

TYPE OF APPLICATION: EXTENSION OF TIME TO COMPLY WITH A SPECIFIC SECTION IN THE CITY OF JOHANNESBURG MUNICIPAL PLANNING BY-LAW, 2016

Type of applications:

- (a) Registration of a sub-division in the Deeds Office [section 33.(10) read with section 33.(11)];
- (b) Obtaining of approval of the General Plan of the township [section 28.(5)];
- (c) Opening of the township register [section 28.(10)];
- (d) Registration of a consolidation [section 33.(10) read with section 33.(11)].

The e-mail must contain the correct description of the properties/township, the file reference number of the Council as well as the name of the official who is dealing with the application (if already allocated to a Legal Administrator). Copies of the following documents must be attached to the e-mail:

1. The letter of approval issued by Land Use Management (if the application has not previously been dealt with by /submitted to Legal Administration) OR the last applicable certificate issued by Legal Administration OR the letter of previous extension of time granted in respect of the application.
2. A duly signed and initialled Power of Attorney authorising the applicant to act on behalf of the registered owner or township owner.
3. A duly signed and initialled resolution of the company/partnership/close corporation/joint owners/other legal entity [if applicable].
4. Motivation why it was not possible to comply with the applicable section (reason why the documents could not be submitted to the Deeds Office or Surveyor General.
5. Proof of payment of the applicable administrative fee.
