



Knysna

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KNYSNA MUNICIPALITY

PRE –APPLICATION MEETING

Minutes of meeting held on the

16 October 2025

At

09:00

Microsoft Teams

MINUTES

No	Item	Presentation
1.	Opening and Welcoming	Mr S Madumbo
2.	Attendance Mr S Madumbo (Chairperson) – KM : Town Planning (KM) Ms N Vonya – KM : Town Planning (KM) Ms L Mniki – KM : Town Planning (KM) Miss S. Sitinga: Town Planning (KM) Mr P Phungula: Town Planning (KM) Ms. B Koti: Town Planning (KM) Ms. N Nkoane: Aesthetics Committee (KM) Mr Raymond Talmaggies: Technical Services (KM) Mr Mulalo Maseneke: Environmental Management (KM) Casper Hendrik Badenhorst Marike Vreken Lyndon Moll Robert Walters	

3.	Items for consideration <i>*Please note: Meeting minutes do not reflect verbatim discussions</i>	
3.1	<u>Erf 3339, Knysna – Application for Closure of Public Place, Subdivision and Rezoning Discussion and Recommendations:</u> • Casper Hendrik :The full application is compiled and ready for submission, however we wish to go through the changes done on the layout. We tried to align the draft layout to the provisions of the scheme. • Firstly single residential zone, for specific areas with specific sizes, two General Residential Zone, which is social housing, and Community Zone, as well as a portion targeted for religious use. There is also open space and utility. • We would like to get confirmation if these zonings are suitable? • SHM: the number of erven on the single residential is 80, and the total at the bottom, it says the total is 54, that needs to be corrected. • General Residential zone is one to five. In terms of your land use description, that allows for townhousing, what is the envisioned architectural style. Applicant advised to look at the definition of townhousing and other requirements in line with the Knysna Zoning Scheme Bylaw. That should guide what zoning is applicable. Also townhousing in the Hornlee area is becoming common, so in that respect there is grounds for desirability. • Casper Hendrik: It will be a group housing type of development. • SHM: Community Zoning, referring to a place of worship and limited business activity, Community Zone III allows for institution as a primary use. It doesn't seem that this zoning would be suitable. Low impact business zoning, like Business II would be more suitable. • SHM: The client is also advised to look at compliance on this zoning in terms of the zoning scheme. Specifically the feasibility for parking requirements. • The open space area, what is the thinking around the informal trading area?	KM Officials and Casper Hendrik Badenhorst

	• Casper Hendrik: There is a need for trading activities that came through the public participation process. • SHM: Open space one allows for outdoor trading, applicant advised to note definition. • Casper Hendrik: utility zone is set aside for the existing reservoir and a refuse area. • SHM: The zoning proposal seem reasonable and how it relates to the neighbouring area. • Casper Hendrik: The application type also needs to be discussed, • SHM: The application is for a close, rezoning to subdividional area and establishment of rights and densities and subdivision. • The applicant is advised to establish other land use rights and parameters for the development. • Ntombi: is there concept plan for the development in terms of design? • Casper Hendrik: This will be included as part of the application. • SHM: Have there been any changes in terms of the environmental processes since the last meeting, in October 2024? • Casper Hendrik: The environment process has been a separate process that is undertaken by the municipality. • SHM: If there are listed activities triggered, the decision maker will have to consider based on the environmental impact, so the environmental impact as a consideration for desirability, will be essential. Similarly with services impact. • Casper Hendrik: An engineer was appointed to give an idea what is required in terms of the housing demands, and the requirements. • LM: The plans you will be submitting, will it include plans for each specific proposed zone? • Casper Hendrik: Yes. We will zoom into the multiple properties to demonstrate compliance for each zoning. • SHM: Submission requirements, to include the current plan and a second plan that can be reproduced with copying.	
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3.2	<u>Erf 3926, Sedgefield – Application for Consent Use</u> <u>Discussion and Recommendations:</u> • Lyndon Moll: The property is zoned business one, the owner wants to use it for storage purposes and wishes to apply for consent use for warehousing. • SHM: There is a concern, the area is predominantly residential area, and introducing an industrial use, brings questions of compatibility. • SHM: compliance with the requirements for consent use, in that warehousing as a primary right in a different zoning will require a rezoning. applicant advised to give considerations to the clauses on consent use in line with the zoning scheme by-law. • LM: further to the point raised by Shaun, the property is a panhandle property, has the applicant considered these in terms of traffic impact? • Lyndon Moll: There is no anticipated traffic as the storage will be on monthly basis. •	KM Officials and Lyndon Moll
3.3	<u>Erven 3456 – 3465 & 3504-3507 , Knysna – Application for Rezoning, Consolidation & Site Development Plan</u> <u>Discussion and Recommendations:</u> • Marike Vreken: The properties in question are in Sedgefield, one zoned for Filling station, Business and group housing. The proposal is to consolidate all the properties and rezone for the purposes of a shopping centre. And also submit a site development plan. • SHM: For some history, there was previous applications which were refused because there is a desire to reinforce the Sedgefield CBD, what has changed since that time? There are existing rights that came from a previous subdivision. • Marike Vreken: The application that was refused was that it was gonna decline the viability of the CBD, and the spar complex seemed more viable. Since then checkers has done a market research and has seen there is a market demand for a neighbourhood centre and an additional supermarket. • SHM: Applicant advised to provide the research information, as a component for desirability in the motivation memorandum.	KM Officials and Marike Vreken

	• Mulalo: there should be environmental consideration done, as the area is within the Knysna Fynbos area. • Marike Vreken: confirmation from the competent authority will be provided. • LM: the SDF extract, is it showing a coastal service node • Checkers as an encore store and its scale, would be more suitable in a primary node, as opposed to a secondary node. The market and feasibility study will therefore be necessary as part of the submission. • Applicant advised to give a broad implication of such a large scale establishment within what's considered a "slow town". • Marike Vreken: No, it's a Secondary node • SHM: Is this defined in the SDF? • Marike Vreken: No. • SHM: On Erf 4976, what is the status of the road? • Marike Vreken: It's a private road. • SHM: applicant advised to look specifically into the feasibility and desirability of the proposal. • SHM: What's the floor area? • Marike Vreken: The proposed checkers 800-1000m, the standard checkers is over 2000m, so this is a small size. • A traffic Impact Assessment will also be done.	
3.4	<u>Erf 3116, Knysna – Application for Administrative Penalty, Rezoning and Site Development Plan</u> <u>Discussion and Recommendations:</u> • Marike Vreken: the property is in welbedach, it's an established tourist accommodation. It was established in terms of the previous BNB policy, which was repealed. The guesthouse is known as Kanonkop. The owners wish to add additional suites. They were told they need to first legalise the existing guesthouse, then add two additional en suite rooms. The capacity is bigger than what is permissible, therefore the application is also to rezone to guest lodge. • SHM: that policy was there because the 1992 scheme did not speak to this type of use. • There are 8 existing rooms which exceed the six for a guest house. • Applicant advised to ensure compliance to the development parameters of a guest lodge, in line with the Zoning Scheme	KM Officials and Marike Vreken

	bylaw. Additionally, applicant must provide floor layouts for the rooms. • Marike Vreken: Yes. • SHM: What is the slope like? • Marike Vreken: It is steep, but not too much. • There is also a relaxation application for the building lines on the existing buildings.	
3.5	<u>Erf 564, Knysna – Application for Site Development Plan</u> <u>Discussion and Recommendations:</u> • Robert Walters: The subject property is proposed for commercial purposes, and will be rezoned to business zone. The property is about 2000m and has an existing building. The proposal will include apartments on the first floor, and commercial space on the existing building. The newly proposed building will also be commercial and first floor will be apartments. Second floor will also be apartments. • SHM: are you compliant in terms of the zoning scheme, in terms of coverage, building lines etc, as well as parking compliance? • Robert Walters: Yes. • SHM: On your site plan, the parking bays on the street are concerning. The bays are on the property, but might not be permissible. Applicant is advised to look at clause 45 of the zoning scheme to ensure access compliance. • Access may only be gained from inside the property, not from the street. A departure from this provision may be applied for as well, which the applicant must argue desirability for. • This application was at pre-application about a year ago. The previous design was more intense. • The zoning is business II, so no flats are allowed on the ground floor. The property is in the CBD, its relationship with the street is important. • For the SDP, applicant is advised to demonstrate compliance. • Robert Walters: The refuse room, is it allowed on the building line. • SHM: The applicant is advised to check on the zoning scheme under shop, if this is permissible. • It is. The waste management section will look at it and advise if its advisable to have it at that point.	KM Officials and Robert Walters

	• Robert Walters: Is the proposed configuration for motor bike parking acceptable? • SHM: The applicant is advised to look from chapter 8 and clause 48 for parking requirements.	
4.	The Chairperson closed the meeting.	

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