



Welkom by Prince Albert Munisipaliteit Die hart van die Sentrale Karoo

Bou-riglyne:

Prins Albert Munisipale gebied dek 'n oppervlakte van 8 153 km² wat in sluit die dorpe en omliggende plaasgebiede Klaarstroom, Prins Albert, Prins Albertweg en Leeu Gamka in. Met 'n bevolking van net meer as 13 000, is hierdie kategorie B-munisipaliteit die tweede kleinste munisipaliteit in die Wes-Kaap met landbou en toerisme as sy hoof ekonomiese dryfvere.

Een van die hoof dienste wat gelewer word is Dorpsbeplanning en Bou-beheer



Historiese geboue

Alle geboue ouer as 60 jaar, moet die 'n spesiale permit vanaf Wes-Kaap Erfenis en die kommentaar van die plaaslike ErfenisKomitee (PACF) ontvang voordat die owerheid enige bou-planne kan oorweeg.

Binne en buite veranderinge van geboue

Goedkeuring moet eers verkry word vanaf die plaaslike owerheid alvorens enige bouwerk binne of buite die voetspoor van 'n bestaande struktuur gedoen word. Dit sluit die volgende ondergeskikte bouwerke in:

- Grens / tuin muur
- Hout struktuur
- Swembad / vis dam
- Afdak / stoep
- Verskuif van vensters en deure



Hoe word onderskei gemaak tussen bou-werk

Die bou-inspekteur kan besluit of bouwerk ondergeskik of formeel is. Ondergeskikte bouwerk is gewoonlik klein veranderinge of bouwerk soos die lê van plaveisel. Vir ondergeskikte bouwerk is dit nie nodig om 'n plan in te dien deur iemand wat SACAP geregistreer is nie. Die beste is om vooraf met die bou-inspekteur te kom praat oor wat u wil doen en sal hy u adviseer.

Aansoek vir goedkeuring

Vir formele planne moet die volgende ingesluit word by die indiening van u bouplanne:

- SACAP registrasie van tekenaar (besonderhede van tekenaar)
- Vloer-plan
- Aansigte
- Dak-plan (Strukturele plan van die dakstruktuur). Voldoening aan SANS 10407 indien dit 'n rietdak is.
- Elektriese uitleg
- Area van nuwe aansoek en dekking op erf
- Riool-plan (*Warm en koue water netwerk moet aangedui word en moet energie aanvraag en verbruik berekening insluit*)
 - Titelakte en Soneringsertifikaat
 - Vorms 1-4 van die SANS bou aasoeke, soos vereis en onderteken. Vorm 2 vir Ingenieur en ander soos vereis
 - Fenestrasie berekening indien meer as 15%. Fenestrasie sertifikaat wat voldoening aandui
 - Landmeter diagram



Boek van inspeksies:

Eienaars moet die Munisipaliteit 48 uur vooraf in kennis stel wanneer hul begin bou asook 48 uur vooraf 'n afspraak maak om inspeksies te doen.



Daar is 7 inspeksies, naamlik

- Wanneer fondasie uitgegrawe word
- Wanneer fondasie gegiet word
- Fase vanaf fondasie tot vloer hoogte
- Vloer inspeksie
- Vloer tot dak hoogte
- Dak inspeksie
- Finale inspeksie

Na die finale inspeksie word 'n Okupasie sertifikaat deur die plaaslike owerheid afgeteken voordat die huis bewoon word.

Aansoekvorms

Alle aansoekvorms kan by die volgende webtuiste skakel verkry word.

<https://www.pamun.gov.za/resource-category/application-forms>

Die volgende dokumente word benodig voor 'n Okupasie uitgeryk kan word na die voltooiing van 'n nuwe huis

- Kewer sertifikaat
- Glasseringsertifikaat
- Gas sertifikaat
- Elektrisiteitsertifikaat
- Loodgieter sertifikaat
- Vir alle dubbel verdieping strukture, swembaddens, patio's en ingenieur ontwerpte huise moet 'n ingenieursertifikaat ingedien word.

Belangrike punte om in gedagte te hou

- Toiletgeriewe moet vir die werkers op die bouterrein beskikbaar wees.
- Alle Boumateriaal in die geval van nuwe geboue moet aan die SABS Standaard voldoen.
- Die Eienaar / bouer moet alle bou-rommel binne 7 dae na die voltooiing van die Bouwerk verwyder. Bou-rommel mag nie by die Munisipale Vullisterrein gestort word nie.
- Indien bouwerk nie binne 12 maande begin nie, sal die goedgekeurde planne verval en moet die planne weer voorgelê word vir goedkeuring.
- U moet asseblief hierdie Bouplan Goedkeuring toon by die Tesourie Departement wanneer u aansoek doen vir 'n Elektrisiteit – en – Water Aansluiting.
- Geen bouwerk word na 18:00 toegelaat nie. Geen bouwerk word toegelaat op Sondag nie. Slegs met spesiale toestemming.
- Die verantwoordelikheid berus op die tekenaar of argitek om seker te maak dat die planne aan die vereistes van isolasie volgens SANS 10400XA voldoen.
- 'n Afskrif van die Bouplan en inspeksievorm moet ten alle tye op die bouterrein beskikbaar wees.

Goeie nuus

Nou kan u uit die gemak van u woning u bou-plan indien by ons plaaslike owerheid.

Registreer op die volgende webtuiste skakel en dien u aansoek in.

<https://westerncapecollab.collaboratoronline.com/>



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Welcome at

Prince Albert Municipality
The heart of the Central Karoo



Building Guidelines:

Prince Albert municipal area, covering an area of 8 153 km², incorporates the towns and surrounding farm areas of Klaarstroom, Prince Albert, Prince Albert Road and Leeu Gamka. With a population of just over 13 000, this category B municipality is the second smallest municipality in the Western Cape with agriculture and tourism as its main economic drivers.

One of the main functions is Town Planning and Building Control



Historical buildings

All buildings older than 60 years must obtain a special permit from Western Cape Heritage and the comments from the local Heritage Committee (PACF) before the local authority can consider any building plans.

Internal and external changes of buildings

Approval must first be obtained from the local authority before any construction work is done inside or outside the footprint of an existing structure. This includes the following minor structures:

- Border / garden wall
- Wood structure
- Swimming pool / fish pond
- Shed / porch
- Moving windows and doors



How to distinguish between construction works

The building inspector can decide whether building work is minor or formal. Minor construction is usually minor alterations or construction such as laying paving. For subordinate construction, it is not necessary to submit a plan by someone who is SACAP registered. It is best to talk to the building inspector beforehand about what you want to do and he will advise you.

Application approval

For formal plans, the following must be included when submitting your building plans:

- SACAP registration of draftsman (details of draftsman)
 - Floor plan
 - Views
 - Roof plan (Structural plan of the roof structure). Compliance with SANS 10407 if it is a thatched roof.
 - Electrical layout
 - Area of new application and cover on erf
 - Sewage plan (Hot and cold water network must be indicated and must include energy demand and consumption calculations)
- Title Deed and Zoning Certificate
- Forms 1-4 of the SANS build applications, as required and signed. Form 2 for Engineer and others as required
 - Fenestration calculations if more than 15%. Fenestration certificate indicating compliance
 - Surveyor diagram



Booking of inspections

Owners must notify the Municipality 48 hours in advance when they start construction as well as make an appointment 48 hours in advance to conduct inspections.



There is namely 7 inspections

- When foundation is excavated
 - When foundation is poured
- Phase from foundation to floor height
- Floor inspection
 - Floor to ceiling height
 - Roof inspection
 - Final inspection

After the final inspection, an Occupancy Certificate is signed by the local authority before the house is occupied.

Application forms

All application forms can be obtain from our Municipal website.

<https://www.pamun.gov.za/resource-category/application-forms>

The following documents is needed to obtain a signed Occupancy Certificate

- Beetle certificate
- Glazing certificate
- Gas certificate
- Electricity certificate
- Plumbing certificate
- An engineering certificate must be submitted for all double storey structures, swimming pools, patios and engineer designed houses.

Important points to keep in mind

- Toilet facilities must be available to the workers on the building site.
- All Building Material in the case of new buildings must comply with the SABS Standards.
- The Owner / Builder must remove all construction debris within 7 days after the completion of the Construction Work. Building rubbish may not be dumped at the Municipal Landfill.
- If construction does not start within 12 months, the approved plans will expire and the plans must be resubmitted for approval.
- You must please show this Building Plan Approval to the Treasury Department when you apply for an Electricity and Water Connection. No construction work is allowed after 18:00. No building work is allowed on Sundays. Only with special permission.
- The responsibility rests with the draftsman or architect to ensure that the plans comply with the requirements of insulation according to SANS 10400XA.
- A copy of the Building Plan and inspection form must be available on the building site at all times.

Good news

You can now submit your building plan to our local authority from the comfort of your home. Register at the following website link and submit your application.

<https://westerncapecollab.collaboratoronline.com/>



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