



**Knysna**

Municipality ♦ Munisipaliteit ♦ uMasipala  
INCLUSIVE. INNOVATIVE. INSPIRED.

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

**Minutes of meeting held on the**

**04 August 2022**

**At**

**09:00**

**Microsoft Teams**

**MINUTES**

No	Item	Presentation
1.	<b>Opening and Welcoming</b>	Mr S Madumbo
2.	<b>Attendance</b> Mr S Madumbo (Chairperson) – KM : Town Planning <b>(KM)</b> Ms N Vonya – KM : Town Planning <b>(KM)</b> Ms L Mniki – KM : Town Planning <b>(KM)</b> Mr M Radiopane – KM : Town Planning <b>(KM)</b> Mr R Hardnick – KM : Properties <b>(KM)</b> Mr S Nelo – KM : Properties <b>(KM)</b> Ms N Nkoane – KM : Aesthetics and Heritage <b>(KM)</b> Mr M Musekene – KM : Environmental Services <b>(KM)</b>  Mr Mongezi Mdena – Applicant : <b>(MM)</b> Mr Henry Erasmus – Applicant : <b>(HE)</b> Ms Lillian Neville – Applicant : <b>(LN)</b> Ms Marike Vreken – Applicant : <b>(MV)</b> Mr Dale Bastian – Applicant : <b>(DB)</b> Mr Hans Labuschagne – Applicant: <b>(HL)</b>  <b>Apologies</b> Mr S Mqhele – KM : Town Planning <b>(KM)</b>	

3.	<p><b>Items for consideration</b></p> <p><i>*Please note: Meeting minutes do not reflect verbatim discussions</i></p>	
3.4	<p><b><u>Erf 4091,Knysna – Application for Rezoning</u></b></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• MV: The application site is situated across the road from Oakhill School. The proposal entails a rezoning from “Single Residential Zone” to “General Residential Zone III” (flats) to allow 7 units, two storeys and 14 parking bays. The proposal is considered to be appropriate given the surrounding amenities including the Pledge Nature Reserve, school, etc. and it is not far from the main road. There are no restrictive conditions contained in the title deed.</li> <li>• KM: The applicant may consider addressing the same issues raised in their application for Erf 303, Knysna.</li> <li>• MV: That application was for 3 storeys and this one only includes 2. This site is also larger than that of Erf 303, Knysna?</li> <li>• KM: Have you explored the option of Rezoning to “General Residential Zone II” (Town Housing) instead?</li> <li>• MV: Town housing will only allow 4 units which requires more parking, and ground floor access, etc.</li> <li>• KM: The motivation should discuss the appropriateness of “Flats” in comparison to “Group Housing” or “Town Housing”.</li> <li>• KM: In addition, <i>*reads from the description for the zoning category of flats*</i>, for the applicant’s consideration.</li> <li>• MV: The accessibility of the site is a key point we will be discussing in our motivation.</li> </ul>	Knysna Municipal officials and Marike Vreken

- KM: Ensure compliance with the relevant development parameters.
- MV: Yes. Only the rezoning will be applicable and no applications for departure.
- KM: The service yard is not indicated on the Site Plan. In addition, the refuse room is important and to be indicated on the plans.
- KM: The applicant is reminded to motivate the application against the guidelines of the Spatial Development Framework and other relevant policies.
- KM: The property is within the urban conservation area. Therefore, the proposal and motivation is to qualify their proposal against the the Urban Conservation Guidelines (2010).
- KM: The applicant should consider the traffic implications and address accordingly.
- KM: The applicant may provide renders/ perspectives to provide an indication on the appearance of the proposed development in the surrounding context and any implications on the streetscape. This will also assist to fortify arguments regarding compliance with the guidelines for the urban conservation area.

**Recommendation:**

- The applicant may submit the application in terms of Section 15(2)(a) of the Spatial Planning and Land Use Management By-Law (2020).

	<ul style="list-style-type: none"> <li>• Submit all the relevant documents which are required in terms of Section 38 of the Knysna Municipality By-Law on Municipal Land Use Management (2021).</li> <li>• Motivate the application(s) in terms of Section 65 of the Spatial Planning and Land Use Management By-Law (2021).</li> <li>• The motivation memorandum should also address the aforementioned discussions which have taken place during this pre-application meeting.</li> </ul>	
3.5	<p><b><u>Remainder of Farm 211, Knysna – Application for Consent Use</u></b></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• DB: The property is unsurveyed and unregistered state land (under National Department of Public Works). There is no title deed and the surveyor general has confirmed that there is no diagram. Please advise on the appropriate course of action to enable processing of the application.</li> <li>• KM: The applicant must obtain authority from the relevant department (custodian of the state land). In addition, a conveyancers certificate should be obtained.</li> <li>• MV: Upon advice from a lawyer, the State Attorney needs to register/ officiate the property which may take 2-3 years. Surveying of the entire property will be costly and time-consuming, however, we can provide the exact coordinates of the proposed huts from which the plans can be extrapolated, due to the vast extent of the land.</li> <li>• DB: The proposal will coincide with a proposal made for tourist facilities/ accommodation on the neighbouring properties. The subject proposal will cater to hiking trails, no parking will be required and construction of the huts will result in minimal disturbance to the earth.</li> <li>• KM: What is the zoning of the property?</li> </ul>	Knysna Municipal officials and Dale Bastian and Marike Vreken

	<ul style="list-style-type: none"> <li>• DB: Open Space Zone (IV) in terms of the Knysna Zoning Scheme By-Law (2020).</li> <li>• KM: The proposal seems to be in keeping with the Consent Uses available for the zoning of the property. The proposal must comply with the development parameters for “Tourist Accomodation”.</li> <li>• DB: Will the required Environmental Management Plan be different to that which is submitted for the other environmental authorisation required?</li> <li>• KM: No. Once it has been finalised, you may submit the same one with your application, where applicable.</li> <li>• DB: Unfortunately Infrastructure Directorate is not present to discuss services but we will contact them directly.</li> </ul> <p><b>Recommendation:</b></p> <ul style="list-style-type: none"> <li>• The applicant may submit application(s) in terms of Section 15(2) of the Spatial Planning and Land Use Management By-Law (2020).</li> <li>• The application must be accompanied by the information required in terms of Section 38 of the Spatial Planning and Land Use Management By-Law (2020). However, the matter of the title deed and registration of the property is noted.</li> <li>• Motivate the application(s) in terms of Section 65 of the Spatial Planning and Land Use Management By-Law (2021).</li> <li>• The motivation memorandum should also address the aforementioned discussions which have taken place during this pre-application meeting.</li> </ul>	
3.6	<p><b><u>Erf 121, Karatara – Application for Rezoning</u></b></p> <p><b>Discussion:</b></p>	<p>Knysna Municipal officials and Hans Labuschagne</p>

- KM: What is the difference between the current submission and what was initially discussed at the previous Pre-Application Meeting?
- HL: Following a site visit, we wished to discuss an additional application for a departure from the parking provision as it is extensive. This is based on the fact that it will constrict the space available for the activities; the users are children; there is minimal traffic in the vicinity; and only a few volunteers (±2 staff who are neighbours) who may or may not have vehicles, etc.
- KM: What is the extent of the Departure?
- HL: It will be a relaxation from 8 parking bays to 5 parking bays.
- KM: You are to consider the proposed use and compare the level of activity from other youth centres in the Greater Knysna Area.
- HL: The operations involve the use of minibus taxis for collection.
- KM: The proposal must account for any implications in the event of changes in the operating model.
- KM: You are encouraged to refer to actual data of the socio-economic circumstances.
- KM: Is it still Municipal owned property?
- HL: No

**Recommendation:**

- The previous recommendation still stands.

	<ul style="list-style-type: none"><li>• The motivation memorandum should also address the aforementioned discussions which have taken place during this pre-application meeting.</li></ul>	
4.	<b>The Chairperson closed the meeting.</b>	

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