



Knysna

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KNYSNA MUNICIPALITY

PRE –APPLICATION MEETING

Minutes of meeting held on the

14 August 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) Raymond Talmaggies: Technical Services (KM) Pamela Legg Lukas Eugen Magnus Schiebe	
3.	Items for consideration <i>*Please note: Meeting minutes do not reflect verbatim discussions</i>	
3.1	<u>Rheenendal Portland, Portion 187 – Application for confirmation of exemption of the subdivision requirements in terms of Section</u>	KM Officials and Pamela Legg

24, Amendment of the approved access point on the site development plan, confirmation of compliance with environmental guidelines as per DFFE recommendations & Municipal roads /access approval for the new entrance

Discussion and Recommendations:

- **Pamela:** explained that she has been struggling for nine years to subdivide her property, primarily due to access challenges and neighbor complaints. The Department of Forestry identified two indigenous trees touching each other at the proposed entrance point, classifying the area as a forest, which complicates access approval. Pam has since amended the map and is awaiting comments from the Department of Forestry and Environmental. She indicated that the Department of Forestry suggested moving the entrance approximately 2,030m up the road to an open area. However, this option is financially and environmentally unfeasible, as it would require cutting down a quarter of the macadamia orchard. Pam emphasized that an entrance off Rheenadal Road is the most viable option as it provides better visibility and accessibility.
- **SHM:** clarified that the primary authority for access is the Provincial Roads Department, which has been heavily involved in the subdivision application. Subdivision approval has already been granted by the Provincial Roads Department, but it is subject to the Department of Forestry's approval. He noted that since the Department of Forestry has identified a forest at the current proposed access, the map must be amended. Pam is therefore required to await Forestry's outcome before proceeding further.
- **SHM:** advised that the municipality's role in the process is to issue a Compliance Certification and Transfer Certification once all conditions have been met. The applicant must wait for Forestry's comments before proceeding with the site development plan and portfolio of evidence.
- **Pamela:** raised concern about a possible negative outcome from the Department of Transportation.
- **SHM:** reassured Pam that the next step is to await the official outcome from the Department of Forestry before drawing any conclusions or proceeding with further applications.

3.2	<u>Erf 3502, Knysna – Application type to be confirmed in the meeting</u> <u>Discussion and Recommendations:</u> • Wade: explained that they purchased Guinea Fowl Lodge two months ago and are currently renovating it to include a restaurant. • Lukas: highlighted challenges with the seller and the real estate company during the purchasing process, noting that certain promises did not materialize. He stressed the need to confirm the property's zoning and legal status, having discovered that a change in the law should have triggered a zoning change. • Wade: stated that they checked the municipality's website and were advised to apply for <i>Residential Zone IV</i>, which is suitable for a bed and breakfast. • SHM: clarified the purpose of the meeting to discuss submission requirements for an application and emphasized the importance of seeking professional help. He advised the applicants to formally requesting a zoning certificate. • Wade: reiterated that the municipality's website reflected the zoning as <i>Residential Zone IV</i> and he confirmed this over the phone with the land use manager, Mr. Smit. • SHM: cautioned that a telephone conversation is insufficient and that only a zoning certificate provides reliable confirmation of zoning. • Lukas: noted that the lodge has signage from the main road, suggesting it has been acknowledged as a business for over 20 years. • SHM: clarified that road signage does not equate to legal land use approval, as different authorities are responsible for signage. • Lukas: acknowledged shortcomings in the handover process from the previous owners and recognized the need to resolve outstanding matters. • SHM: advised against attempting rezoning without professional assistance from a town planner. He explained that town planners play a crucial role in evaluating and defending applications in the public interest. Rezoning	KM Officials and Lukas Eugen Magnus Schiebe
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	applications involve extensive assessment by the municipality, guided by the zoning scheme by-law and planning by-law, as well as urban design, policy references, and statutory requirements, including public participation. • Lukas: confirmed their willingness to work with a town planner for future applications, noting their need to adapt to local processes after moving to Africa. • Lukas: asked about the possibility of obtaining authorization for a restaurant on the residential property, depending on the zoning certificate outcome. • SHM: explained that the outcome of the zoning certificate will determine the options available. He reiterated the need for professional guidance and outlined the process of consulting a town planner, submitting the necessary applications, and working through municipal procedures. • Wade: confirmed their intention to request a zoning certificate and engage a town planner. • SHM: provided contact details for the municipality where they could request a zoning certificate.	
4.	The Chairperson closed the meeting.	

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