

## **Notice: Updated Requirements for Submissions**

Dear professionals, owners and competent persons

### **1. Checklist**

As per Notice No. 6, both Plans Examiners are working off a standardised checklist when scrutinising building applications. The list is always evolving as items get added (or removed) as and when new issues arise.

*Please Note: All items on the examiners' list are required by the National Building Regulations and Building Standards (Act 103 of 1977, as amended).*

Some items that have been added since its inception include:

- Resolution letter required for trusts, companies, etc.
- Drainage ducts to be of a practical size to allow the stack pipe with all connections and workspace for the installation and maintenance
- Each drainage system to have at least 1 open ventilation pipe, preferably at the head of the system/branch, and such vent to extend min 100mm above the roof level

### **2. XA calculation & implementation**

For each plan for which the implementation of the XA-regulations is required, there is an appointed competent person, whose tasks also includes signing-off the implementation of the XA regulations at the end of the building project. Unfortunately, in many cases these regulations are not implemented as the builder (or owner-builder) is not aware of what needs to be done.

As such, we now require all XA calculations and specifications to be included in the drawings that will be stamped and returned once approved – no separate A4's will be accepted.

### **3. Heritage**

As per the National Heritage Resources Act, all buildings that are older than 60 years, or fall within areas of significant heritage value, must be presented to the Heritage & Aesthetics Advisory Committee (facilitated by the Mossel Bay Municipality). The committee can help determine the age and heritage classification of the property before providing comment and/or a recommendation to Heritage Western Cape for the application of a permit. The permit must be obtained prior to approval of the building plan.

Though the Heritage & Aesthetics Advisory Committee can help, it remains the responsibility of the owner to confirm the age of the building, by looking at the original title deed and/or photographs.

*Any alterations, additions, renovations and landscaping (including maintenance that visually affects the building), new work or decorating to any property as mentioned above must be brought before the local Heritage & Aesthetics Advisory Committee for comment before application to Heritage Western Cape.*

If there is any uncertainty, please feel free to attend the Heritage & Aesthetics Advisory Committee meetings that take place every Wednesday at 09:00 on the third floor, Building Control offices, Montagu Place. Otherwise, contact Carina Wiggill of the Mossel Bay Heritage Society and member of the Heritage committee.

#### 4. Safety glass & glass balustrades

- a) As per the NBR and other Acts regulating glass and glazing installations, each pane of safety glass must be individually, permanently and visibly (after installation) marked as safety glass. If it is not marked, it will be considered plate-glass.
- b) Any building of more than 3 storeys or 10m high, requires a rational design by a competent person in glazing. As such an engineer's appointment (SANS form 2) is required.
- c) Simply referring to SANS 10400-N for the specification of safety glass will no longer be adequate, as in most instances neither the architect, installer, contractor or owner actually refers to the NBR.  
Each pane of glass in each window or door, that is required to be safety glass, must be marked as such on the elevations or window/door schedule, to eliminate this responsibility falling through the cracks.
- d) Duty 16, as signed for by the engineer, includes responsibility for handrails and glazing (refer also to SANS 10400-B). As such the engineer is responsible for signing off all balustrades – a barrier that protects against a fall of more than 1m - including glass balustrades, which is often overlooked as a specialist item. The Municipality requires that the engineer make special mention of glass balustrades on his appointment (SANS form 2).

For any further issues or queries, please contact:



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