



Mtubatuba Municipality
Department of Planning
Building Control: Outdoor Advertising

Lot 105, Nkosi
Mtubatuba Rd.
Mtubatuba
3935

PO Box 52
Mtubatuba
3935

Tel +27(0) 35 550 0069
Fax +27(0) 35 550 0060
E-mail: planning.mtuba@lanlic.net

APPLICATION FOR AN OUTDOOR ADVERTISING SIGN/HOARDING

(HANDWRITTEN ONLY)

DETAILS OF APPLICANT

NAME/COMPANY.....

POSTAL ADDRESS.....

..... CODE.....

TEL NO (.....)..... CELL NO..... FAX (.....).....

E-MAIL.....

FULL NAMES

SIGNATURE DATE

DETAILS OF PROPERTY OWNER

NAME..... TITLE.....

POSTAL ADDRESS.....

..... CODE.....

TEL NO (.....)..... CELL NO..... FAX (.....).....

E-MAIL.....

SIGNATURE OF PROPERTY OWNER (OWNERS CONSENT)

FULL NAMES.....

IDENTITY NUMBER.....

SIGNED..... DATE.....

DETAILS OF THE PROPERTY

ERF NO..... PORTION..... TOWNSHIP.....

STREET NAME NO.....

ZONING

DETAILS OF THE PROPOSED ADVERTISING SIGN/HOARDING

SIZE..... M X. M OVERALL HEIGHTM

TOTAL M²

TYPE OF SIGN AND CLASS (SAMOAC):.....

SINGLE
SIDED

DOUBLE
SIDED

THREE
SIDED

NON-
ILLUMINATED

EXTERNALLY
ILLUMINATED

INTERNAL
ILLUMINATED

ON
PREMISE

3RD
PARTY

NORMAL 5 - YES
IF NO, STATE YEARS.....
(MAX OF 9 YEARS 11 MONTHS)

IF NO: TEMPORARY SIGN
NO. OF MONTHS:

RECEIPT OF APPLICATION AND APPROVAL OF FEES (FOR OFFICE USE ONLY)

COUNCIL REFERENCE NUMBER:	FEES PAID: R.....
COUNCIL RECEIPT NUMBER:	DATE RECEIVED/FEES PAID
FOR COUNCIL APPROVAL STAMP ONLY	FOR COUNCIL APPROVAL STAMP ONLY

**1. Signs In Terms Of The National Building Regulation And Building Standard Act. 1977
Section 13 Of The Local Government System Act 2000. (by-laws)**

Signs suspended under verandahs or canopies, signs on verandahs and canopies over street, projecting signs, pylon signs, signs indicating the development of township or property, signs flat on buildings, sky signs, signs on awnings, sun-blinds, advertisements on balloons, painted advertisements, temporary signs and advertising, signs on and over streets.

Application requirements:

- o Application form with particulars (see attached)
- o Locality Plan
- o Elevations and Artwork
- o Registered Owner's Consent
- o Title Deeds of the Property
- o Zoning Certificate
- o Zoning Map of the Area
- o S.G. Diagram of the Property
- o Distance from existing signage (Indicate on locality plan in a radius of $\pm 200\text{m}$)

A public notice must be published once a week in a local newspaper for the following category of signs:

- In an area of partial control a sign 64m^2 and larger to the discretion of the Council.
- In an area of minimum control a sign 200m^2 and larger to the discretion of the Council.

2. Signs in terms of Section 24: "BILLBOARDS"

Application requirements:

- o Lease Agreement
- o Motivation

A public notice must be published once a week in a local newspaper for the following category of signs;

- Any 3rd party advertising sign 4.5m^2 and larger.

The following documentary evidence is required with every Public Notice Published:

- o Copy of 1st notice published in newspaper as per - Schedule 1

Tariff of charges: (effective from 1 July 2014)

(a) In terms of Section 2(1) (i.e. applications or signs set out in Sections 6 to 16 and 20 to 23 inclusive) the application fee is R211.20 is required with a further amount of R50 per square meter of advertising display payable on approval only.