



**Knysna**

Municipality ♦ Munisipaliteit ♦ uMasipala  
INCLUSIVE. INNOVATIVE. INSPIRED.

**KNYSNA MUNICIPALITY**  
**PRE –APPLICATION MEETING**

Minutes of meeting held on the

21 August 2019

At

09:00

**Planning and Development Boardroom**

**MINUTES**

No	Item	Presentation
1.	<b>Opening and Welcoming</b>	Mr S Mqhele
2.	<p><b>Attendance</b>  Mr S Mqhele (Chairperson)  Ms N Vonya – KM: Town Planning  Ms L Mniki – KM: Town Planning  Mr S Madumbo – KM: Town Planning  Mr L Stefane – KM: Town Planning  Ms P Booth – KM: Environmental Services (not entire duration)</p> <p>Mr L Botha – Applicant: VPM Planning CC  Mr H Labuschagne – Applicant: Marike Vreken Planners  Ms M Vreken – Applicant : Marike Vreken Planners</p> <p><b>Apologies</b>  Mr A Africa – KM: TSD  M R Hardnick – KM: Environmental Management</p>	
3.	<b>Items for consideration</b>	
3.1	<p><b><u>Erf 13741 &amp; 13742, Knysna – Application for Subdivision and Consolidation</u></b></p> <p><b><u>Discussion</u></b></p> <ul style="list-style-type: none"> <li>• Situated in Green Pastures</li> <li>• Owned by HOA</li> <li>• Wish to Subdivide and Dispose of the land</li> <li>• Unutilised Private Open Space</li> </ul>	All Municipal officials and the relevant applicant(s).

	<ul style="list-style-type: none"> <li>• Other Portion to create new residential property (to be rezoned)</li> <li>• Remainder to also be rezoned to “Single Residential”</li> <li>• AGM Held and consensus reached for the aforementioned</li> <li>• Applicant does not believe that there was Environmental purposes</li> <li>• Previous approvals will have implications on the requirement of other Land Use Planning Applications such as Amendment of Conditions of Approval</li> <li>• Amendment of General Plan can’t be done (and won’t be required) as there are properties which have been registered</li> <li>• Town Planning won’t know implications on Services, therefore TSD to be consulted</li> <li>• Accessibility to new erven and implication on the existing road portion to be addressed</li> <li>• It appears that there may be a Servitude.</li> </ul> <p><b><u>Recommendation:</u></b></p> <ul style="list-style-type: none"> <li>• Circulate to TSD and Environmental Management, amongst others</li> <li>• Subdivision Application</li> <li>• Accessibility to new erven and implication on the existing road portion to be addressed</li> <li>• Applicant to investigate Servitude and implications of the proposal therefore</li> <li>• Subdivision</li> <li>• Consolidation</li> <li>• Rezoning</li> <li>• Amendment of Previous Approvals</li> <li>• Compare existing and proposed zoning implications</li> <li>• To be advertised</li> <li>• Submit AGM Minutes</li> <li>• POA/ Co. Res required</li> <li>• Applicant to check for any restrictive conditions and bond on the title deed; and submit necessary motivation, consent and applications, where applicable</li> <li>• Motivate in terms of Section 65 of the Planning By-Law</li> <li>• Information required in terms of Section 38 of the Planning By-Law</li> <li>• Return to Pre-Application Meeting to present prior to submission</li> <li>• Applicant to consult with TP Department following next week’s Transitional Zoning; as well as SDF Meeting to confirm whether Public Participation will take place again; and confirmation on estimated finalisation dates.</li> <li>• DAFF needs to be consulted for Protected Trees.</li> </ul>	
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3.2	<p><b><u>Erf 592, 593 &amp; 2720, Knysna – Application for Rezoning and Consolidation</u></b></p> <p><b><u>Discussion</u></b></p> <ul style="list-style-type: none"> <li>• All zoned General Residential</li> <li>• Proposal: <ul style="list-style-type: none"> <li>○ <u>Multi-Purpose Community Centre</u></li> <li>○ Church – POW – 200 seater</li> <li>○ Restaurant</li> <li>○ Conference Facility (not exclusively for religious purposes)</li> <li>○ Crèche</li> <li>○ Office – Administrative;</li> <li>○ Studios/ Classes</li> <li>○ Doctors rooms</li> <li>○ Courtyard</li> <li>○ Consolidate</li> <li>○ No fencing</li> </ul> </li> <li>• No existing zoning to accommodate multi-purpose proposal</li> <li>• Intended to optimise use of space during the week as the property is expensive and Knysna CBD currently does not have that.</li> <li>• Shared Parking between uses which alternate at different hours</li> <li>• Parking space to be located along the abutting properties to be used as a buffer</li> <li>• On-street diagonal Parking</li> <li>• Special Zone as per Draft Zoning Scheme</li> <li>• Mortimer Street is one way</li> <li>• Access proposed on Gordon Street (dual-way)</li> <li>• Accessible for pedestrians</li> <li>• Architecture is to enhance the urban character</li> <li>• Vegetation: <ul style="list-style-type: none"> <li>○ Palm Tree</li> <li>○ Indigenous trees</li> <li>○ Avocado Tree</li> <li>○ To be retained and;</li> <li>○ New trees to be planted</li> </ul> </li> <li>• Consultation to be held with TSD</li> <li>• Consultation to be held with Aesthetics Committee</li> <li>• Province has been consulted and (Daleen) said it is a Special case which has Merit seeing as though there is no provision made in current and draft Zoning Scheme</li> <li>• Space (land) is limited in Knysna</li> <li>• Height <ul style="list-style-type: none"> <li>○ Current zoning allows for 12m</li> <li>○ Applicant uncertain but considers approx. 10m</li> </ul> </li> <li>• No Restrictive Conditions</li> <li>• Refined SDP required for informed Decision</li> </ul>	All Municipal officials and the relevant applicant(s).
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	<p><b><u>Recommendation:</u></b></p> <ul style="list-style-type: none"> <li>• Draft Scheme and SDF to be considered in the timing of submission</li> <li>• Motivation to include comparison between current and proposed scheme</li> <li>• Consolidation</li> <li>• Circulate to Environmental Management; TSD</li> <li>• Resolution with Aesthetics Committee to be submitted with the application</li> <li>• Lease Agreement for off-site Parking to be submitted with the application</li> <li>• POA/ Co. Res required</li> <li>• Motivate in terms of Section 65 of the Planning By-Law</li> <li>• Information required in terms of Section 38 of the Planning By-Law</li> </ul>	
3.3	<p><b><u>Erf 4308, Sedgefield – Application for Rezoning</u></b></p> <p><b><u>Discussion</u></b></p> <ul style="list-style-type: none"> <li>• 1.94ha in extent</li> <li>• Split zone <ul style="list-style-type: none"> <li>○ Business Zone (small portion)</li> <li>○ Undetermined (remaining)</li> </ul> </li> <li>• Property has history of land use planning applications, some of which, have lapsed</li> <li>• It is assumed that the property has not been developed due to the rule/ policy which did not allow development below 3msl</li> <li>• Proposal: <ul style="list-style-type: none"> <li>○ Formalise the existing market (of Temporary Structure) which was previously granted under TUD by Rezoning to “Business”</li> <li>○ With a Site Development Plan with further restrictions</li> </ul> </li> <li>• Discuss the intensity of the different business Zones and the compatibility thereof</li> <li>• Survey not yet conducted</li> <li>• Enforcement is a concern</li> <li>• Site Specific Circumstances</li> <li>• Outside of the Urban Edge</li> <li>• Alternative sites ought to be considered</li> <li>• The current land use is desirable</li> <li>• Spatial Planning Policy does not provide guidance</li> <li>• SPLUMA and LUPA Principles may assist</li> </ul>	All Municipal officials and the relevant applicant(s).

	<ul style="list-style-type: none"> <li>Split zoning, Local Business Zone, Commercial Zone, were deliberated as options. However, a suitable Zoning (for the proposed zoning) was not concluded in light of the Environmental constraints</li> </ul> <p><b><u>Recommendation:</u></b></p> <ul style="list-style-type: none"> <li>Anything inconsistent with the SDF is not preferably supported</li> <li>Applicant wishes to apply for a Rezoning with an emphasis on 'Site Specific Circumstances'</li> <li>Circulate to DEA&amp;DP, amongst others</li> <li>Sect 38, 65</li> </ul>	
3.4	<p><b><u>Erf 15309 (Fernwood Phase III), Knysna – Application for Rezoning and Subdivision</u></b></p> <p><b><u>Discussion</u></b></p> <ul style="list-style-type: none"> <li>Approved 2002/ 2003</li> <li>Nodes – Single Residential, Group Housing,</li> <li>Amend intent for properties on the Ridge to rather accommodate Assisted Living (similar to Berg and Kloof)</li> <li>Benefit is that there will be more green space</li> <li>Less Coverage</li> <li>Below 8m, and minimal visual impact as Phase 3 resides in a 'ditch'</li> <li>ROD to be amended</li> <li>Rezone to General Residential</li> <li>Zoning Certificate requested and not received</li> <li>Subdivisional Area or Group Housing Zone – Not certain</li> <li>Current (and approved) access</li> <li>Unused Municipal Reservoir (on Fernwood Land) in close proximity</li> <li>Subdivisional Area has a base zone, therefore, Group Zone</li> <li>Service Reports done and less services to be utilised</li> </ul> <p><b><u>Recommendation</u></b></p> <ul style="list-style-type: none"> <li>Rezoning</li> <li>Amendment of Previous Approvals Application(s), where applicable</li> <li>Circulate to Internal and External Stakeholders, especially Environmental</li> <li>38, 65</li> <li></li> </ul>	
	<p><b><u>Erf 16370, Knysna (Life Bay Hospital) – Application for Departure</u></b></p> <p><b><u>Discuss</u></b></p> <ul style="list-style-type: none"> <li>Converting existing premises (open stoep/ balcony/ conference room) to allow new consulting rooms</li> <li>There are implications on Parking</li> <li>Applicant to assess/ scrutinise previous approvals to confirm if there is a Site Development Plan and what the Parking Ratios will be</li> </ul>	

	<ul style="list-style-type: none"> <li>• Applicant obtained comment forms signed by the neighbouring property owners</li> <li>• Coverage shall be unchanged</li> </ul> <p><b><u>Recommendation</u></b></p> <ul style="list-style-type: none"> <li>• Applicant to assess/ scrutinise planning property files to determine whether Amendment applications will be required</li> <li>• Circulate to internal and external stakeholder</li> <li>• POA/ Co. Res required</li> <li>• Applicant to check for any restrictive conditions and bond on the title deed; and submit necessary motivation, consent and applications, where applicable</li> <li>• Motivate in terms of Section 65 of the Planning By-Law</li> <li>• Information required in terms of Section 38 of the Planning By-Law</li> </ul>	
4.	<b>The Chairperson closed the meeting.</b>	
<p><i>*The Municipality reserves the right to make further/ revised Recommendation should additional information be provided.</i></p>		