

SPATIAL PLANNING AND ENVIRONMENT - DEVELOPMENT MANAGEMENT - LAND USE MANAGEMENT											
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CAT		MPBL/DMS ref	SERVICES RENDERED	UNIT	REMARKS	2024/25	2024/25	VAT	2025/26	2025/26	% Increase / decrease
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						excl. VAT	incl. VAT		excl. VAT	incl. VAT	
	1		APPLICATION FEES								
PCR	1.1	Section 42(a)	Rezoning								
	1.1.1		Rezoning of land	Basic fee	Including rezoning to subdivisional area	6 956.52	8 000.00	y	7 278.26	8 370.00	4.62%
	1.1.2		From any Single Residential, General Residential, General Industry, Risk Industry, Local Business, General Business, Mixed Use, Agricultural, Rural and Limited Use zoning. Area of land to be rezoned above 2 000m ² up to and including 10 000m ² , and every additional 10 000m ² area or part thereof above first 10 000m ²	Additional fee	<ul style="list-style-type: none"> For all other zonings there is no additional fee. When calculating the land area to be rezoned for determining the additional fee for land above 2000m² to be rezoned, land to be zoned to Transport zoning 2 or Open Space 2 are to be deducted from the total. In the case of rezoning to subdivisional area, any area of land which is proposed to retain its existing zoning is also deducted from the area calculation (the applicable area must be shown on a plan and submitted with the rezoning application documentation). 	6 956.52	8 000.00	y	7 278.26	8 370.00	4.62%
	1.1.3		Zoning extract	Per land unit	Information supplied by the City regarding the zoning of a land unit	347.83	400.00	y	365.22	420.00	5.00%
	1.2	Section 42(b)	Permanent Departure								
SB	1.2.1		For Single Residential and General Residential zoning erven 200m ² or less		No fee	No charge	No charge		No charge	No charge	
PCR	1.2.2		All other erven regardless of zoning or size	Per departure	Fee per development rule departed from and includes development rules in an Overlay zoning. Where a development rule has multiple sub-items in the MPBL, then fee is per sub-item departed from. See business rules.	686.96	790.00	y	721.74	830.00	5.06%
	1.3	Section 42(c)	Temporary land use departure								
SB	1.3.1		Involving a House shop, Home occupation, Place of Instruction or Worship	Per application		686.96	790.00	y	721.74	830.00	5.06%
PCR	1.3.2		Any other Temporary land use departure	Per application	If an application combines a House shop, Home occupation, Place of Instruction or Worship with any other temporary land use then only the higher fee is applicable	3 469.57	3 990.00	y	3 626.09	4 170.00	4.51%
	1.4	Section 42(d)	Subdivision								

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PCR	1.4.1		Subdivision of land	Basic fee		1 391.30	1 600.00	y	1 452.17	1 670.00	4.38%
PCR	1.4.2		Each proposed land unit in the subdivision	Additional fee	Number of land units includes Remainder portions. Land units to be Transport zoning 2 or Open Space zoning 2 are excluded.	347.83	400.00	y	365.22	420.00	5.00%
PCR	1.4.3		Request for transfer certificate	Per land unit in approved subdivision requested for clearance	I.t.o. Section 137	347.83	400.00	y	365.22	420.00	5.00%
PCR	1.4.4		Request for exempted subdivision	Per request	I.t.o. Section 67(1)	347.83	400.00	y	365.22	420.00	5.00%
PCR	1.5	Section 42(e)	Implementation of a subdivision in phases	Per phase		686.96	790.00	y	721.74	830.00	5.06%
PCR	1.6	Section 42(f)	Consolidation of land								
	1.6.1		Consolidation of land units	Per application	Consolidation of any number of land units	1 391.30	1 600.00	y	1 452.17	1 670.00	4.38%
	1.6.2		Request for exempted consolidation	Per request	I.t.o. Section 67(1)	347.83	400.00	y	365.22	420.00	5.00%
PCR	1.7	Section 42(g)	Amendment, suspension or removal of a restrictive condition	Per condition	As an example the following would be 3 conditions and 3 fees: A(i) ... use of buildings A(ii) ... coverage A(iii) ... no further subdivision	686.96	790.00	y	721.74	830.00	5.06%
PCR	1.8	Section 42(h)	Consent or approval in terms of, or the relaxation of, a restrictive condition in a title deed where the restriction relates to use, subdivision, development rules or design criteria	Per condition	As an example the following would be 2 conditions and 2 fees: A(i) ... extent of use of buildings A(ii) ... coverage	686.96	790.00	y	721.74	830.00	5.06%

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	1.9	Section 42(i)	Consent, approval or any other permission or requirement in terms of the development management scheme								
SB	1.9.1		Consent use for House shop, Home occupation, Place of Instruction or Worship	Per application		686.96	790.00	y	721.74	830.00	5.06%
PCR	1.9.2		Any other Consent use	Per application		3 469.57	3 990.00	y	3 626.09	4 170.00	4.51%
PCR	1.9.3		Site development plan	Per set of plans	This fee is only payable if the SDP is required to be approved in terms of the DMS. See Item 123 and business rules for applicability.	686.96	790.00	y	721.74	830.00	5.06%
PCR	1.9.4		Amendment of approved site development plan	Per set of plans	Fee not payable if an amended plan is submitted in fulfilment of a condition of an approval granted in terms of the MPBL This would be a s42(m) application for which there is no fee. If amendment is not in respect of the fulfilment of a condition then the fee is applicable.	686.96	790.00	y	721.74	830.00	5.06%
PCR	1.9.5		Package of plans in respect the following approval components: • Contextual Framework • Development Framework and • Precinct plans	Fee for each component	See Item 136	3 469.57	3 990.00	y	3 626.09	4 170.00	4.51%
PCR	1.9.6		Amendment of Package of plans in respect the following approval components: • Contextual Framework • Development Framework and • Precinct plans	Fee for each component amended		686.96	790.00	y	721.74	830.00	5.06%
PCR	1.22	Section (62)	Certification or an amendment of an owners' association constitution	Per certification or constitution amendment		686.96	790.00	y	721.74	830.00	5.06%
PCR	1.9.7		Any other approval or any other permission or requirement in terms of the DMS	Per approval or permission	Multiple fees required if there are multiple approvals or permissions specified in the DMS. Full details in the Business rules.	686.96	790.00	y	721.74	830.00	5.06%

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PCR	1.10.	Section 42(j)	Amendment, deletion or addition of conditions of an existing approval	Per condition	No fee if condition to be amended or deleted is same as in a simultaneous Section 42(g) or 42(h) application. Addition of condition always requires a fee.	686.96	790.00	y	721.74	830.00	5.06%
	1.11	Section 42(k)	Extension of the period of validity of an approval								
SB	1.11.1		All Permanent departures	Per application	No fees Complexity fees not payable.	No charge	No charge		No charge	No charge	
PCR	1.11.2		Any other approval	Per application	The fee payable is to be same fee for each component as if a new set of applications was being made. Submission needs to be made before lapsing date of the existing approval(s). Complexity fees are not payable.		see remarks			see remarks	
PCR	1.12	Section 42(l)	Amendment or cancellation of an approved subdivision plan	Per application	This fee is payable in all cases where subdivision approval has already been granted, irrespective of whether a general plan has been approved or not.	2 321.74	2 670.00	y	2 426.09	2 790.00	4.49%
SB	1.13	Section 42(m)	Permission required in terms of the conditions of approval of an application	Per application	No fee	No charge	No charge		No charge	No charge	
PCR	1.14	Section 42(n)	Determination of a zoning, a non-conforming use right or any other matter which the City may determine in terms of the MPBL	Per application		2 321.74	2 670.00	y	2 426.09	2 790.00	4.49%
SB	1.15	Section 42(o)	Correction of a zoning map	Per erf / land unit applied for	No fee	No charge	No charge		No charge	No charge	
Note there is no Section 42(p) in the MPBL											
SB	1.16	Section 42(q)	Alteration or amendment of a street name or number	Per application	I.to Section 136 No fee	No charge	No charge		No charge	No charge	

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SB	1.17	Section 42(r)	Determination of an administrative penalty	Per application	I.t.o Section 129(1) No fee	No charge	No charge		No charge	No charge	
PCR	1.18	Section 42(s)	To exempt a subdivision from the need for approval in terms of the MPBL	Per application	I.t.o Section 67(3)	347.83	400.00	y	365.22	420.00	5.00%
PCR	1.19	Section 42(t)	Permission for the construction of a building or a substantial part of it within the envelope of a non-conforming use	Per application	I.t.o Section 37(6)	686.96	790.00	y	721.74	830.00	5.06%
PCR	1.20	Section 42(u)	Any other application which the City Manager may prescribe in terms of the MPBL	Per application		686.96	790.00	y	721.74	830.00	5.06%
PCR	1.21	Section 42(v)	Approval in terms of Section 55(4)(b)	Per unregistered land unit up to maximum of 10. Thereafter no fee.	I.t.o. Section 55(4) of the MPBL (eg show houses)	686.96	790.00	y	721.74	830.00	5.06%
PCR	2		COMPLEXITY FEES								
	2.1		1. Environmental Impact Assessment (EIA) - Full Scoping and Environmental Impact Assessment (in respect of activities listed in terms of GN R387) 2. Transport / Traffic Impact Assessment (TIA)	Additional fee for each category when submitted as part of an application		6 956.52	8 000.00	y	7 278.26	8 370.00	4.62%

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	2.2		1. Environmental Impact Assessment (EIA) - Basic Assessment (in respect of activities listed in terms of GN R386) 2. Heritage Impact Assessment (HIA) 3. Transport / Traffic Impact Statement (TIS) 4. Major Hazard Installation Assessment (MHI) 5. Any other required specialist study	Additional fee for each category when submitted as part of an application	This additional fee is not applicable for a Heritage Impact Assessment (HIA) if it is included in an EIA assessment, or where the District Manager determine that that the complexity of "5. Any other required specialist study" is of a minor nature.	3 469.57	3 990.00	y	3 626.09	4 170.00	4.51%
PCR	3		ADVERTISING FEES								
	3.1	Section 81	Notice in the media								
	3.1.1		Regional Newspapers such as the Argus and Die Burger	Per notice	Advertising is for a notice in two newspapers, but if the notice includes a map then a double fee is applicable	9 834.78	11 310.00	y	10 286.96	11 830.00	4.60%
	3.1.2		Community Newspapers such as the Tygerburger	Per notice	Only if applicable if application requires additional local community notification	6 956.52	8 000.00	y	7 278.26	8 370.00	4.62%
	3.2		Notice in the Provincial Gazette	Per notice	Required in conjunction with an approval of a Section 42(g) application. This advertising fee is refundable in the event that the Section 42(g) application is not approved.	1 443.48	1 660.00	y	1 513.04	1 740.00	4.82%
	3.3	Section 82	Notice to a person by recorded delivery mail		This will include the post office, a courier server or a hand delivery service						
	3.3.1		1 to 5 notices		Single fee for 5 notices	252.17	290.00	y	260.87	300.00	3.45%
	3.3.2		Each individual further notice required			49.57	57.00	y	52.17	60.00	5.26%
	3.3.3		1 to 5 notices (by email)		Single fee for 5 notices	108.70	125.00	y	108.70	125.00	0.00%

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	3.3.4		Each individual further notice required (per recipient by email)			21.74	25.00	y	13.04	15.00	-40.00%
	3.4	Section 84	Notice of no objection	Basic fee	Single fee for preparation of all notices in respect of applications listed in Section 84(1). In the case where Notices of no objection cannot be obtained and notices to a person (3.3 above) is required, the fee in 3.3.1 will not be applicable. 3.3.2 remains applicable.	252.17	290.00	y	260.87	300.00	3.45%
PCR	4		PRINTING / COPIES & INFORMATION PRODUCT FEES								
	4.1		Photocopies & scanning to PDF, per copy	A4	As per Promotion of Access to Information Act 2 of-2000	1.30	1.50	y	1.30	1.50	0.00%
				A3		5.48	6.30	y	5.48	6.30	0.00%
				A2		24.35	28.00	y	25.22	29.00	3.57%
				A1		38.26	44.00	y	40.00	46.00	4.55%
				A0		48.70	56.00	y	51.30	59.00	5.36%
	4.2		Monochrome (computer) prints, per copy	A4	As per Promotion of Access to Information Act 2 of-2000	1.30	1.50	y	1.30	1.50	0.00%
				A3		12.17	14.00	y	13.04	15.00	7.14%
				A2		49.57	57.00	y	52.17	60.00	5.26%
				A1		91.30	105.00	y	95.65	110.00	4.76%
				A0		102.61	118.00	y	106.96	123.00	4.24%
	4.3		Colour prints, per copy	A4		17.39	20.00	y	18.26	21.00	5.00%
				A3		29.57	34.00	y	31.30	36.00	5.88%
				A2		115.65	133.00	y	120.87	139.00	4.51%
				A1		129.57	149.00	y	135.65	156.00	4.70%
				A0		147.83	170.00	y	154.78	178.00	4.71%

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	4.4		Standard off-the-shelf products, per copy	Fixed	Tariff includes the media, eg DVD etc	300.87	346.00	y	314.78	362.00	4.62%
	4.5		Customised products compilation fee	Per half an hour or part thereof	Tariff includes the media, eg DVD etc	306.96	353.00	y	320.87	369.00	4.53%
	4.6		Search fee	Per half an hour or part thereof	Any search required relating to any enquiry, which does not relate to a submitted land use application. This fee does not apply to searches required for zoning extracts, where the relevant fee is applicable.	306.96	353.00	y	320.87	369.00	4.53%
	5		EXEMPTIONS								
	5.1		The Following are exempted from all the application, advertising and other fees in the attached table: <ul style="list-style-type: none"> • Applications submitted by or on behalf of the City. • Applications for the establishment of predominantly state subsidised housing developments, which include predominantly state subsidized social housing developments. An applicant must provide evidence from the head of the responsible state department that the development is a predominantly state subsidized housing development. In this context "State" means an "organ of State" as defined in Section 239 of the Constitution and includes the Western Cape Government and the City. This is interpreted as those institutions which are an intrinsic part of government and those institutions outside the public service which are controlled and owned by the State - i.e. where the majority of the members of the controlling body are appointed by the State or where the functions of that body and their exercise is prescribed by the State to such extent that it is effectively in control. • Any service by the National Department of Public Works. • Applications required to address or give effect to successful resettlement claims in terms of the Restitution of Land Rights Act. • Applications in respect of properties in the Atlantis Industrial Area as defined in the MPBL or any application in any other approved spatially targeted areas as provided for via Council's Investment Incentives Policy. A reduced tariff in such areas may be applicable if stipulated in the establishment conditions thereof. 								
	5.2		All applications for places of instruction (or similar use as per the development management scheme) for the purposes of Early Childhood Development (ECD) centres only, are exempt from all application fees including the fee for serving notices. The fee is still applicable in cases where an application needs to be advertised in the media								
	5.3		No advertising or application fee is payable by an applicant where re-advertising or any new application is required when the District Manager is of the opinion that such re-advertising or new application is due to error or failure on account of the department or its staff.								

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	5.4		No basic application or complexity fees are payable in respect of any application made in response to a previous refusal (including closure or withdrawal) of the same or a materially similar (as per the District Manager's opinion) application on the same premises. The application must be submitted within a period of 12 months from the date of final notification of the previous decision or date of closure / withdrawal and with the express intent to address the previous reasons for refusal / closure / withdrawal. The District Managers interpretation in this regard is final, and advertising / public consultation fees, if applicable, remain payable. This exemption applies unless otherwise stated in the MPBL (e.g section 75(4)(b) of the MPBL).								
	5.5		The Director: Development Management may grant or refuse applications for exemption of some or all applicable fees in respect of a particular application which is necessitated by changes to developments made at the request of the City's Environmental Resource Management department in the interests of environmental or heritage conservation.								
	5.6		The Director: Development Management may authorise exemption from land use application tariffs in cases where a previous land use management decision was set aside in a court of law and such an application is required in terms of a court order to be resubmitted to the City for decision, subject thereto that it is the same application as originally submitted.								
	6		REFUNDS								
	6.1		Refunds will only be considered upon request by the applicant or owner.								
	6.2		In the case of errors or incorrect charging/ payment by an applicant or the department and subsequent correction thereof by the department, and subject to the approval of the Director: Development Management, a fee paid in terms of this tariff, fees and charges book is refundable.								
	6.3		After an acknowledgement of receipt has been issued in terms of Section 74 of the MPBL the application has been accepted by the City Manager. If an applicant withdraws an application, the application fee is not refundable as per Section 77 of the MPBL (unless amended). Advertising fees are not subject to Section 77 and are refundable providing the applicable advertising has not yet taken place, and subject to the approval of the Director: Development Management.								
	6.4		A decision to amend, suspend or remove any restrictive condition in a title deed must be published by notice in the Provincial Gazette after an approval of a Section 42(g) application. The notice fee is refundable to the applicant, subject to the approval of the Director: Development Management, in the event that the Section 42(g) application is not approved.								