STELLENBOSCH
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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Application Number: TP1316/2025)
Our File Reference Number: Erf 2706, Stellenbosch
Your Reference Number:
Enquiries: Ulrich von Molendorff
Contact No: 021 – 808 8682
Email address: Ulrich.Vonmolendorff@stellenbosch.gov.za

PER E-MAIL: [redacted]

Sir /Madam

APPLICATION FOR ADMINISTRATOR'S CONSENT , CONSENT USE AND DEPARTURE ON ERF 2706, STELLENBOSCH

1. The above application refers.

2. The duly authorised decision maker has decided on the above application as follows.

2.1. That the Administrators consent to relax the restrictive title deed condition, Clause C.5.(d) as contained in the Title Deed No. T. 7201/2025, in order to relax the title deed side building line (adjacent to Erf 2705, Stellenbosch) from 1,57m to 0m in order to allow the proposed bedrooms and braai on Erf 2706, Stellenbosch,

BE GRANTED.

2.2. That the following applications in terms of the Stellenbosch Municipality Bylaw on Municipal Land Use Planning, 2023, on Erf 2706, Stellenbosch:

a) A Permanent Departure to relax the common building line adjacent to Erf 2705, Stellenbosch from 1m to 0m in order to accommodate the proposed bedrooms and braai area.
b) a Consent Use in terms of Section 15(2)(o) of the said bylaw to use the existing dwelling together with the proposed bedrooms as a five (5) bedroom commune.

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

2.3. The approval is subject to the following conditions imposed in terms of Section 66 of the said Bylaw:

i. The approval only applies to the proposed administrator's consent, consent use & departure 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.

ii. The approval granted shall not exempt the applicant from complying with any other legal prescriptions or requirements that might have a bearing on the proposed use.

iii. The proposed commune is limited to a maximum of five (5) bedrooms as indicated on the attached plan.

iv. The commune shall accommodate a maximum of five (5) unrelated persons, with one occupant permitted per bedroom.

v. The existing lounge may not be used as a sleeping room or for the purpose of increasing the occupancy capacity of the commune.

vi. Sufficient onsite parking must be provided as indicated on the site plan no. 2706_Stb Revision 1, dated 21 January 2026 and drawn by NDA Architects.

vii. The consent use and departure hereby approved shall lapse if not exercised within ten (10) years from the date of final notification and shall further lapse should the conditions contained herein not be complied with within that period.

viii. Conditions imposed by the Directorate: Infrastructure Services as imposed in their memo dated 21 January 2026, must be implemented and adhered to (See **Annexure B**).

ix. Development charges are payable in accordance with the prevailing and applicable Council Tariffs at the time of payment prior to the approval of any building plans or to the satisfaction of the Directorate Infrastructure Services.

2.4. The **reasons** for the above decision are as follows:

2.4.1. The proposed building line departure will not have an impact on the surrounding properties as the existing house is already on the 0m building line on the encroachment side (semi-detached).

2.4.2. The proposed additions to the house are in line with the residential use of the property and the scale of the dwelling unit on this property will not be out of character with the surrounding area.

2.4.3. The proposed commune will not be out of character with its surrounding as there are communes that already exist in La Colline.

2.5. **Matters to be noted**

2.5.1. Should, after following due process –

a) The subject approved land use remains in breach of complying with any of the conditions of approval required for the vesting of the subject approval, and
b) The operational use of the commune be in breach of any of the conditions of approval, inclusive of persistent complaints of undue noise levels, and/ or
c) The property be used for any unauthorised uses not permitted in terms of this approval,
d) The authorised official of the Municipality will exercise its discretion in terms of Section 90(c) of the Municipal Land Use Planning By-Law to withdraw the subject approval granted and the building structures to be reverted to uses in line with the primary use of the property.

3. 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.

4. 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.

5. **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**

6. 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.

7. 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.

8. 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.

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

10. 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

5/6/2026.

DATE

Annexure B:
Memo from Directorate: Infrastructure Services

STELLENBOSCH MUNICIPALITY

STELLENBOSCH·PNIEL·FRANSCHHOEK

MEMORANDUM

DIREKTORAAT: INFRASTRUKTUURDIENSTE
DIRECTORATE: INFRASTRUCTURE SERVICES

CIVIL ENGINEERING SERVICES

To ▫ Aan:	**Director: Planning + Economic Development**
Att Aandag:	**Nolusindiso Momoti**
From ▫ Van:	**Technician: Development (Infrastructure Services)**
Author ▫ Skrywer:	**Siyasanga Zweni**
Date ▫ Datum:	**21 January 2026**
Our Ref ▫ Ons Verw:	**Civil LU 3004**
Town Planning Ref:	**TP1316/2025**
Re ▫ Insake:	**Erf 2706, Stellenbosch: 1. The Administrator's consent to relax the restrictive title deed condition as contained in Title Deed No. T. 7201/2025, Clause C.5.(6) in order to relax the title deed side building line (adjacent to Erf 2705, Stellenbosch) from 1,57m to 0m in order to allow the proposed bedrooms and braai area on Erf 2706, Stellenbosch 2.The application is made in terms of Section 15(2) of the Stellenbosch Municipality By-Law on Land Use Planning Bylaw 2023, on Erf 2706, Stellenbosch for the following:2.1. A Consent Use in terms of Section 15(2)(o) of the said bylaw to use the existing dwelling together with the proposed bedrooms as a five (5) bedroom commune. 2.2. A Permanent Departure to relax the common building line adjacent to Erf 2705, Stellenbosch from 1m to 0m in order to accommodate the proposed bedrooms and braai area.**

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

1. **Civil engineering Services**

KTitus

1.1 At the building plan stage, all building plans must clearly indicate the sewer and water connections to the erf.

1.2 No structure may be built on top of any municipal services.

1.3 No stormwater may be discharged directly from the building roof onto the neighbouring property other than the adjacent public road.

2. Development Charges (DC's)

2.1 The following DC's are payable: See **Development Charge Calculation** attached. Please note that this calculation is indicative at this stage and will be amended based on the detail information provided on the:

- Building plans

A final calculation will be provided prior to payment.

2.2 The appropriate DC's are payable before building plan approval.

2.3 The DC's were calculated by using the 2025/2026 tariff structure. If DC's are paid after 30 June 2026 it will have to be recalculated by using the tariff structure and DC Policy principles applicable at date of payment.

S.Zweni

Siyasanga Zweni
Technician: Development (Infrastructure Services)
Z:\2.0 DEVELOPMENT\01 Land Use applications\3004 (IF-SZ) Erf 2706 Stellenbosch (TP1316-2025)\3004 (IF-SZ) Erf 2706 Stellenbosch (TP1316-2025).doc

KTitus

Stellenbosch Municipality

Development Charge Calculation

APPLICATION INFORMATION	
Application Number:	3004 (IF-SZ) Erf 2706 Stellenbosch (TP1316-2025)
Development Name:	
Date:	21 January 2026
Financial Year:	2025/2026
Erf Location (Select from 7 Locations):	Stellenbosch Town
School/ECD Category (Select Quintile 1-4 or 5 or N/A)	N/A
Erf Region (Select Urban or Rural):	Urban
Erf No. / Farm No.:	2706
DC Parameters Reference:	Additions & Alterations: Erf 2706 by NDA Architects

SUMMARY OF DC CALCULATION

Service:	Water	Sewer	Stormwater	Solid Waste	Roads & Transport	Sub Total (Civil Eng Services)	Community	Totals
Unit(s):	kl/day	kl/day	ha*C	t/week	trips/day		persons	
Total Increased Services Usage:	0,72	0,6	0,016	0,06	5		4	
Total Service Usage Reduction:	0	0	0	0	0,0		0	
Total Service Usage after Reduction:	0,72	0,60	0,01600	0,060	5,0		4	
Charges before adjusting for positive only, before Deductions	R 24 428,66	R 22 405,42	R 3 588,70	R 6 353,90	R 32 671,07	R 89 447,76	R 16 706,04	R 106 153,80
Charges adjusted for positive only, before Deductions	R 24 428,66	R 22 405,42	R 3 588,70	R 6 353,90	R 32 671,07	R 89 447,76	R 16 706,04	R 106 153,80
Total Deductions:	R -	R -	R -	R -	R -	R -	R -	R -
Total Development Charges Payable (excluding VAT):	R 24 428,66	R 22 405,42	R 3 588,70	R 6 353,90	R 32 671,07	R 89 447,76	R 16 706,04	R 106 153,80
VAT:	R 3 664,30	R 3 360,81	R 538,31	R 953,09	R 4 900,66	R 13 417,16	R 2 505,91	R 15 923,07
Total Development Charges Payable (including VAT):	R 28 092,96	R 25 766,24	R 4 127,01	R 7 306,99	R 37 571,73	**R 102 864,92**	R 19 211,95	**R 122 076,87**

APPLICANT INFORMATION	
Application Processed by:	Siyasanga Zweni
Signature:	S.Zweni
Notes:	Ref: Attached drawings KTitus