

## **Minor works applications**

Dear professionals, owners & competent persons

Mossel Bay Municipality would like to clarify any uncertainty around which structures fall under minor building works. Please note that an application for minor building works is always required, and works cannot commence without approval thereof, as with a standard application.

### **1. Definition**

**"minor building work"**

as contemplated in [section 13](#) of the Act means –

- (a) the erection of any –
  - (i) poultry house not exceeding 10m<sup>2</sup> in area;
  - (ii) aviary not exceeding 20m<sup>2</sup> in area;
  - (iii) solid fuel store not exceeding 10m<sup>2</sup> in area and 2m in height;
  - (iv) tool shed not exceeding 10m<sup>2</sup> in area;
  - (v) child's playhouse not exceeding 5m<sup>2</sup> in area;
  - (vi) cycle shed not exceeding 5m<sup>2</sup> in area;
  - (vii) greenhouse not exceeding 15m<sup>2</sup> in area;
  - (viii) open-sided car, caravan or boat shelter or a carport where such shelter or carport does not exceed 40m<sup>2</sup> in area;
  - (ix) any free-standing wall constructed of masonry, concrete, steel, aluminium or timber or any wire fence where such wall or fence does not exceed 1,8m in height at any point above ground level and does not retain soil;
  - (x) any pergola;
  - (xi) private swimming pool;
  - (xii) change room, not exceeding 10m<sup>2</sup> in area, at a private swimming pool;
- (b) the replacement of a roof or part thereof with the same or similar material;
- (c) the conversion of a door into a window or a window into a door without increasing the width of the opening;
- (d) the making of an opening in a wall which does not affect the structural safety of the building concerned;
- (e) the partitioning or the enlarging of any room by the erection or demolition of an internal wall if such erection or demolition does not affect the structural safety of the building concerned;
- (f) the erection of any solar water heater not exceeding 6m<sup>2</sup> in area on any roof or 12m<sup>2</sup> when erected other than on any roof; and
- (g) the erection of any other building where the nature of the erection is such that in the opinion of the building control officer it is not necessary for the applicant to submit, with his application, plans prepared in full conformity with these regulations;

## **2. Requirements**

- 1) Minor works application form
- 2) 2x hardcopy sets of at least a site plan, indicating in red the proposed structure, including:
  - a. Erf boundaries and setbacks
  - b. All structures on the property
  - c. Proposed use/description
  - d. Dimensions
  - e. Position in relation to the erf boundaries
- 3) Copies of generic drawings for a boundary wall and/or fence and carports can be obtained and completed at the Building Control counter

The Municipality is at liberty to request additional information should this be deemed necessary.

Any of the above-mentioned structures must comply to the Town Planning Scheme setbacks, heights, sizes, etc. If not, a separate application must be made to Town Planning prior to the approval of the application.

## **3. General**

No structure or part of a structure may under any circumstances exceed the erf boundary

Thank you for your co-operation.