

PLAN NO. _____	ERF NO. _____	AREA _____
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CHECKED BY _____	DATE _____	LETTER SENT: <input type="checkbox"/>
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SUBMISSION:	
Pre-inspection	Bld Inspector's notes
Forms:	Application
	Power of Attorney resolution letter
	SACAP
	Form 1
	Form 2: Arch eng: struct. eng: other.
	Environmental checklist
Additional docs:	Title Deed
	SG diagram/Beacon cert
Fees:	Fees paid
	Additional tariff
	Development Contribution
Drawings:	Min 1x coloured
	Text size min 2.5mm
	Space for stamps
Title block:	Description of works
	Erf no.
	Owner name
	SACAP registration
Signed & dated:	Owner
	HOA / Body Corp.
Areas:	Erf area
	New & Existing
	Coverage

SITE PLAN:	
Info:	Scale 1:1000, 1:500, 1:200, 1:100
	North point
	Erf no.
	Adjacent erf's
	Street name
	NG slope/contours
Show:	New & Existing prescribed colours
	Boundary dimensions
	Building lines
	max 1m overhang/projection relaxation required?
	Dims to boundaries
	MBM services/fittings
	Vehicular entrance
	max 6m width
	min 9m to intersection
	Parking
Drainage:	Servitudes
	New & Existing prescribed colours
	MH within 1.5m of MC
	Municipal connection
	Municipal sewer line
	Septic tank (or similar)
Specifics:	Pool access
	Fire break @ garage
	height: opening + 500mm
	45° from centreline

FLOOR PLANS:	
Info:	Scale 1:100, 1:50, 1:20
	New & Existing works prescribed colours
	Section lines
Show:	North point
	Window to boundary
Rooms:	Dimensions & walls
	Use of all rooms
	Habitable room (6m ²)
	Floor finish (wet areas)
Fire:	Walls @ garage/tenants/units/use
	Fire doors
	Breaks (1m)
Health:	Ventilation 5%
	Artificial ventilation?
	Natural lighting 10%
Stairs/Barriers:	Barrier height 1m openings Ø100mm
	Min. tread (250mm)
	Max rise (200mm)
	Width
	Max 3 winders & 90°
Pool:	Fence 1.2m
	Self-closing gate
Disabled persons:	WC layout
	1.8x1.8m finished
	Parking
	Ramps
	max slope 1:12
	max run to suit
	min width 1.1m
	off-set landing

NOTES:	
Info:	Named as marked
	Scale 1:100, 1:50, 1:20
	Relate to plans
Show:	New & Existing works prescribed colours
	NGL, FGL, FFL
	min FFL to FGL 150mm
	Max height
	Ceiling heights
	Boundary/screen walls vs. boundary line
	Foundations vs. boundary line
	DPC vertical & horizontal
Floors:	Structure
	Filling below
Stairs/Barriers:	Barrier height 1m openings Ø100mm
	Headroom min 2.1m
	Max rise to landing (3m)
	Min. tread (250mm)
	Max rise (200mm)
Roof cover:	Material
	Pitch
	Underlay
Roof structure:	Specification
	Spacing
	Span
Specifics:	SW disposal

DRAINAGE:	
Info:	Prescribed colours
Plan & Elev:	Sanitary fixtures
	Drainage pipes Ø110mm
	Waste pipes
	Gradient
	Min. depth 450mm
	RE max 25m
	Stack pipe accessible
	min 440x200 duct size
Vent pipes:	Separate connections
	Min. 1x open vent
	100mm above roof level
	Size
Gulley:	Waste stack
	Head or branch >6m
	Min 1 gulley
Geyser:	150mm ANGL (ground)
	50mm AFGL (paving)
Below slab:	Drip tray
	+ Ø40mm overflow
Septic tank:	Ø22mm overflow @ valve
	Protected (100mm concrete)
	No bends
Specifics:	No connections
	Parallel to contours
	Min 20m from water
French drain:	Min 2m from struct/boundary
	Min 3m from struct/boundary
	Refuse area
Specifics:	with water source
	Grease trap

ELEVATIONS:	
Info:	All relevant elevations
	min 3 for alterations
	Scale 1:100, 1:50, 1:20
	Relate to plans
Show:	No signage
	separate application
	Wall finishes
	NGL
Specifics:	FGL (cut & fill)
	Window opening sections
	Drainage
	Chimney 1m above roof
	Safety glazing

ELEVATIONS:	
XA:	Fenestration
	Roof
	Walls (not brick)
Energy:	Electrical consumption
	Hot water generation
	+ 50 % alternative

GENERAL:	
Article 7(1)(b):	Appearance
	Dangerous

CIRCULATION: for office use		
Town planning:	Eddie Kruger	5070
Technical services:	Eric Louw	5270
Electrical:	Jacobus de Preez	5085
Traffic:	Henry Williamson	6200
Fire:	Kobus van der Mescht	5034
Health:	Sivuyile Mtila	5151
Roads & SW:	Pieter Myburgh	5252
Environmental:	Warren Manual	5163
Heritage:	Committee	

SIGNED _____