



BUILDING DEVELOPMENT MANAGEMENT (BDM) – RESUBMISSION AFTER REFUSAL

DAMS Overview:

The Development Application Management System or DAMS allows for the electronic submission, processing and tracking of building plans and land use applications. DAMS is fully integrated with the City's SAP enterprise environment and links the City's central property repository – which also fully integrates with our Geographic Information System (GIS) – with the City's digital financial system and the main electronic document/records management system.

*The Development Management Department only accept building plans and land use applications submitted online via **e-Services**. Read or download our [DAMS Registration Booklet](#) for guidelines on how to register.*



PLEASE NOTE:

Applicants must be registered on the e-services portal.

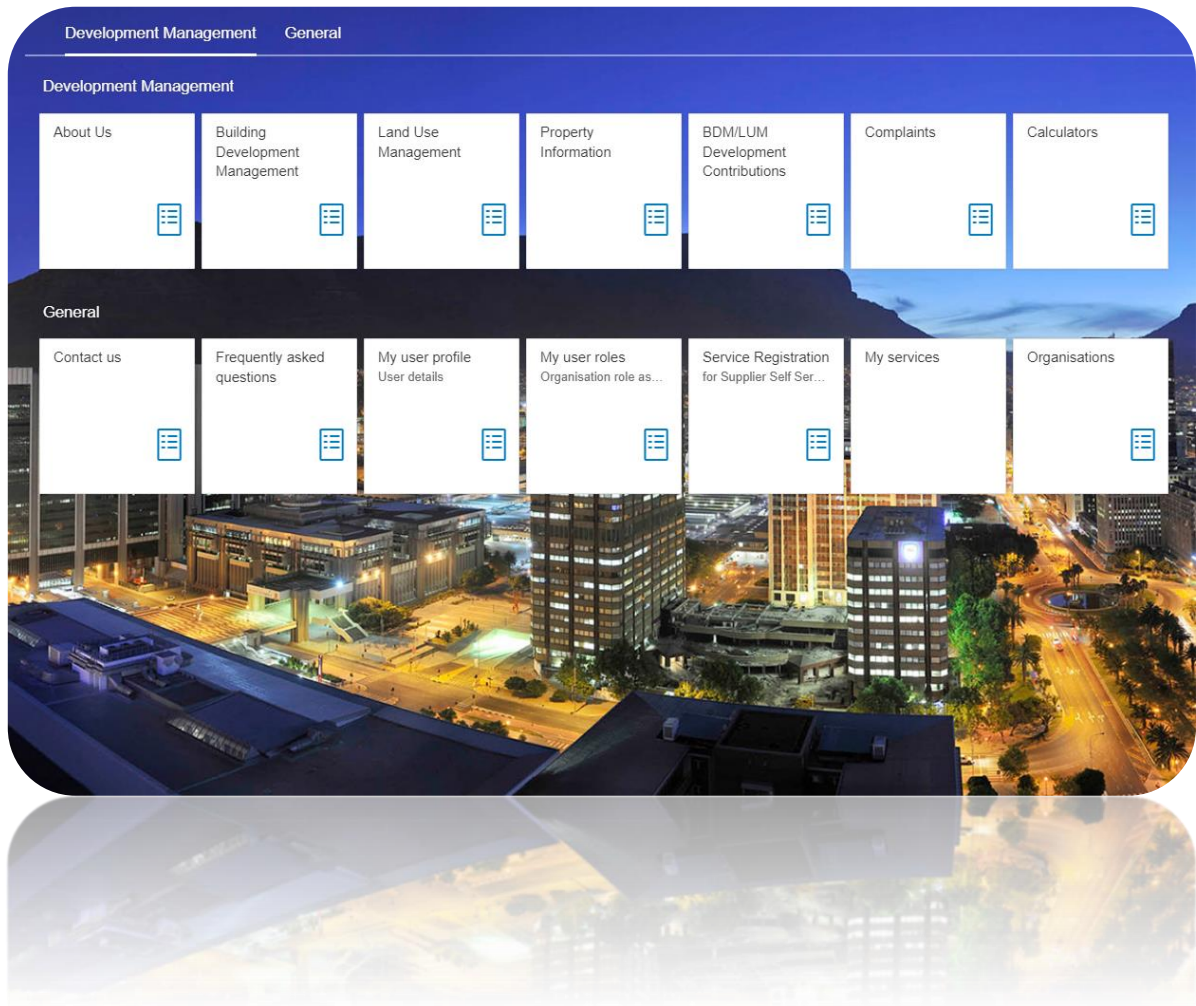
The following is important to note when requesting a Resubmission after Refusal:

- All previously outstanding amendment items must be submitted in order for a resubmission to be considered.

DAMS Access:

Access the **e-Services** portal:

Development Management **e-Services** home page:



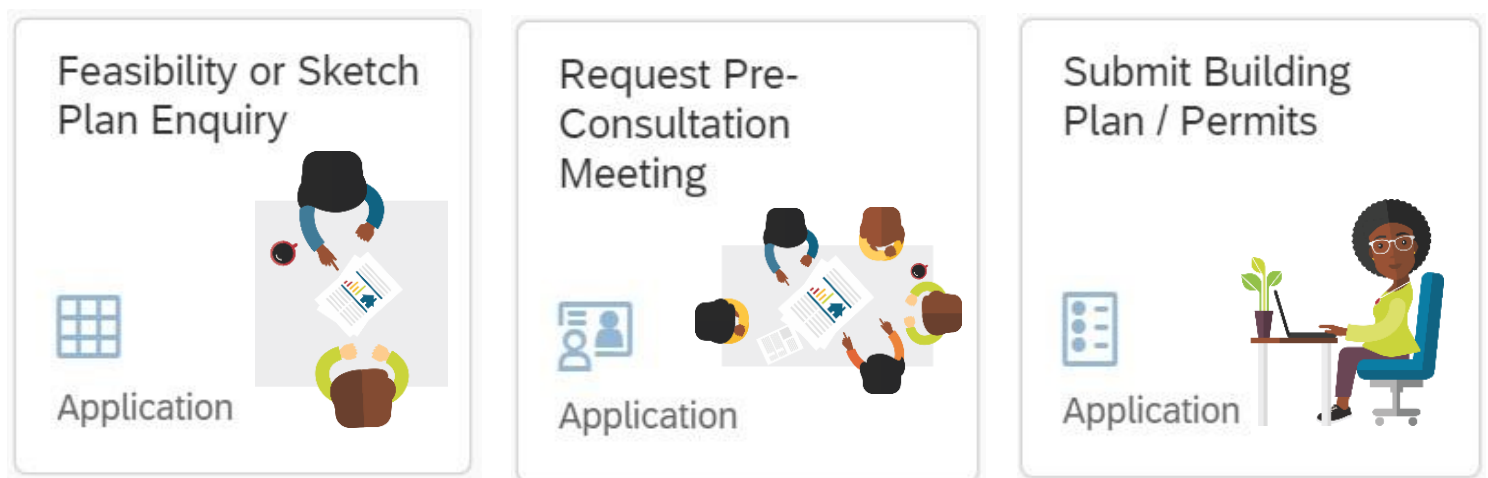
BDM Portal Applications at a Glance:

The Building Development Management Portal have been enhanced to differentiate between, various application types, based on standard process flow applications and stand alone process flow applications.

A total of 9 application types are available and a separate selection to track all Land use application types.

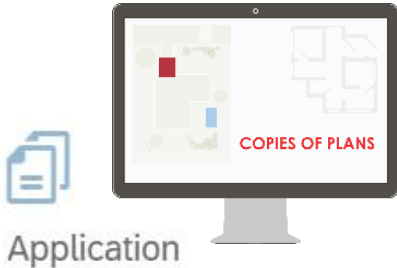
The 9 application types are listed below:

Submit an application



Requests (Paid Services)

Request Copies of Plans



Request Permission to Use



Request Occupancy Certificate



Resubmission after Refusal



Request Extension of Validity



Other

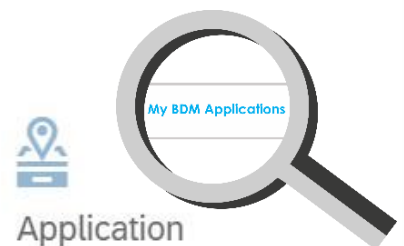
Request Building Inspection



Withdraw Application



My BDM Applications



Useful Links and FAQ's



Application

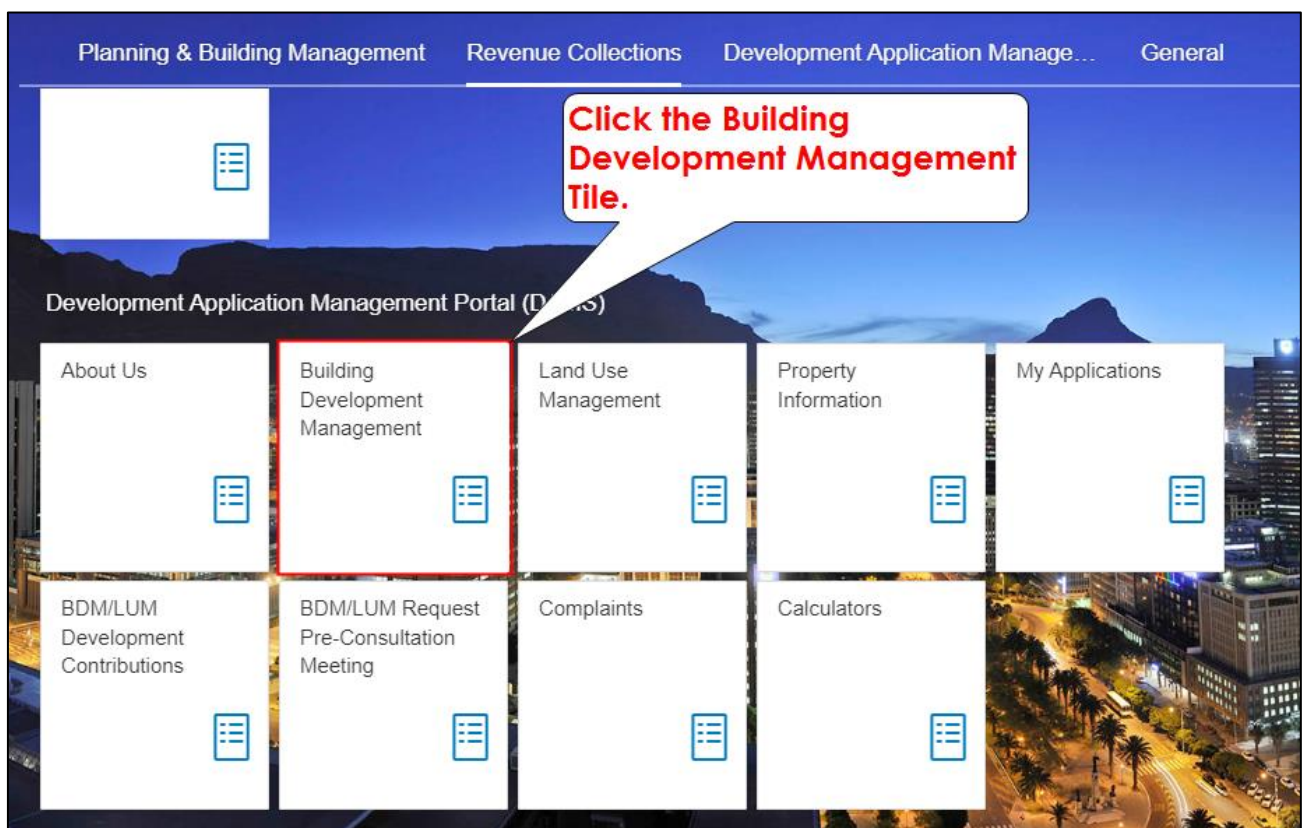
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Overview:

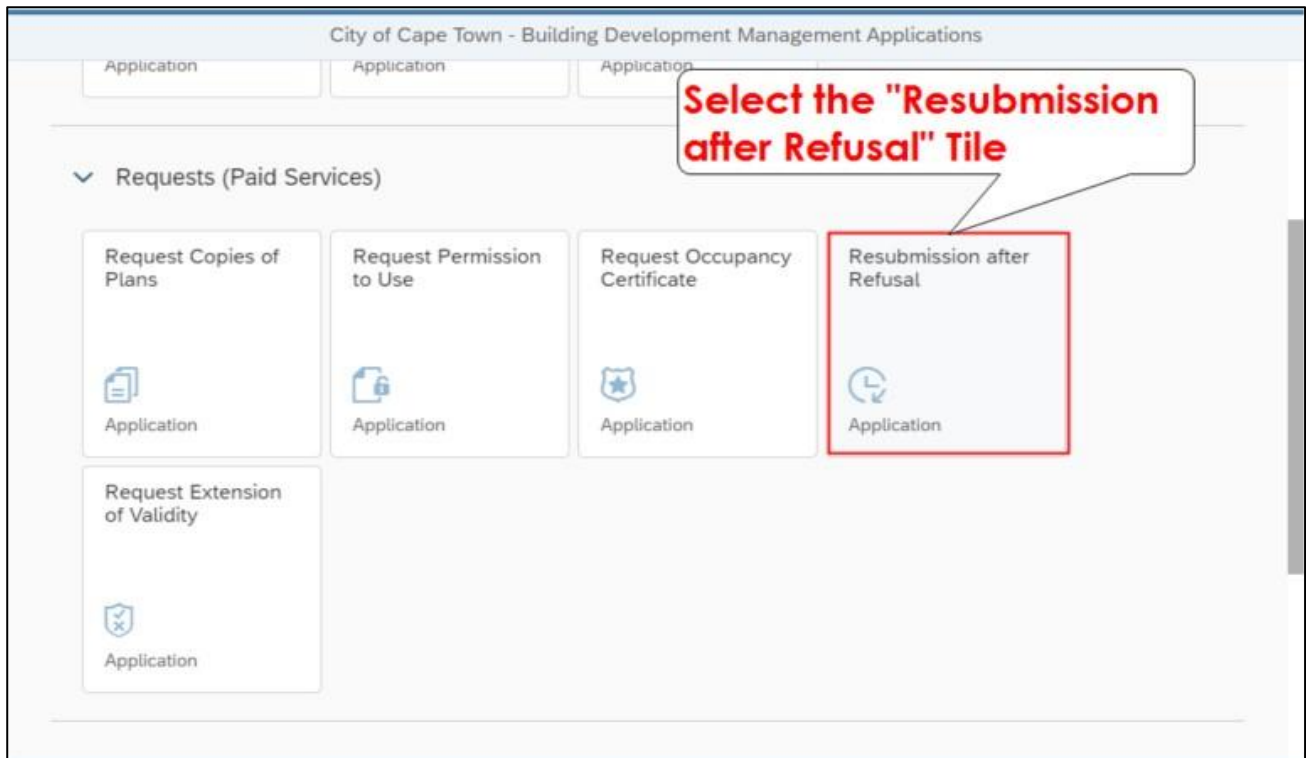
This user manual will simulate the process “Resubmission after refusal” via the Development Application Management Portal (DAMS).

STEP 1: Building Development Management Applications – Home Page

Select the "Building Development Management Tile" to navigate to the BDM portal applications



STEP 2: Select Resubmission after Refusal



STEP 3: Provide the Motivation for the Resubmission after Refusal

Resubmission After Refusal – Motivation for Resubmission

Case ID: 1700532329
Allotment: MILNERTON
ERF No: 00003822

Provide the motivation for the resubmission of the application in the text box provided

Provide Motivation
Character limit – if exceeded, attach document as annexure

Uploaded Documents

Download Upload +

- ☐ Proforma_Invoice_Reissued_Fees_0010027583.pdf
Uploaded on : 11-06-2024 Time : 12:36:59
- ☐ Proforma_Invoice_0010027566.pdf
Uploaded on : 10-06-2024 Time : 18:39:06

Cancel

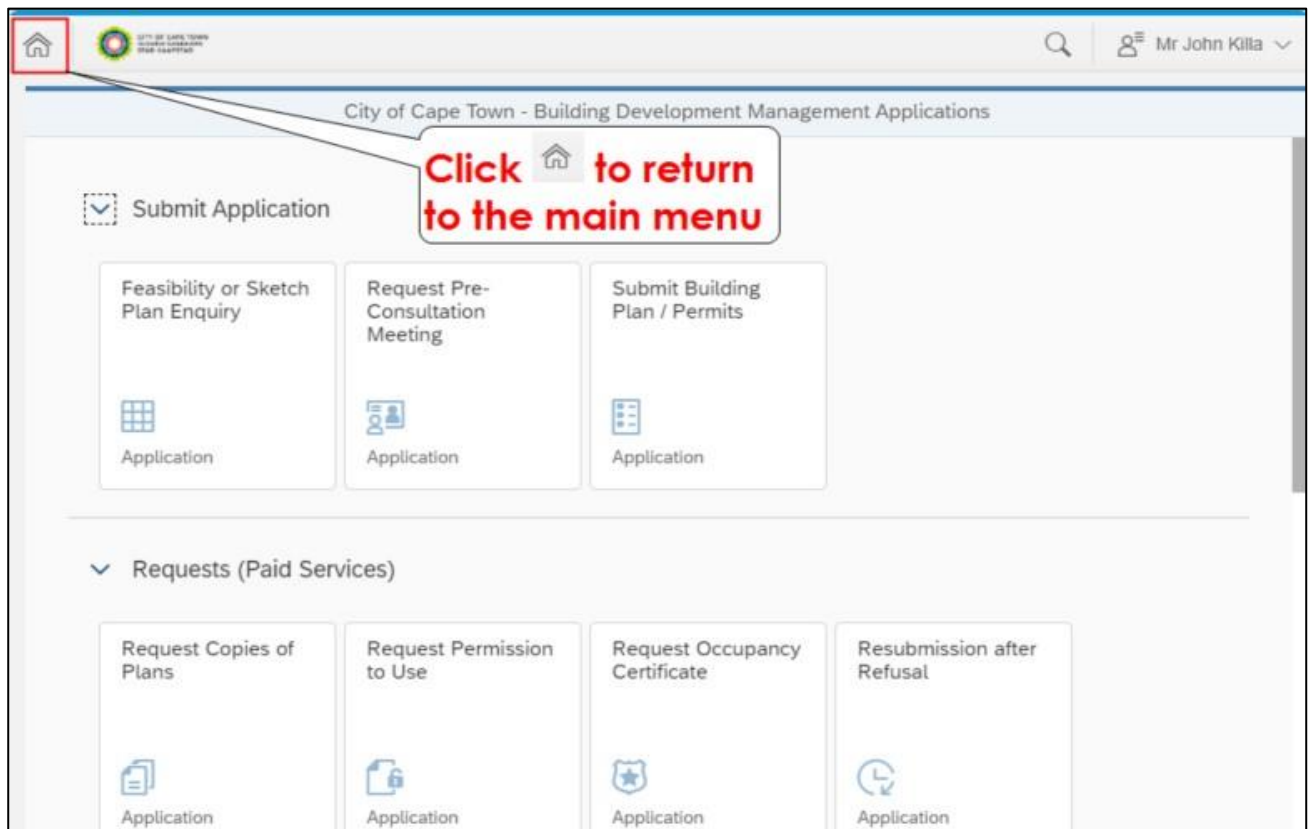
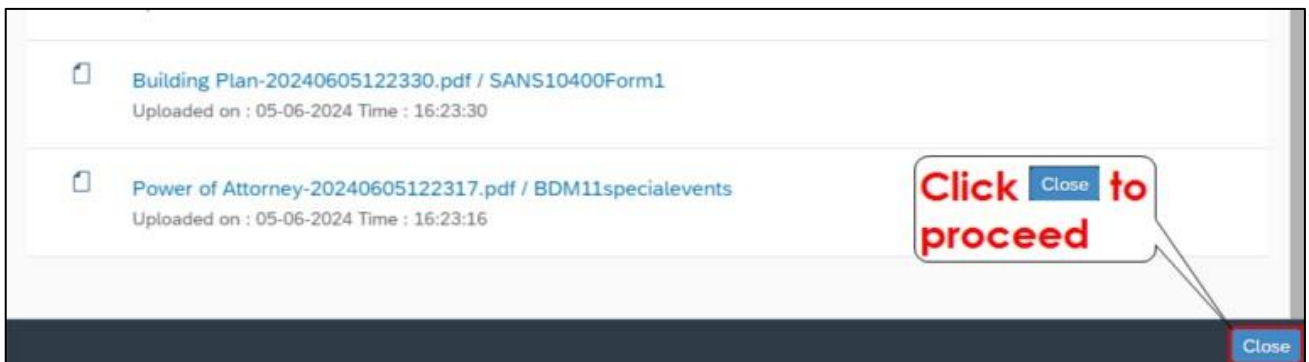
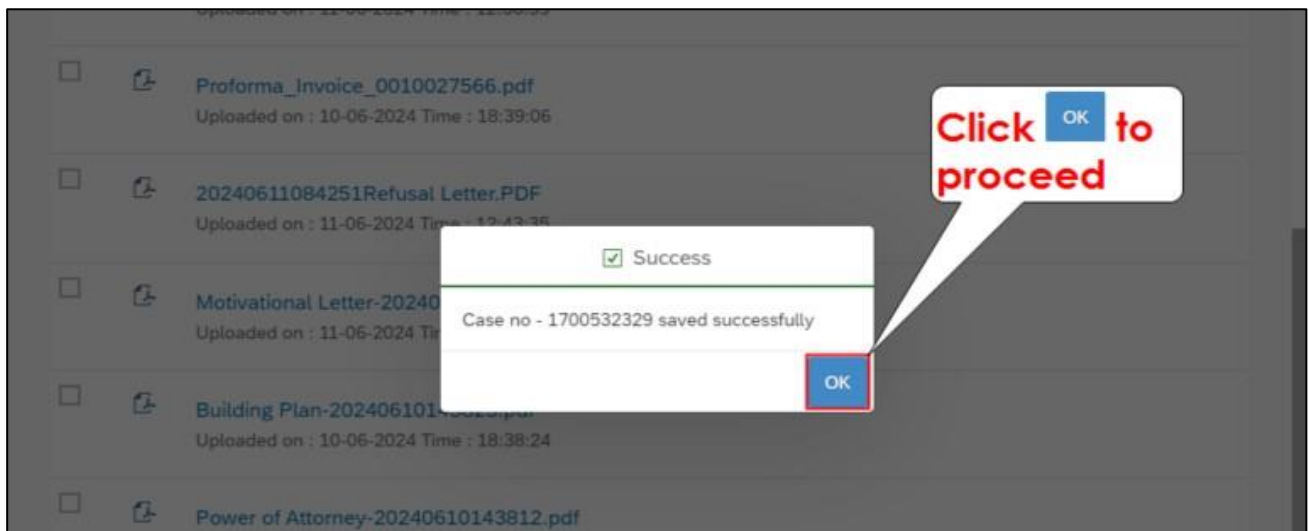
Resubmission After Refusal – Motivation for Resubmission

- ☐ Proforma_Invoice_Reissued_Fees_0010027583.pdf
Uploaded on : 11-06-2024 Time : 12:36:59
- ☐ Proforma_Invoice_0010027566.pdf
Uploaded on : 10-06-2024 Time : 18:39:06
- ☐ 20240611084251Refusal Letter.PDF
Uploaded on : 11-06-2024 Time : 12:43:35
- ☐ Motivational Letter-20240611093332.pdf
Uploaded on : 11-06-2024 Time : 13:33:32
- ☐ Building Plan-20240610143825.pdf
Uploaded on : 10-06-2024 Time : 18:38:24
- ☐ Power of Attorney-20240610143812.pdf
Uploaded on : 10-06-2024 Time : 18:38:12

Click Submit to proceed

Submit Cancel

STEP 4: Application Review and Confirmation



BUILDING DEVELOPMENT MANAGEMENT (BDM) – RESUBMISSION AFTER REFUSAL

Please review all the application details as captured, should any changes be required select the “edit” option available after each section

Payment is now required for the application. Please proceed with payment through the various payment options

Congratulations! You have successfully made your submission/enquiry.

Click here to view other available user manuals.

For online services and enquiries, contact us through our District Information Hubs:

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[Helderberg](#) [Tygerberg](#) [Khayelitsha](#) [Southern](#)