



Collab. Ref.: 2856722

File Ref.: 543, Belv

S Sitinga

Tel: 044 302 6276

Knysna

Municipality Munisipaliteit uMasipala

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Via Electronic Mail

28 January 2026

BELVEDERE MANOR PTY LTD

169 Lower Duthie Drive

Belvedere Estate

Knysna

6571

Electronic Mail: finance@russelstone.co.za

Dear Sir/Madam

FIRST NOTICE OF NON-COMPLIANCE

**CONTRAVENTION OF SECTION 86(1) OF THE KNYSNA MUNICIPALITY
BY-LAW ON MUNICIPAL LAND USE PLANNING (2016), ERF 543,
BELVEDERE.**

1. This Municipality has reasonable grounds to suspect that you are guilty of the following offence(s) in terms of Section 86(1) of the Knysna Municipality By-Law on Municipal Land Use Management (2021) (the "Planning By-law");

86(1)(b) Utilising land in a manner other than prescribed by the zoning scheme without the approval of the Municipality.

2. Reasonable evidence suggests that an "office" is unlawfully operating from Erf 543, Belvedere, whereas the site is zoned "General Residential Zone V", thus in contravention of the Knysna Zoning Scheme By-Law (2020).

3. You are hereby instructed to:

- (a) Cease the unlawful land use, within 30 days of the date of this notice; or
- (b) Submit land use planning application(s) for the approval of the utilisation of the land in terms of Section 87(2)(b) of the Knysna Municipality: Spatial Planning and Land Use Management By-law within 30 days of receipt of the notice, however, this must not be construed as an indication that the application will be approved.

Please address all correspondence to the Municipal Manager and quote the above reference
P O Box 21 • Knysna • 6570 • Tel: 044 302 6300 • Fax: 044 302 6333 • E-mail: knysna@knysna.gov.za

4. You may object to this notice by submitting written representations to the Municipality within 30 days of receipt of the notice, in terms of Section 89(1) of the Knysna Municipality: Spatial Planning and Land Use Management By-law.
5. Kindly note that failure to comply with the above request may result in further action, legal or otherwise, being taken against you in terms of Section 90 of the Knysna Municipality: Spatial Planning and Land Use Management By-law.

Should you have any further queries on the above matter, kindly contact the case official, Miss S. Sitinga on ssitinga@knysna.gov.za or (044) 302-6276.

Yours faithfully,



JH SMIT
MANAGER: LAND USE MANAGEMENT
Delegation: P.151

CC: Rates Department