



Knysna

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TOWN PLANNING CHECKLIST REQUIRED FOR BUILDING PLAN APPLICATIONS

Please take note that, with effect from 1 October 2026, a completed Town Planning Checklist must be submitted together with all Building Plan applications lodged via the internet portal.

The Town Planning Checklist has been introduced primarily to assist applicants in confirming Town Planning compliance prior to submitting a Building Plan application. Applicants are encouraged to carefully complete the checklist and ensure that all applicable Town Planning requirements have been addressed before submission.

The purpose of this process is to help prevent unnecessary delays in the assessment of Building Plan applications and to reduce instances of non-compliance with Section 7 of the National Building Regulations and Standards Act, 1977 (Act No. 103 of 1977). Section 7 requires, amongst other matters, that relevant legislation and applicable requirements be complied with when considering a Building Plan application.

Applicants are therefore requested to ensure that the completed Town Planning Checklist is submitted together with their Building Plan application from 1 October 2026 onwards.

The Checklist is available on the municipal website under Documents and Forms on the Building Control page: <https://www.knysna.gov.za/do-business/planning-development/building-control/>

For further information, please contact Mr Shaun Madumbo at smadumbo@knysna.gov.za or contact 044 302 6268.

BOY NGUBO
ACTING MUNICIPAL MANAGER