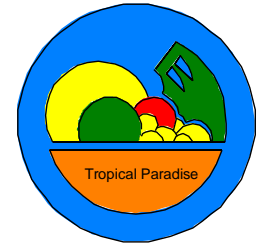




**GREATER TZANEEN MUNICIPALITY  
GROTER TZANEEN MUNISIPALITEIT  
MASIPALA WA TZANEEN  
MASEPALA WA TZANEEN**



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[www.greatertzaneen.gov.za](http://www.greatertzaneen.gov.za)

**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT  
OUTDOOR ADVERTISING**

**APPLICATION FORM: AN ADVERTISING SIGN**

Submit to:	2 <sup>nd</sup> Floor, Civic Centre Building 1 Agatha Street Tzaneen Tel No: (015) 307 8000/ 8032/8290
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**PLEASE COMPLETE CLEARLY**

**SECTION 1: APPLICANT DETAILS**

Applicant (Structure Owner): .....

Physical Address: .....

Postal Address: .....

Office No: .....

Email (1): .....

Email (2): .....

Contact person / Agent: .....

Physical Address of Agent: .....

Postal Address: .....

Office No: ..... Cell No(s):.....

Email (1): .....

Email (2): .....

**SECTION 2: PREVIOUS APPLICATIONS**

New or Renewal of Advertising sign .....

Has applicant applied to GTM before (Yes) ..... (No) .....

If Yes, Name of applicant/agent .....

Billboard size, location, date of approval (List all applications on a separate page if additional space required)

.....  
.....

**SECTION 3: LAND OWNER DETAILS**

	Greater Tzaneen Municipality
	Other State Organs: Provincial Department or National Department (proof of consent must be attached)
	Private land owner

Name & Surname .....

Postal Address .....

Physical Address .....

Contact person .....

Tel No: .....

Cell No: .....

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**SECTION 4: LOCALITY OF SIGN**

Road Reserve	Street name: ..... Adjacent to: ..... Near intersection of: ..... Suburb: .....
Private Property	Portion / Erf No: ..... Street name: ..... Suburb: ..... Zoning: .....
Other State organ	Portion / Erf No: ..... Street name: ..... Suburb: .....

\_\_\_\_\_  
**APPLICANT / AGENT SIGNATURE**

\_\_\_\_\_  
**DATE**

## SIGN INFORMATION

Type of advertising sign:							
Type of application				Non-Locality bound		Locality	
1. Council Ownership		2. Private property		3. Provincial Government		*Other (Specify)	
Dimension of the advertisement: Length				m			
Dimension of the advertisement: Width				m			
Area of advertisement:				M2			
No. of elevations (faces) of advertising sign:				Single		Double	Three-sided

Total area of advertisement (all sides):				m2			
Height of advertising sign:				m			
Clear Height:				m			
Distance to closest traffic signal:				m			
Distance to closest road traffic sign:				m			
Distance to closest similar advertising sign:				m			
Distance from sign-pole to the road reserve boundary from both boundaries				m		m	
Distance to nearest intersection / off ramp				m			
If along a Provincial / National road: Distance from road to closest edge of advertising sign:				m			
Class of road:				Class			
Speed limit of road & adjacent road:				Km/h			
Illuminated		No		If		Internally	
				Yes			
Is road / adjacent road illuminated				Yes		No	
Applicable Zoning of Property:							
Applicable Speed Consent Use:							
Distance to nearest area of maximum control (e.g. residential and Agricultural zoned property):				m			

\_\_\_\_\_  
**APPLICANT / AGENT SIGNATURE**

\_\_\_\_\_  
**DATE**

**FOR OFFICE USE ONLY**

Application Fee: <b>R500.00</b>	Inspection Fee <b>R100.00</b>
Council Reference Number.....	Date Received/Fees Paid .....
Council Receipt Number .....	Fees Paid .....

**To be completed by the Greater Tzaneen Municipality Outdoor Advertising Official.**

Signed at Greater Tzaneen Municipality on the ..... day of .....20.....

Name and Surname .....

Email: .....

Contact Number: .....

Signature .....

## CHECKLIST FOR APPLICATION FOR AN ADVERTISING SIGN

(All documentation submitted must be in size A4 format)

### DOCUMENTS TO BE FULLY SUBMITTED BY APPLICANT

1	Fully Completed Application form for each individual sign.
2	<b>Proof of Payment</b>
3	Locality plan indicating the locality of the sign position e.g. (township and main streets)
4	<b>Site plan</b> indicating all relevant dimensions and information – scale not less than 1:500 including a true bearing North position
5	<b>If in Road Reserve: Approved S.G. Diagram</b> of adjacent erf (for gantry both adjacent erven), indicating the sign position in the road reserve, showing the back and side dimensions to the boundaries of the nearest adjacent erf / erven
6	<b>Detailed drawings</b> of the advertising sign, indicating height and clear height; as well as dimensions of the advertisement (NB accompanied by an appointment certificate of competent person in terms of National Building Regulations, <b>Regulation A19 (form 2)</b> and Public Indemnity insurance.
7	<b>If the Advertising structure is erected</b> Form 4 (Certificate of completion of the structure, fire protection, or fire installation in terms of section 14 (2) (a) of the Act.
8	<b>Coloured artist impression / photo</b> with proposed sign superimposed thereon depicting the surrounding area as well as the position of existing signs
9	<b>Private Property: Town Planning Scheme Zoning certificate</b> <b>Road Reserve: Town Planning Scheme Zoning certificate</b> of adjacent erf / erven (gantry)
10	<b>Private Property: Title deed / Deed of Transfer</b>
11	<b>Private Property: Letter of Consent / Lease Agreement / Power of Attorney</b> from the Land Owner to the Structure Owner
12	<b>If within visual zone/visible (National and Provincial Roads)</b> A letter of Consent / Permission/ Power of Attorney from the Land Owner to the Structure Owner
13	<b>Road Reserve: Comments</b> of adjacent land owner(s)
14	<b>AIA / EIA</b> An Advertising Impact Assessment shall be required for the Gantry. Environmental Impact Assessment shall be required for any electronic Billboards

.....  
**APPLICANT / AGENT SIGNATURE**

.....  
**DATE**

Note: The Greater Tzaneen Municipality may request additional information to enable it to process the application.

Incomplete applications will not be accepted