

THE LA9 FORM OUTLINES THE DOCUMENTS TO BE SUBMITTED TO SUBMIT THE APPROVED GENERAL PLAN TO LEGAL ADMINISTRATION

After a General Plan has been approved by the Surveyor General Office, the approved plan needs to be submitted to Legal Administration in terms of Section 28(9) of the By-laws, as part of the pre-proclamation process. The Legal Administration unit needs to be circulate the newly approved General Plan to Corporate GIS (CGIS), for the cadastral information to be captured on the City’s Geographic Information System (GIS), street addresses to be allocated and for the Land Information System (LIS) to be updated. The General Plan is also circulated to City Power and in certain instances to the MOE’s where required. Along with the newly approved General Plan the draft Map 3 documents also need to be circulated to Land Use Management (LUM). To submit a newly approved General Plan and draft Map 3’s, the following is required:

LA9 – DOCUMENT SUBMISSION CHECKLIST		
DOCUMENT SUBMITTED	APPLICANT	LEGAL ADMIN
Cover letter	<input type="checkbox"/>	<input type="checkbox"/>
Approved General Plan	<input type="checkbox"/>	<input type="checkbox"/>
Draft Map 3 documents to be approved	<input type="checkbox"/>	<input type="checkbox"/>
Power of Attorney authorising attorney to act on behalf of the registered owner, if not already on the file.	<input type="checkbox"/>	<input type="checkbox"/>
Resolution of the company/partnership/joint owners/other legal entity, if applicable and if not already on the file.	<input type="checkbox"/>	<input type="checkbox"/>

LA9 - APPLICATION FORM:	
PROPERTY INFORMATION OF THE TOWNSHIP TO BE AMENDED:	
Township / Agricultural Holding / Farm	
Erf (Erven) / Plot(s) / Farm(s) No	
Council Reference Number:	
Application lapse date:	

I, being the **applicant** described herein, declare that the above information is correct.

SIGNATURE **DATE:**