

# MECCEMA-1 APPLICATION FOR APPROVAL OF BUILDING PLANS

**Date** .....

**Nature of proposal** .....

**Zoning** ..... **Height restriction** .....

**Erf No.** ..... **Village** .....

**Street Address** .....

**Registered Owner** .....

**Tel no** ..... **Fax** ..... **Cell no** .....

**Author of drawings** ..... **Signature** .....

**Tel no** ..... **Fax** ..... **Cell no** .....

SITE AREA .....  
 F.A.R. [ALLOWABLE] [0,35] .....  
 COVERAGE [ALLOWABLE][0,35%] .....

<b>EXISTING</b>	<b>AREA</b>	<b>FAR</b>	<b>COVERAGE</b>
Dwelling			
Garage			
Patios			
Entrance			
<b>Sub Total</b>			
<b>ADDITIONS</b>	<b>AREA</b>	<b>FAR</b>	<b>COVERAGE</b>
Dwelling			
Garage			
Patios			
Entrance			
<b>Sub Total</b>			
<b>TOTALS</b>			

F.A.R. [UTILIZED] [ ..... ]  
 COVERAGE [UTILISED] [ ..... ]

**BUILDING LINES**

FRONT [ROAD]	_____	m	_____	m	_____	m
SIDE	_____	m	_____	m	_____	m
REAR [GOLF COURSE]	_____	m	_____	m	_____	m
OTHER	_____	m	_____	m	_____	m
	_____	m	_____	m	_____	m

**SERVITUDES**

PROVIDE DETAILS IF APPLICABLE

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**NON USER SERVITUDES: [set back lines]**

PROVIDE DETAILS IF APPLICABLE

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**PARKING [indicate number to be provided]**

Garages	_____	Double	_____	Single
Carports	_____	Double	_____	Single
Visitors	_____	Bays	_____	

**BOUNDARY ENCLOSURES/POOL ENCLOSURES**

State where these will occur and provide drawings in plan and elevation to a min scale 1:100

MATERIAL TO BE USED: \_\_\_\_\_

FINISH: \_\_\_\_\_

COLOUR: \_\_\_\_\_

ACCESS GATE WIDTH FOR LANDSCAPE MACHINES \_\_\_\_\_ m

HEIGHT OF ENCLOSURE: \_\_\_\_\_

POSITION: \_\_\_\_\_

Does the boundary fence match any adjacent boundary enclosure?

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**LAUNDRY YARDS & LINES**

State if visible from road and what screening will take place

Brick walls are recommended to a height of 2.1m

POSITION \_\_\_\_\_

WALL TYPE \_\_\_\_\_

VISIBILITY [state] \_\_\_\_\_

**STORM WATER DRAINAGE**

Give brief details of proposed method of storm water controls

[to be shown on drawings]

Storm water drainage type

Where will the surface water flow to?

**DRIVEWAY**

Finish

Gates and Entrance features [drawings required]

**LANDSCAPING**

Trees: State if any exist and give details of size and species

Design: Submit a spare site plan for a structure plan followed by a landscape plan.

**LANDSCAPE ELEMENTS**

Give details of any elements proposed in the landscaping such as statues, fountains, birdbaths, gazebos, trellis work and childrens play structures.

**ADJACENT PROPERTIES/VIEWS AND PRIVACY**

[A] Will the proposed improvement obstruct any of the adjacent properties views?

[B] What consideration has been given to the adjacent property regarding views?

[C] Has the privacy of the adjacent dwelling or property been altered by the proposal?

[D] If the proposal is double storey does it affect the privacy of the adjacent dwelling?

[E] Does the proposal 'dwarf' the adjacent dwellings, if so indicate on the elevations the scale in difference of the dwellings and motivate how the impact of this is dealt with?

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**DETAILS OF DWELLING OR STRUCTURE**

**ROOF LINES**

Roof Material .....

Roof Colour .....

Fascia Material and Colour .....

Barges Material and Colour .....

Rainwater Goods .....

Roof Scape: Does the general roof scape conform to the mount Edgecombe style and does the roof compliment the structure and adjacent dwellings

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**ELEVATIONS**

Wall Materials .....

Wall Colours .....

Facebrick Plinth [Required on Golf Course II]???????

Elevation Form: Does the elevation conform the to the Mount Edgecombe Style

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**WINDOWS**

Window Material & Style .....

Window Colour .....

Window Positions: Do the window positions and style compliment the architectural style.

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Working Shutters

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**DOORS**

Door Material & Style .....

Door Colour .....

Door Positions: Do the door positions and style compliment the architectural style

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**TV RECEPTION DEVICE**

Provide details of TV reception device type and proposed position  
Record on plan and elevation

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**VERANDAHS**

Roof Materials  
Support Materials and Colour: [Give details on drawing]

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**DRAWINGS INCLUDED**

- |                              |           |
|------------------------------|-----------|
| I. Site plan                 | min 1:200 |
| [adjacent sites to be shown] |           |
| II. Floor plan               | min 1:200 |
| III. Elevations              | min 1:200 |
| IV. Sections                 | min 1:200 |
| V. Roof Plan                 | min 1:200 |
| VI. Landscape Plan           | min 1:200 |
| [spare copy of site plan]    |           |

*[for office use]*

**PLANNING & AESTHETICS COMMITTEE**

APPROVED DATE: \_\_\_\_\_

REFERRED DATE: \_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**SIGNED ARCHITECT/ARCHITECT TECHNICIAN**

**MECCEMA-1  
CHECKLIST**

<b>GENERAL</b>		<b>SECTIONS</b>	
Plans presentation acceptable		Wall foundations shown & dimensioned	
Plans signed by owner & author		Type of floor constr. Shown & described	
Title: Cadastral description provided		Show A.G./D.P.C. & D.P.M.(where applicable)	
Postal address provided		Roof constr. Detailed & described	
Full title of proposal provided		All construction materials specified	
Schedule of areas correctly provided		Show heights of balustrades - balcony & stairs	
application forms fully completed		Driveways section shown (see below)	
4 sets of plans all coloured (see note 1 below)		Sections through boundary, screen and retaining walls	
100mm border on right hand side		Show N.G.L. & F.G.L.	
Minimum lettering size 2mm - no stick-on or tippex corrections		Full sewer section - C.L.I.L. depth and gradients	
<b>SITE PLAN</b>		<b>ELEVATIONS</b>	
complete site plan with exist/proposed building/demolitions		All relevant elevations provided	
Site plan fully dimensioned & setting out shown		All finishes to elevations shown	
Corner Beacon levels/contours shown		Boundary/retaining wall elevations provided	
North Point shown		Provide finishes to boundary walls	
Driveway, footpaths & parking shown		All roof coverings specified	
All building lines shown & dimensioned		Openable window sections shown	
Existing & proposed sewer/storm water shown		Finished & natural ground levels shown	
Show cut and fill banks		Plumbing on all relevant elevations	
Floor level (bldg) in relation to road		Heights of screen walls shown	
Water meter size & position to be shown		<b>DRIVEWAY SECTION</b>	
Road & entrance levels to be shown		Road level, entrance level, width of verge, distance & gradients	
All street furniture to be shown			
<b>FLOOR PLANS</b>		<b>SWIMMING POOL</b>	
Proposed work & existing work clearly defined		Engineers appointment required	
All floors designated - Number of storeys		Drain to sewer via break pressure tank	
All rooms designated		Position of pump to be shown	
Rooms etc. fully dimensioned			
Well thickness shown (screen walls provided to washing drying areas and to outside toilet)			
Stairs fully dimensioned			
All shops/units numbered			
Designated bin area shown (roofed & rodent proofed)			
Proposed drainage & storm water shown			

