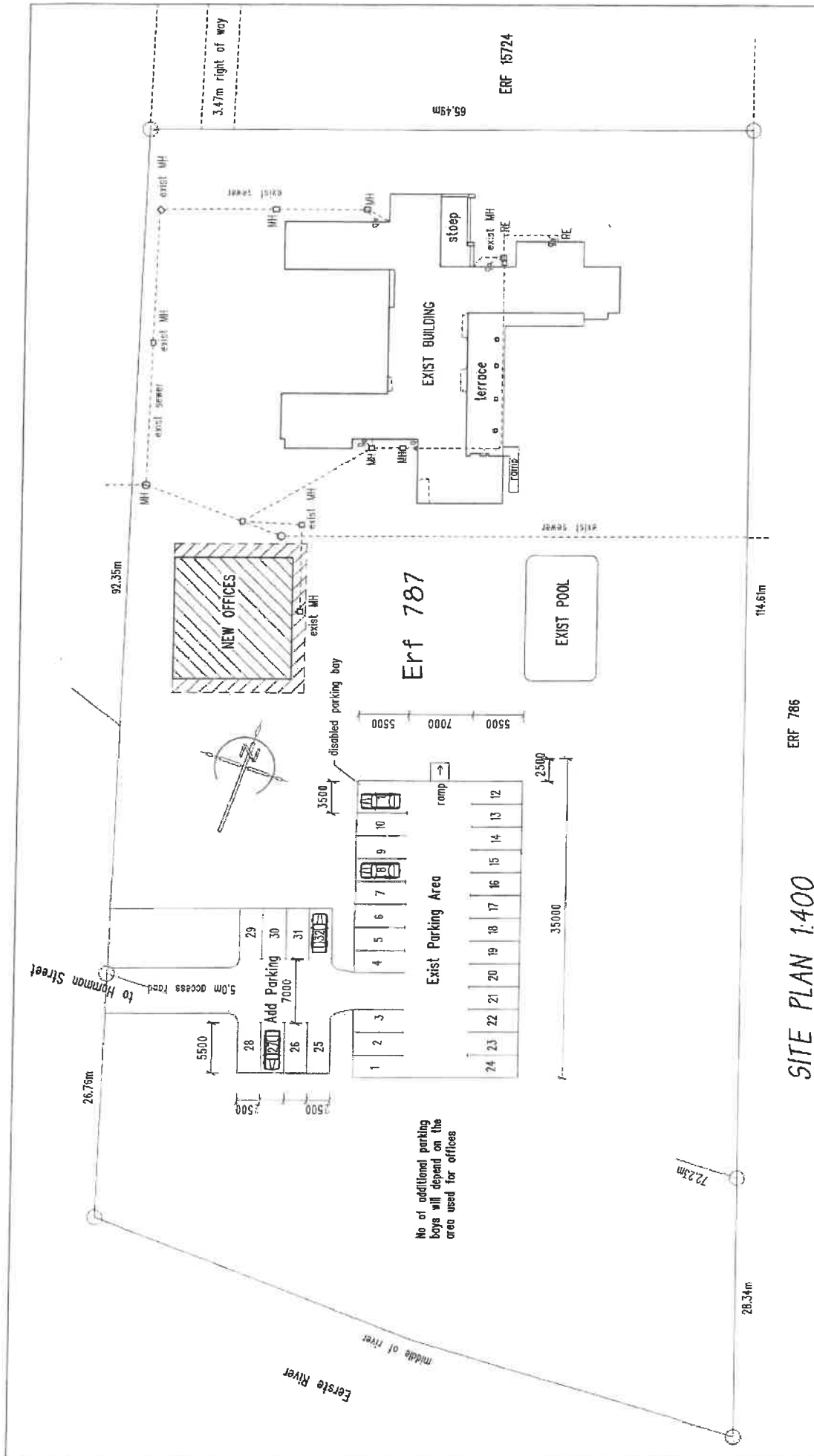
MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

ANNEXURE B



alank		J WINSHAW	
townplanning and architectural consultant		SITE DEVELOPMENT PLAN	
email: kingdany54@gmail.com		FOR REZONING APPLICATION	
tel 021 8553861		ERF 787, HAMMAN STR STELLENBOSCH	
cell 082-4687715		SITE PLAN	
project no W.04/73		scale 1:400	
drawing no 1		date 25-04-2023	

- General Notes**
- Contractors to ensure that all work is done in strict accordance with latest regulations & requirements of National Building Regulations & Building Standards Act (NBR) and to comply with the requirements of the National Building Regulations & Building Standards Act (NBR) and to comply with the requirements of the National Building Regulations & Building Standards Act (NBR).
 - Quality of materials and workmanship to comply with the requirements of the National Building Regulations & Building Standards Act (NBR) and to comply with the requirements of the National Building Regulations & Building Standards Act (NBR).
 - This drawing is to be used in conjunction with other Project drawings. Construction interpretation & Principal Building Contract.
 - Contractor must view site and make and draw for any work to be done on site. Special care must be taken to ensure that all work is done in strict accordance with latest regulations & requirements of National Building Regulations & Building Standards Act (NBR) and to comply with the requirements of the National Building Regulations & Building Standards Act (NBR).
 - Contractors to check the details on this drawing for compliance with standards of good building practice, with particular reference to requirements of the National Building Regulations & Building Standards Act (NBR) and to comply with the requirements of the National Building Regulations & Building Standards Act (NBR).
 - No setting out is to commence before site boundary lines are verified & marked out by the surveyor. The Contractor is to be responsible for the accuracy of the boundaries & building lines & verification of services etc. the Contractor's responsibility.
 - Contractor to verify all levels, heights & dimensions on site and check the same against drawings. If any discrepancy is found, the Contractor must report the same to the architect immediately. If any errors, discrepancies, omissions and all drawings are to be reported immediately to the architect/owner for clarification before any work is put in hand.
 - The copyright of this drawing remains with the author and may only be used for the project for which it was produced. It may not be copied, reproduced or represented without the written consent of the author.
 - During preparation on basis of visual surface observation of the site, regardless of depth shown in sections, all foundations and all structures shall be taken down to and into stable undisturbed soil.
 - Any errors, discrepancies, omissions and all drawings are to be reported immediately to the architect/owner for clarification before any work is put in hand.
 - The copyright of this drawing remains with the author and may only be used for the project for which it was produced. It may not be copied, reproduced or represented without the written consent of the author.



SITE PLAN 1:400

ERF 786

General Notes

- Contractors to ensure that all work is done in strict accordance with the requirements of the applicable Building Regulations, CSIR, and other relevant standards.
- Quality of materials and workmanship to comply with the relevant Codes & Specifications of SABS, BS, and the relevant standards for Trade.
- This drawing is to be read in conjunction with other Project Drawings, Construction Documentation & Principal Building Contract.

- Contractor must view site and notes and allow for any consequences necessary to complete the works satisfactorily. Speedy action must be taken to consider factors more important than information and dimensions given on plan.
- Contractors to check the details on this drawing for compliance with standards of good building practice, with particular reference to requirements by local & for site conditions & report any discrepancies to author/owner.
- No setting out is to commence before site boundary peg positions are verified & pinned out by the employees (Land Surveyor). Correct setting out, including that from boundaries & existing buildings, is the responsibility of the Contractor's responsibility.

- Contractor to verify all levels, heights & dimensions on site and check the same against the drawings. If any work is put in hand, these dimensions are to be used at all times and large scale details take preference over small scale. This drawing is not to be scaled.
- Only the latest approved drawings may be used for the construction of the works. All approved drawings and other drawings must be removed from the site.
- The author and not be held responsible for any direct, indirect, or consequential loss or damage, or any material component, system, action or inaction, or for any consequences of information/decisions disregarded.

- Drawing prepared on basis of visual surface observation of the site. Rectangles of depth shown in sections, all dimensions for foundations shall be taken down to and into stable undisturbed soil.
- Any errors, discrepancies, omissions and all queries are to be reported immediately to the author/owner for clarification before any work is put in hand.
- The copyright of this drawing remains with the author and may only be used for the project for which it was produced. It may not be amended or reproduced without the written consent of the author.

alan king
townplanning and
architectural consultant

email: kingalanj54@gmail.com
tel 021 8553861 cell 082-4687715

J WINSHAW

SITE DEVELOPMENT PLAN
FOR REZONING APPLICATION
ERF 787, HAMMAN STR STELLENBOSCH

SITE PLAN

Project	ERF 787
Client	ERF 787
Scale	1:400
Date	25-04-2023
Sheet no	W.04/23
Sheet to	1 of 6

Area of Site	= 8795 m ²
Existing Building	= 491.70 m ²
Existing u/r Steep	= 24.93 m ²
Existing Cellar	= 48.31 m ²
Existing Outbuilding	= 168.53 m ²
New Covered Walkways	= 62.51 m ²
Total area of Buildings	= 795.98 m ²
Existing Terrace	= 63.28 m ²

DIMENSIONS & LEVELS TO BE CHECKED ON SITE

revision

alan king
townplanning and
architectural consultant
email: kingalan154@gmail.com
tel 021 8553661 cell 082-4667715

client J WINSHAW

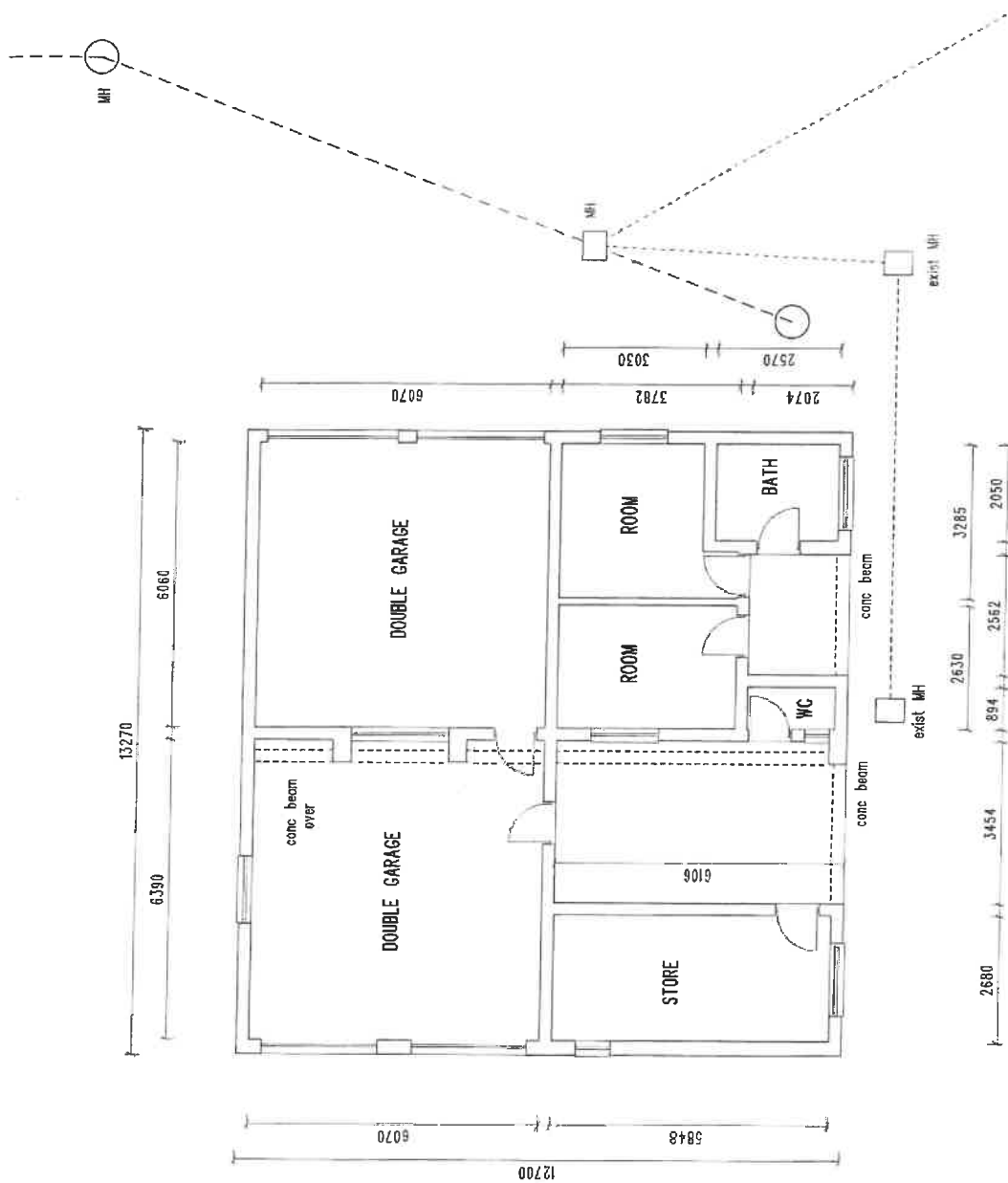
project SITE DEVELOPMENT PLAN
FOR REZONING APPLICATION
ERF 787, HAMMAN STR STELLENBOSCH

drawing EXISTING OUTBUILDING

drawn gjk checked

scale 1:100 date 25-04-2023

project no W.04/23 drawing no 2 of 6



PLAN EXIST OUTBUILDING 1:100

Office 1	=	19.79 m ²
Office 2	=	18.78 m ²
Office 3	=	20.65 m ²
Office 4	=	19.61 m ²
Office 5	=	8.58 m ²
Office 6	=	8.21 m ²
Office 7	=	22.13 m ²
Office 8	=	16.92 m ²
Office 9	=	11.02 m ²
Total		<u>145.59 m²</u>

Area of Site	= 8795 m ²
Existing Building	= 168.53 m ²
New Covered Walkways	= 62.51 m ²
Gross leasable area	= 145.69 m ²

DIMENSIONS & LEVELS TO BE CHECKED ON SITE

revision

alan king
townplanning and
architectural consultant

email: kingofan154@gmail.com
tel 021 8553861 cell 082-4687715

J WINSLOW

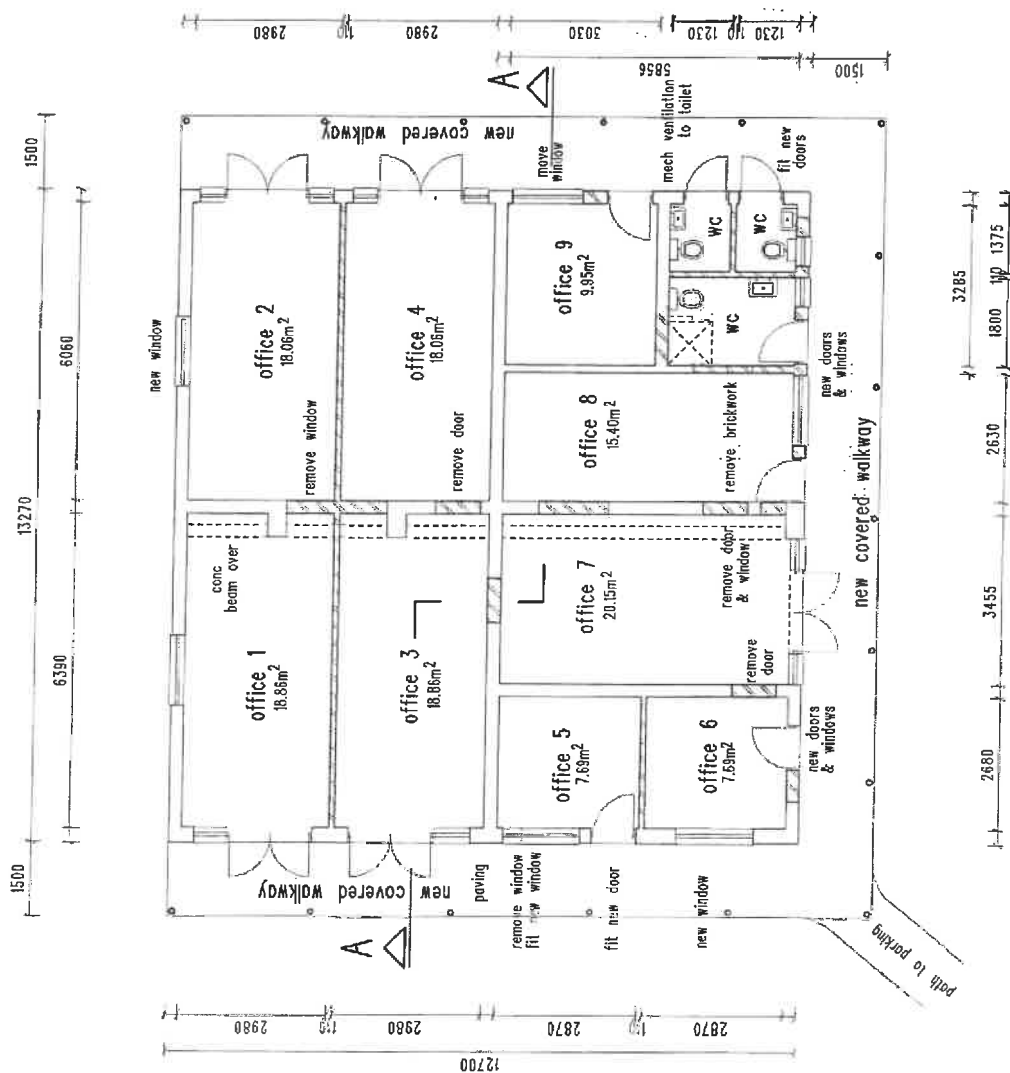
Project: **SITE DEVELOPMENT PLAN
FOR REZONING APPLICATION
ERF 787, HAMMAN STR STELLENBOSCH**

NEW OFFICE FLOOR PLAN

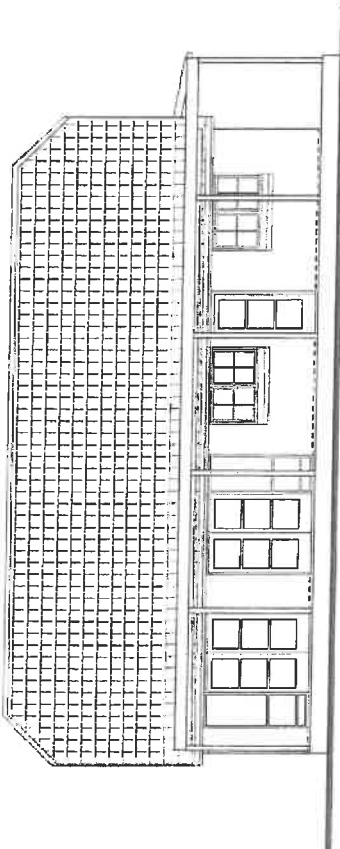
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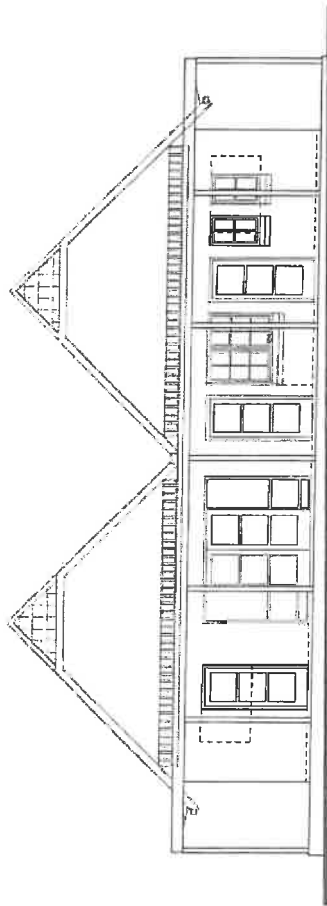
Project no	W 04/23	drawing no
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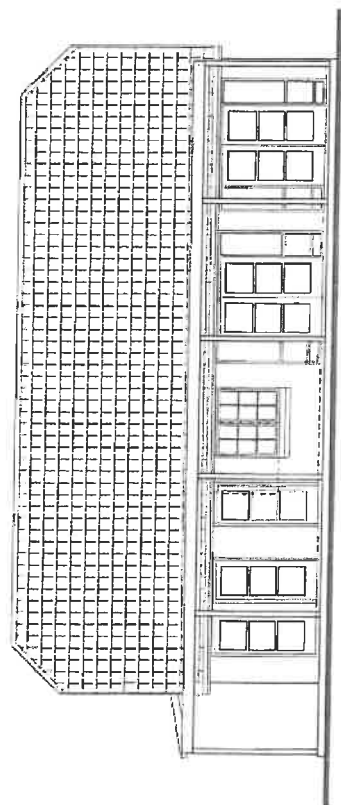
PLAN NEW OFFICE LAYOUT 1:100



SOUTH ELEVATION



EAST ELEVATION



NORTH ELEVATION

SPECIFICATION**FOUNDATIONS**

Strip foundations of 230mm walls to be 800x300. 110mm wall foundations to be 600x200. Foundation depth and size to suit ground conditions.

FLOORS

Finish on 30mm screed on 100mm conc slab on 230 mic dampproof membrane lap joined, sealed & turned up around perimeter of & for the full thickness of the slab. Fill to be well graded and compacted in layers not exceeding 150mm.

REINFORCED CONCRETE

To be engineer designed to conform to part 'b' of NBR, and to be certified

WALLS

External walls to be 230mm brickwork, plastered and painted to match. Internal walls to 114x30mm timber studs with fibre reinforced cement boards.

O.P.C. TO WALLS.

375mic embossed brickrip to all walls, installed 10mm above the level of adjoining ground or external perimeter of walls. Cavity walls to be provided with weep-holes at 1000 c/c.

WALL TIES

Cavity walls to be provided with wall ties at a rate of 2.5/sqm, such ties to comply with requirements contained in SABS 28.

WINDOWS & DOORS

Precast concrete lintols to support brickwork above all frames.

ROOF

Existing roof structure

COVERED WALKWAYS

Corrugated sheets on 114x30mm timber rafters

GUTTERS

P.V.C gutters and down pipes or to match exist water to be taken away from foundations.

CEILING

Ribboard ceiling with 70mm covered cornice on 38x50mm bracing at 400c/c max

ELECTRICAL

Allow for light & power points as directed by owner, including TV & telephone points

DIMENSIONS & LEVELS TO BE CHECKED ON SITE

revision

alan king
townplanning and
architectural consultant

email: kingalanj54@gmail.com
tel 021 8553361 cell 082-4687715

client **J WINSHAW**

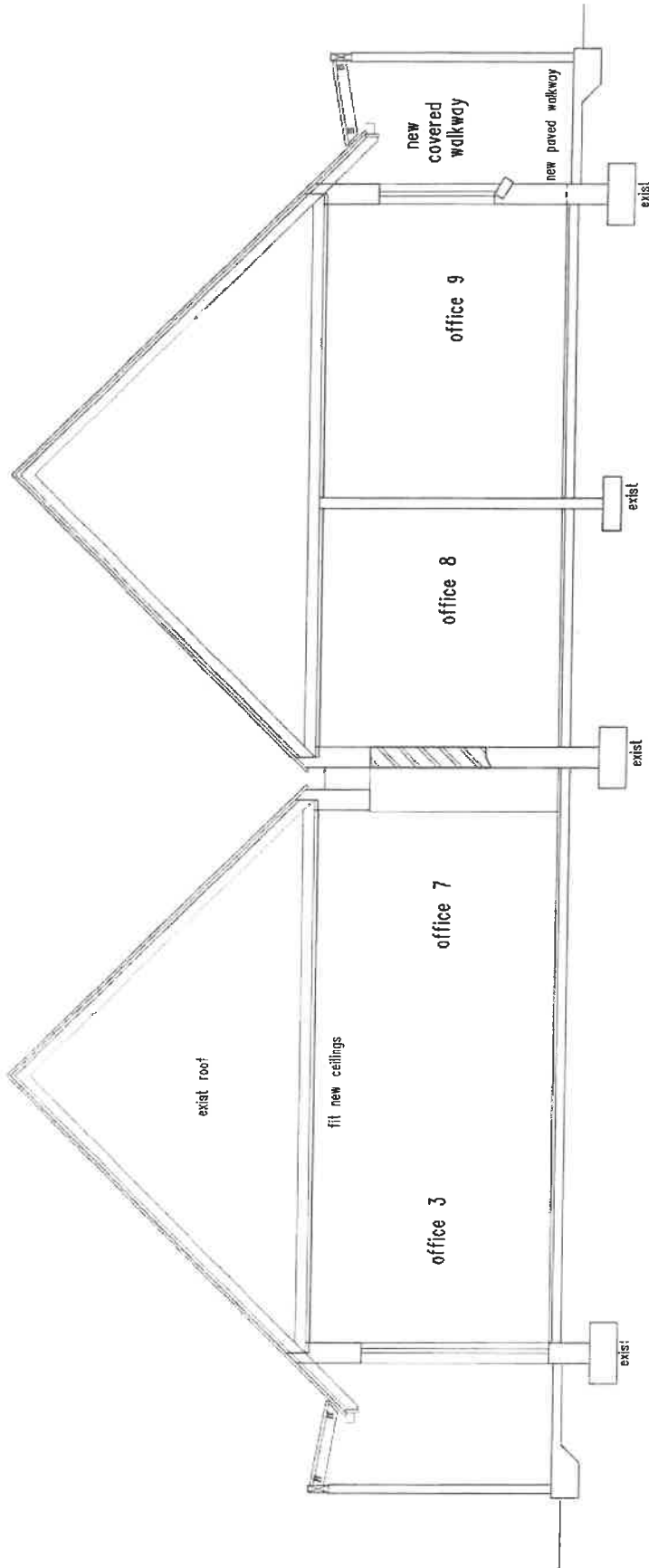
project **SITE DEVELOPMENT PLAN
FOR REZONING APPLICATION
ERF 787, HAMMAN STR STELLENBOSCH**

drawing **NEW OFFICE ELEVATIONS**

drawn **SIK** checked

scale **1:100** date **25-04-2023**

project no **W.04/23** drawing no **4 of 6**



SECTION A-A 1:50

revision	
alan king town planning and architectural consultant email: kingalanj54@gmail.com tel 021 8553861 cell 082-4667715	
client	J WINSHAW
project	SITE DEVELOPMENT PLAN FOR REZONING APPLICATION ERF 787, HAMMAN STR STELLENBOSCH
drawing	SECTIONS
drawn	gjk
checked	
scale	1:50
date	25-04-2023
project no	W.04/23
drawing no	5 of 6

Gross Leasable Areas

Office 1	= 17.77 m ²
Office 2	= 20.62 m ²
Office 3	= 38.42 m ²
Office 4	= 46.34 m ²
Office 5	= 65.57 m ²
Office 6	= 29.51 m ²
Office 7	= 7.81 m ²
Office 8	= 28.89 m ²
Office 9	= 10.99 m ²
Office 10	= 28.37 m ²
Office 11	= 12.62 m ²
Office 12	= 22.21 m ²
Total	329.12 m²

Area of Site	= 8795 m ²
Existing Building	= 491.70 m ²
Existing u/r Stoop	= 24.93 m ²
Existing Cellar	= 48.31 m ²
Existing Outbuilding	= 968.53 m ²
New Covered Walkways	= 62.51 m ²
Total area of Buildings	= 795.98 m²
Existing Terrace	= 63.28 m ²

DIMENSIONS & LEVELS TO BE CHECKED ON SITE

revised

alan king
town planning and
architectural consultant
email: kingalan54@gmail.com
tel 021 8553851 cell 082-4667715

client **J WINSHAW**

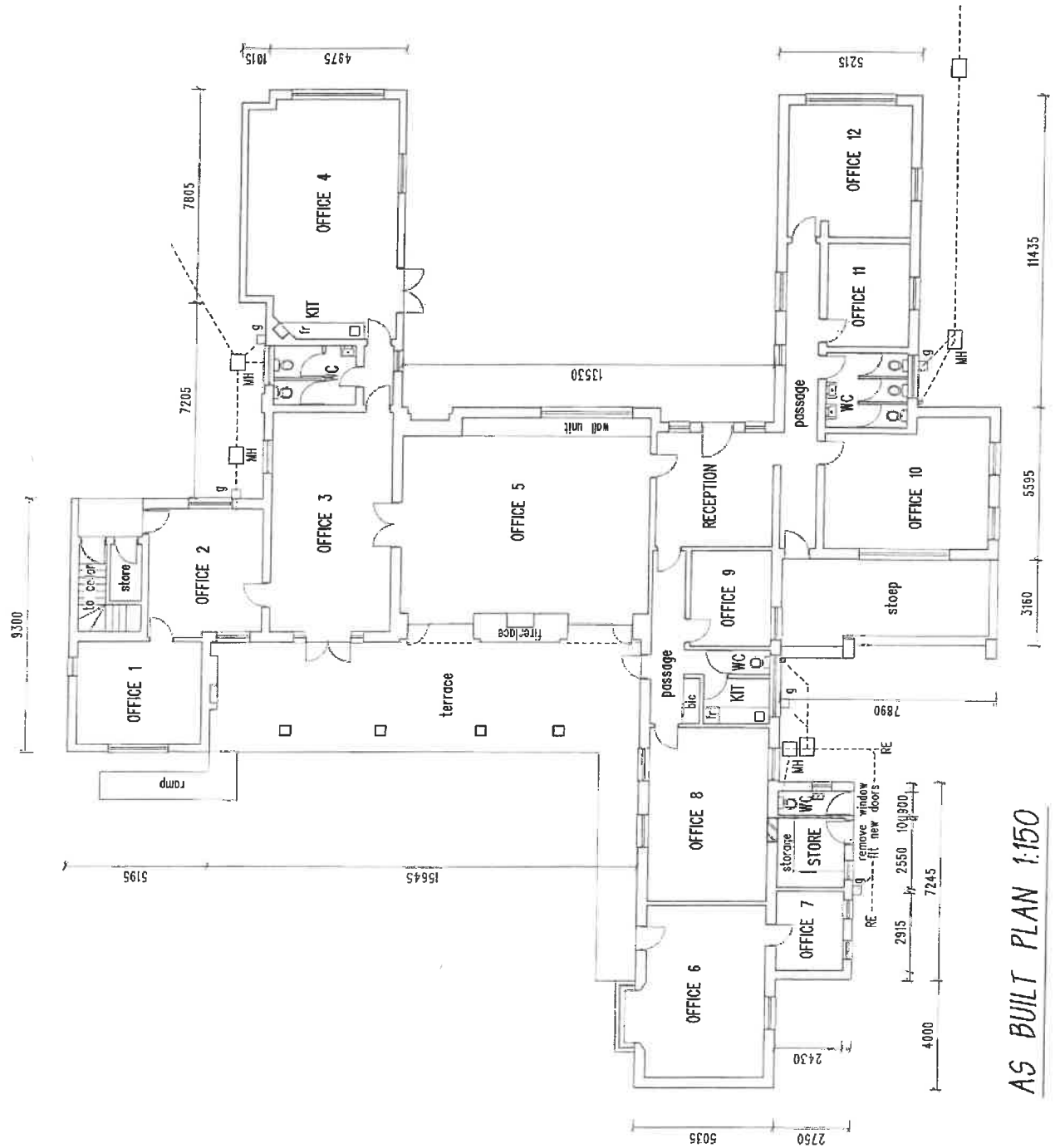
project **SITE DEVELOPMENT PLAN
FOR REZONING APPLICATION
ERF 787, HAMMAN STR STELLENBOSCH**

drawing **EXIST OFFICE FLOOR PLAN**

drawn **gjk** checked

scale **1:150** date **25-04-2023**

project no **W.04/23** drawing no **6 of 6**



AS BUILT PLAN 1:150



STELLENBOSCH
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ANNEXURE G



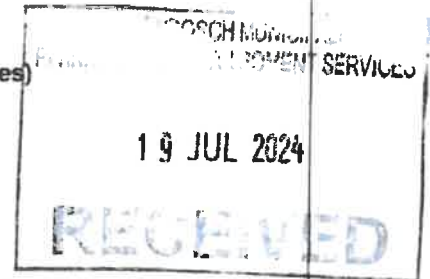
STELLENBOSCH MUNICIPALITY
STELLENBOSCH-PNIEL-FRANSCHHOEK

MEMORANDUM

DIREKTORAAT: INFRASTRUKTUURDIENSTE
DIRECTORATE: INFRASTRUCTURE SERVICES

CIVIL ENGINEERING SERVICES

To - Aan:	Director: Planning + Economic Development
Att Aandag:	Bulehwa Mdoda
From - Van:	Manager: Development (Infrastructure Services)
Author - Skrywer:	Tyrone King
Date - Datum:	23 April 2024
Our Ref - Ons Verw:	Civil LU 2695
Town Planning Ref:	LU/16567 - TP605/2023
Re - Insake:	Erf 787, Stellenbosch: Application in terms of Section 15(2)(a) for the Rezoning of Erf 787, Stellenbosch, from Conventional Residential to Mixed Use to allow the existing buildings on the property to be used for office purposes.



The application is recommended for approval, subject to the following conditions:

- 1. Civil Engineering services**
 - 1.1** The existing water and sewer service connections are to be utilized.
- 2. Development Charges (DCs)**
 - 2.1** The following DC's are payable: See **Development Charge Calculation** attached.
 - 2.2** The DC's were calculated by using the 2023/2024 tariff structure. If DC's are paid after 30 June 2024 it will have to be recalculated by using the tariff structure and DC Policy principles applicable at date of payment.

2.3 The appropriate are payable immediately after approval of this application.



Tyrone King Pr Tech Eng
Manager: Development (Infrastructure Services)

W:\2.0 DEVELOPMENT\01 Land Use applications\2695 () Erf 787 Stellenbosch (LU-16567 TP605-2023)\2695 () Erf 787 Stellenbosch (LU-16567 TP605-2023).doc



Stellenbosch Municipality Development Charge Calculation



APPLICATION INFORMATION	
Application Number	2095 (1 Erf 787 Stellenbosch (LU-16587 TP605-2023))
Development Name	
Date	23 April 2024
Financial Year	2023/2024
Erf Location (Select from 7 Locations)	Stellenbosch Town
Erf Region (Select Urban or Rural)	Urban
Erf No. / Farm No.	Farm 1252 Stellenbosch
DC Parameters Reference	SDP Drawing 3 of 6 dated 25-04-2023 (Garage offices) and SDP Drawing 6 of 6 dated 25-04-2023 (House offices)

SUMMARY OF DC CALCULATION							
Service	Water	Sewer	Stormwater	Solid Waste	Roads & Transport	Sub Total (Civil Eng Services)	Community
Unit/1st	klday	klday	l/s	Week	Impediment		persons
Total Increased Services Usage	3.7	0.9625	0.02325	0.055	36.375		0.75
Total Service Usage Reduction	0	0	0	0	0.0		0
Total Service Usage after Reduction	0.70	0.96	0.02325	0.055	36.4		1
Charges before adjusting for positive only, before Deductions	R 21 936.44	R 33 197.37	R 4 816.61	R 5 376.84	R 246 606.50	R 311 936.56	R 7 289.18
Charges adjusted for positive only, before Deductions	R 21 936.44	R 33 197.37	R 4 816.61	R 5 376.84	R 246 606.50	R 311 936.56	R -
Total Deductions	R -	R -	R -	R -	R -	R -	R -
Total Development Charges Payable (including VAT)	R 21 936.44	R 33 197.37	R 4 816.61	R 5 376.84	R 246 606.50	R 311 936.56	R -
VAT	R 3 290.47	R 4 979.61	R 722.49	R 808.95	R 36 990.97	R 46 790.48	R -
Total Development Charges Payable (including VAT)	R 25 226.91	R 38 176.97	R 5 539.10	R 6 185.79	R 283 597.47	R 358 727.04	R -

APPLICANT INFORMATION	
Application Processed by	Tyone K. M.
Signature	
Notes	Ex house converted to Offices = 330m2 Garage converted to Offices GLA = 145m2 Total 475m2 (Also see Par 3.1 of Arch Motivation report dated December 2023)

ELECTRICITY SERVICES: CONDITIONS OF APPROVAL ERF 787

GENERAL COMMENT:

1. All electrical work to comply to SANS 142, SANS 104 XA, SANS 1307, SANS 10106, SANS 10252-1 and SANS 10254, and Municipal By-Laws
2. Development Bulk Levy Contributions are payable

CONDITIONS

1. The electrical consulting engineer responsible for the development shall schedule an appointment with Manager Electricity Services (Engineering Services) before commencing with the construction of the development. As well as to discuss new power requirements if required.
2. The development's specifications must be submitted to Stellenbosch Municipality (Engineering Services) for approval, i.e.
 - a) The design of the electrical distribution system
 - b) The location of substations(s) and related equipment.
3. A separate distribution board/s shall be provided for municipal switchgear and metering. (Shall be accessible & lockable). Pre-paid metering systems shall be installed in domestic dwellings.
4. 24-hour access to the location of the substation, metering panel and main distribution board is required by Technical Services. (On street boundary)
5. Appropriate caution shall be taken during construction, to prevent damage to existing service cables and electrical equipment in the vicinity, should damage occur, the applicant will be liable for the cost involved for repairing damages.
6. On completion of the development, Stellenbosch Municipality (Technical Services) together with the electrical consulting engineer and electrical contractor will conduct a take-over inspection.
7. No electricity supply will be switched on (energised) if the Development contributions, take-over Inspection and Certificate(s) of Compliance are outstanding.
8. All new developments and upgrades of supplies to existing projects are subject to **SANS 10400-XA** energy savings and efficiency implementations such as:
 - Solar water Heating or Heat Pumps in Dwellings
 - Energy efficient lighting systems
 - Roof insulation with right R-value calculations.
 - Control Air condition equipment tied to alternative efficiency systems
 - Preheat at least 50% of all hot water with alternative energy saving sources
 - All hot water pipes to be clad with insulation with R-value of 1
 - Provide a professional engineer's certificate to proof that energy saving measures is not feasible.
9. If connecting a generator /solar panel for backup, the backup equipment needs to comply to OHS Act SANS10142-1

FILE NR:

E 787 S

approval, i.e.

168 118

a) The design of the electrical distribution system

b) The location of substations(s) and related equipment.

268 118

CO-OPERATOR NR:

Bradley Williams

Date.....4/06/2024

Signature

STELLENBOSCH MUNICIPALITY
PLANNING AND DEVELOPMENT SERVICES

05 JUN 2024

RECEIVED