



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Application Number: TP1330/2025

Our File Reference Number: Erf 4901, 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 PERMANENT DEPARTURE AND PERMISSION REQUIRED IN TERMS OF THE ZONING SCHEME: ERF 4901, HELSHOOGTE ROAD, STELLENBOSCH

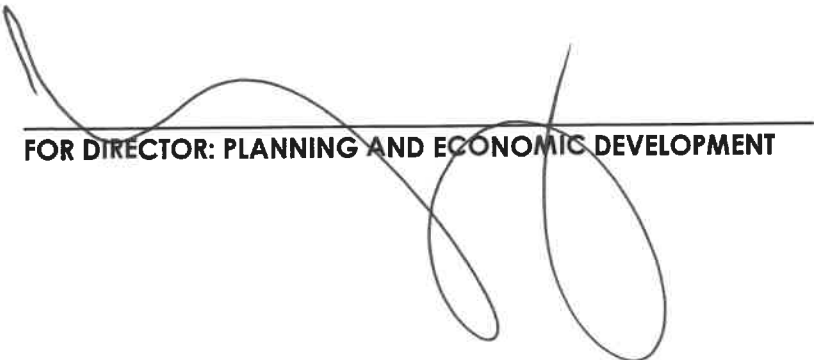
1. The above application refers.
2. The duly authorised decision maker has decided on the above application as follows:
 - 2.1 That the application in terms of Section 15(2) of the Stellenbosch Municipality Bylaw on Municipal Land Use Planning, 2023, for the following on Erf 4901, Stellenbosch:
 - 2.1.1 For a departure in terms of Section 15(2)(b) of the said bylaw for the following:
 - a) To relax the common building lines on the ground and first floor from 4,5m to 1m (adjacent to Erf 4900 & Erf 3222, Stellenbosch) in order to accommodate the existing dwelling unit (flat) on the ground floor and to accommodate the proposed dwelling unit (flat) on the first floor, which is intended to be utilised as a commune.
 - b) To relax the common building line adjacent to Erf 4902 from 4,5m to 0m on the ground floor to accommodate the proposed extension to the existing kitchen and to 1m on the first floor to accommodate the proposed dwelling unit (flat).
 - 2.1.2 An application in terms of Section 15(2)(g) of the said bylaw for a permission in terms of the Zoning Scheme to allow ground floor of the existing structure to be used for residential purposes.

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

3. The approval is subject to the following conditions imposed in terms of Section 66 of the said Bylaw:
 - 3.1 The approval only applies to the proposed permission in terms of the zoning scheme and 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.
 - 3.2 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.
 - 3.3 The proposed commune is limited to three bedrooms with one lodger each within the proposed dwelling unit (flat) on the first floor.
 - 3.4 Development charges are payable in accordance with the prevailing and applicable Council Tariffs at the time of payment prior to the transfer of the first land unit or approval of any building plans.
 - 3.5 The conditions relating to infrastructure services imposed by the Directorate Infrastructure Services contained in the memorandum dated 10 January 2026, and attached as **Annexure B**, be complied with to the satisfaction of the said department.
4. The **reasons** for the above decision are as follows:
 - 4.1 The proposed establishment is in line with the Zoning Scheme provisions under Mixed-use Zone.
 - 4.2 The proposed building line relaxations accommodate existing and proposed structures without creating excessive building bulk.
 - 4.3 Sufficient on-site parking has been provided.
5. 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.
6. 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.

7. 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
8. 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.
9. 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.
10. 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.
11. Kindly note that no appeal right exists in terms of Section 62 of the Local Government Municipal Systems Act, No 32 of 2000.
12. 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

15/9/2026.
DATE

Annexure A

Building Plan

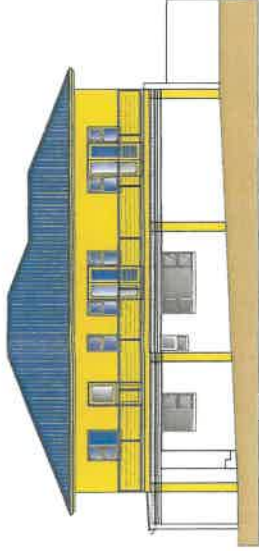
Areas
 384m² - tile
 155m² - existing house
 32m² - carport
 166m² - house addition
 15m² - carport addition
 275 m² - covered area
 65 % coverage



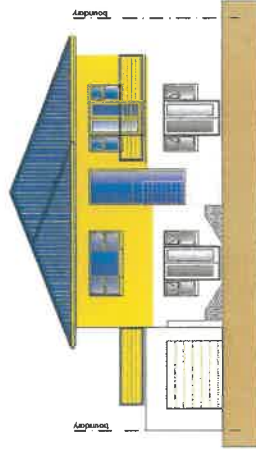
north elevation 1:100



west elevation 1:100

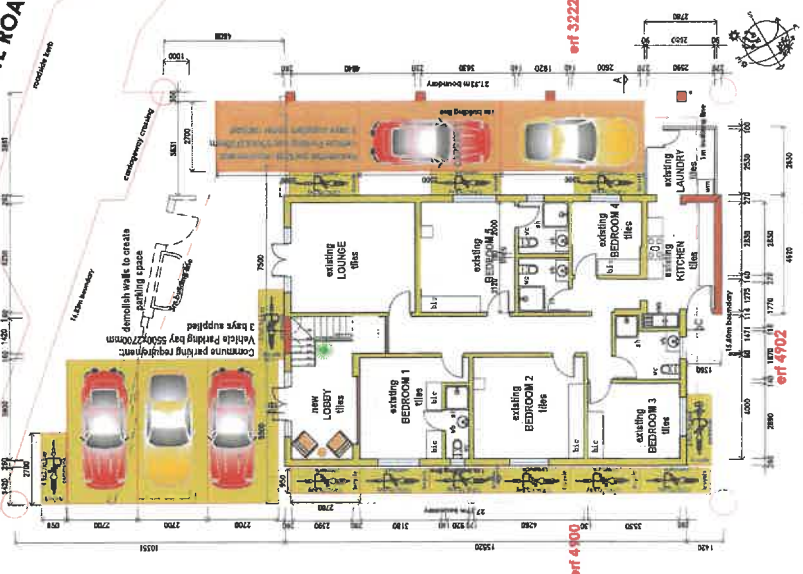


south elevation 1:100

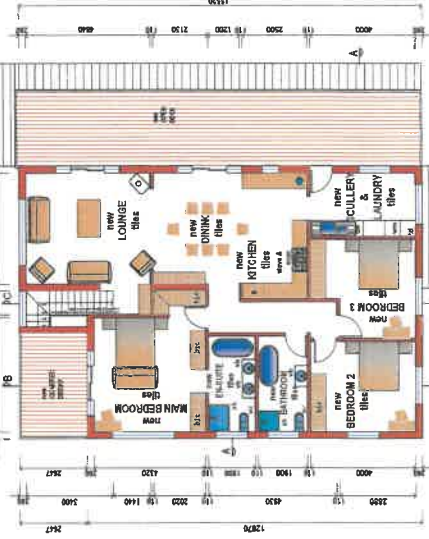


east elevation 1:100

HELSHOOGTE ROAD



Site & Ground Storey Layout plan 1:100



Proposed First Storey Layout plan 1:100

Annexure B:
Comments 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: Bulelwa Mdoda

From ▫ Van: Technician: Development (Infrastructure Services)

Author ▫ Skrywer: Siyasanga Zweni

Date ▫ Datum: 10 January 2026

Our Ref ▫ Ons Verw: Civil LU 3015

Town Planning Ref: TP1330/2025

Re ▫ Insake: Erf 4901, Stellenbosch: 1. The application is made in terms of Section 15 of the Stellenbosch Municipality By-Law on Land Use Planning Bylaw 2023, on Erf 4901, Stellenbosch for the following:1.1 Application in terms of Section 15(2)(g) of the said by-law for a permission in terms of the zoning scheme to allow an additional use (technical approval) for the construction of a second dwelling unit on Erf 4901 Stellenbosch.1.2 A Consent Use in terms of Section 15(2)(o) of the said by-law to use the existing dwelling and the proposed second dwelling unit on Erf 4901, Stellenbosch as a commune.1.3 A Departure application in terms of Section 15(2)(b) of the said bylaw for the following:1.3.1 to relax the common building line (adjacent to Erf 4902, Stellenbosch) from 1m to 0m in order to accommodate the proposed extension to the existing kitchen.1.3.2 To exceed the permissible coverage from 60% to 65% in order to accommodate the proposed additions to the existing dwelling.

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1.3.3 To relax the parking requirements for communes in order to provide six (6) parking bays in lieu of seven (7).

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

1. Civil Engineering services

- 1.1 The second dwelling must utilise the existing water and sewer connection to the erf.
- 1.2 Only one sewer and water connection is permitted per erf.

2. General

- 2.1 At building plan submission stage, the water and sewer connection to the erf must be clearly indicated on the building plan.
- 2.2 The building plan must indicate how stormwater will be managed on the erf.
- 2.3 No stormwater may be discharged directly from the building roof onto the neighbouring property other than the adjacent public road.

3. Development Charges (DCs)

- 3.1 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 plansA final calculation will be provided prior to payment.
- 3.2 The appropriate DC's are payable before building plan approval.
- 3.3 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\3015 (IF-SZ) Erf 4901 Stellenbosch (TP1330-2025)\3015 (IF-SZ) Erf 4901 Stellenbosch (TP1330-2025).doc

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Stellenbosch Municipality

Development Charge Calculation



APPLICATION INFORMATION	
Application Number:	3015 (IF-SZ) Erf 4901 Stellenbosch (TP1330-2025)
Development Name:	
Date:	10 February 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.:	Erf 4901
DC Parameters Reference:	Proposed Additions and Alterations on Erf 4901 by AWH, Drawing no.: 101revB, Dated June 2025

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	l/week	trips/day		persons		
Total Increased Services Usage:	0,54	0,45	0,012	0,045	3,75		3		
Total Service Usage Reduction:	0	0	0	0	0,0		0		
Total Service Usage after Reduction:	0,54	0,45	0,01200	0,045	3,8		3		
Charges before adjusting for positive only, before Deductions	R 18 321,49	R 16 804,07	R 2 691,53	R 4 765,43	R 24 503,30	R 67 085,82	R 12 529,53	R	79 615,35
Charges adjusted for positive only, before Deductions	R 18 321,49	R 16 804,07	R 2 691,53	R 4 765,43	R 24 503,30	R 67 085,82	R 12 529,53	R	79 615,35
Total Deductions:	R -	R -	R -	R -	R -	R -	R -	R	-
Total Development Charges Payable (excluding VAT):	R 18 321,49	R 16 804,07	R 2 691,53	R 4 765,43	R 24 503,30	R 67 085,82	R 12 529,53	R	79 615,35
VAT:	R 2 748,22	R 2 520,61	R 403,73	R 714,81	R 3 675,50	R 10 082,87	R 1 879,43	R	11 942,30
Total Development Charges Payable (including VAT):	R 21 069,72	R 19 324,68	R 3 095,26	R 5 480,24	R 28 178,80	R 77 148,69	R 14 408,96	R	91 557,65

APPLICANT INFORMATION	
Application Processed by:	Siyasanga Zwerni
Signature:	<i>S. Zwerni</i>
Notes:	Ref: The attached drawings below. <i>K Titus</i>

Stellenbosch Town

Land Use Category	Unit Type	Existing Usage		Proposed New Usage		Increased Usage Amount	Development Charge Levels (incl VAT)								Total					
		Area (m2)	Unit Amount	Result	Area (m2)		Unit Amount	Result	Water	sewer	Stormwater	Solid Waste	Roads & Transport	Sub. Total (Civil Eng. Services)		Community				
Residential	Single Residential	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Single Residential	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Single Residential	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Single Residential	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Second Dwelling	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Less Formal Residential	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Group Residential	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Apartments	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
Accommodation	Retirement Villages	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Old age home	du				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Student Accommodation/Commune/Hostels	rooms				3	R	18 321.49	R	15 804.07	R	2 491.53	R	4 795.43	R	24 530.30	R	67 005.52	R	12 520.53
	Guest House	rooms				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
Commercial	Hotel, Residential	rooms				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	General Business	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Offices	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Retail/Shop	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Restaurant	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Outdoor Function / Picnic Area	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Farm Market	persons				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Conference Facility/Place of assembly	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Hospital/Clinic/Medical Rooms	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	University/College	student				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
Industrial	School/Day Care	student				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Industrial - light	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Industrial - heavy	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Warehousing/Light Manufacturing	m2 GLA				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
Other	Storage Facilities	unit				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Open Space/Natural Environment/Utility Site	ha				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Roads and Parking	ha				0.0000	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	To be calculated	n/a				0.0000	R	-	R	-	R	-	R	-	R	-	R	-	R	-
(Based on equivalent demands)		n/a				0	R	-	R	-	R	-	R	-	R	-	R	-	R	-
Total Area:		0			6	Total Area:		0			Total Area:		0			Total Area:		0		

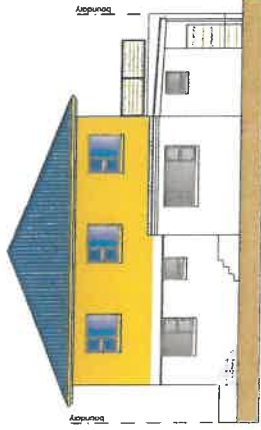
Deduct	Charges before adjusting for positive only, before Deductions	R	18 321,49	R	16 804,07	R	2 891,53	R	4 785,43	R	24 503,30	R	67 085,92	R	12 529,53	R	79 615,35
	Charges adjusted for positive only, before Deductions	R	18 321,49	R	16 804,07	R	2 891,53	R	4 785,43	R	24 503,30	R	67 085,92	R	12 529,53	R	79 615,35
	Deductions per service (from usage reductions)	R	-	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Discount Deduction (%)	R	-	R	-	R	-	R	-	R	-	R	-	R	-	R	-
	Additional Deduction per service - from Service Agreement (sum)	R	-	R	-	R	-	R	-	R	-	R	-	R	-	R	-
Totals	Sub Total after Adjustments and Deductions (excluding VAT)	R	18 321,49	R	16 804,07	R	2 891,53	R	4 785,43	R	24 503,30	R	67 085,92	R	12 529,53	R	79 615,35
	VAT	R	2 748,22	R	2 520,61	R	403,73	R	714,81	R	3 675,59	R	10 092,87	R	1 879,43	R	11 942,30
	Total Development Charges	R	21 069,72	R	19 324,69	R	3 495,26	R	5 499,24	R	28 178,89	R	77 148,69	R	14 408,96	R	91 557,65

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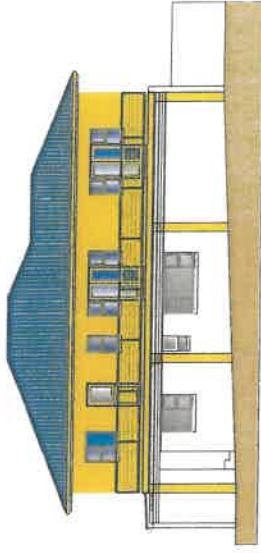
Areas
386m² - site
155m² - existing house
32m² - carport
166m² - house addition
15m² - carport addition
275 m² - covered area
65 % coverage



north elevation 1:100



west elevation 1:100

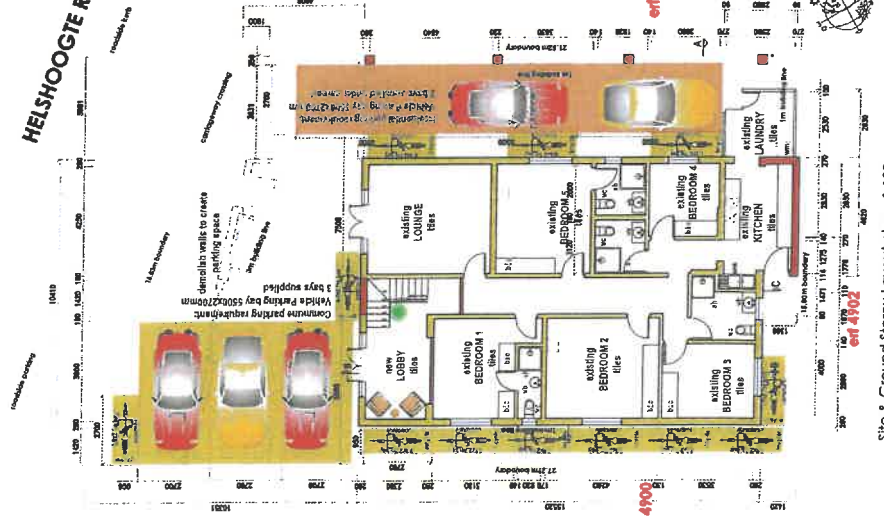


south elevation 1:100

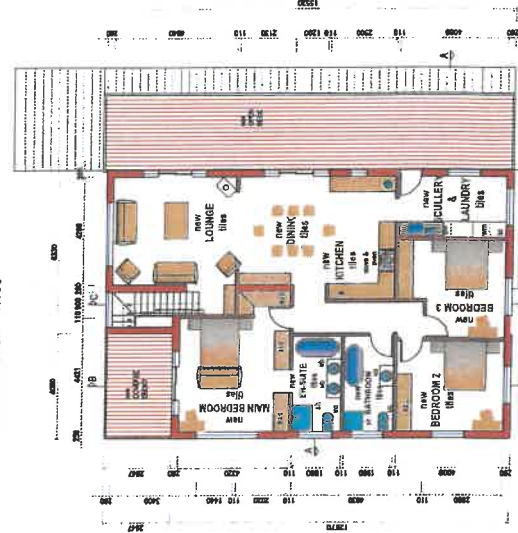


east elevation 1:100

HELSHOOGTE ROAD



Site & Ground Storey Layout plan 1:100



Proposed First Storey Layout plan 1:100



With	1:1
Scale	1:100
Drawn by	10/10/18
Check by	10/10/18
Date	June 2018