



City of Johannesburg  
Department of Development Planning

Metro Centre  
158 Civic Boulevard  
Braamfontein

PO Box 30733  
Braamfontein  
2017

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[www.joburg.org.za](http://www.joburg.org.za)

# ***Written Consent***

## ***Written Consent***

1. An owner of land that is required to submit a written consent application in terms of applicable legislation for the purposes as specified in the applicable legislation, may submitted such application in this format.
2. An application for written consent as envisaged in subsection (1) above shall include the following:
  - a) Prescribed application fee. (Refer to fees schedule).
  - b) Covering letter addressed to:      The Executive Director  
Development Planning  
PO Box 30733  
Braamfontein  
2017
  - c) Application Information – Form A.
  - d) **Original** Power of attorney (if applicable – Form B)
  - e) Company Resolution (if applicable – Form C)
  - f) A copy of the registered title deed for each erf that is included in the application. (1 copy)
  - g) A copy of the company closed corporation, should the or trust property by registered in favour of one of the above.
  - h) If the land is subject to a mortgage bond, full details of such bond holder as well as the bond holder's consent relevant to the application.
  - i) Comprehensive Motivating memorandum in support of the application. (1 copy)
  - j) Locality plan of the area. (1 copy)
  - k) Zoning and density zoning plan. (1 copy)
  - l) Land Use Plan. (1 copy)
  - m) Information regarding the existing zoning.
  - n) Information on the existing development and use on the land.
  - o) Information on the proposed use on the land
  - p) Proposed site plan, showing, *inter alia*, the parking lay out, or any other purposes relevant to the application applied for. (1 copy)
  - q) Any other information deemed relevant to the application.

**APPLICABLE SCHEME:**

**CITY OF JOHANNESBURG LAND USE SCHEME, 2018**

**APPLICATION TYPE:**

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.....

**APPLICATION PURPOSES:**

.....  
.....  
.....

**SITE DESCRIPTION:**

Erf/Erven (stand) No(s): .....

Township (Suburb) Name: .....

Street Address: ..... Code.....

**OWNER:**

Full name: .....

Postal Address: .....Code: .....

Tel No (w): ..... Fax No: .....

Cell: .....

E-mail address: .....

**SIGNED:** .....

Signature of owner/s

**DATE:** .....

**AUTHORISED AGENT (IF APPLICABLE)**

Full name: .....

Postal Address: ..... Code: .....

Residential Address: .....

Tel No (w): ..... Fax No: .....

Cell: .....

E-mail address: .....

The owner hereby elects the Authorised Agent of the Owner/s address to appear below as that to which all correspondence regarding this application shall be directed and, if having elected that of the Authorised Agent, acknowledges that correspondence addressed to such Agent shall be deemed to have been received by the Owner, notwithstanding that such correspondence may not have actually been brought to the Owner's notice.

**SIGNED:** .....  
Signature of Agent

**DATE:** .....

**If an AUTHORISED AGENT is submitting the application, please submit:**

Special Power of Attorney (Form B)

OR – A letter of authorisation from the owner/s

**IF THE OWNER IS A COMPANY**

A company resolution authorising the agent is required (Form C)

**SPECIAL POWER OF ATTORNEY**

I, the undersigned .....  
being the registered owner of .....  
held under deed of transfer/certificate of consolidation title no. ....  
do hereby nominate, constitute and appoint.....

.....  
With power of Substitution to be my lawful representative in my name, place and  
stead, to make application for .....  
.....

In addition to applying for the Municipality's approval of and to make any other  
necessary applications including any post decision processes with regard to  
contributions, payment of park contributions and inclusionary housing requests and  
further to represent me at any inquiry in relation to the abovementioned matters and  
generally do whatever may be necessary or desirable to procure the consent of the  
Council, and generally for effecting the purpose aforementioned, to do or cause to be  
done whatsoever shall be requisite, as fully and effectually, for all intends and  
purpose as I might or could do if personally present and acting herein-hereby  
ratifying, allowing and confirming and promising and agreeing to ratify, allow and  
confirm all and whatsoever my representative shall lawfully do or cause to be done,  
by virtue of these present and whatever my said representative has to date done  
herein.

**SIGNED AT JOHANNESBURG ON THIS \_\_\_\_\_ THE DAY OF \_\_\_\_\_ 20\_\_**  
in the presence of the undersigned witnesses.

**SIGNED:** \_\_\_\_\_

**AS WITNESSES:**

1. \_\_\_\_\_

2. \_\_\_\_\_

**COMPANY RESOLUTION**

RESOLUTION BY OWNERS / MEMBERS OF

.....  
.....

**RESOLVED THAT:**

At a meeting held at \_\_\_\_\_ on this  
\_\_\_\_\_ day \_\_\_\_\_ month for the \_\_\_\_\_ year.

1. An application be submitted to the City of Johannesburg Metropolitan  
Municipality for the \_\_\_\_\_  
\_\_\_\_\_.

2. \_\_\_\_\_  
be and hereby authorised to sign all necessary documentation and papers to enable  
the above application to be proceeded with.

Chairperson of the meeting

**SIGNED:** \_\_\_\_\_

**AS WITNESSES:**

1. \_\_\_\_\_

2. \_\_\_\_\_