



Midvaal Local Municipality
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PUBLIC NOTICE

DEVELOPMENT AND PLANNING

REVIEWED PROCESS TO CONSIDER BUILDING PLAN APPLICATIONS

The Municipality intends to shorten its Building Plan Evaluation time frames. The Web Portal (CitySolve) allows consultants to register with his/her unique username and password in order to submit applications, monitor the progress of current applications and communicate with Development & Planning Department via a messaging function on the portal. The portal has been in use and about 2900 applications have been submitted and evaluated on the system.

All applicants / consultants are hereby urged to please adhere and comply to the prescribed pre-requisites as listed in the registration phase via the web portal in order to assist the department to process building plan applications seamlessly without unnecessary delays. The pre-requisites were also reviewed for ease of reference and the applicants are expected to please upload documentation accordingly.

The most common repeated errors on building plan applications that prevent seamless processing of applications are as follow;

- Property not registered with the registrar of deeds
- Outstanding rates and taxes
- Fire Design drawings not submitted timeously
- Submission of registration letter instead of title deed
- Submission of building plans prior to addressing all Town Planning related matters; Consent Use, Rezoning, Removal of restrictive conditions, building line relaxation etc....
- Incorrect indication of municipal sewer lines and connection points including internal manhole
- Preparation of drawings/application without due diligence in relation to other departments' requirements.
- Not submitting the Dolomite stability report and Council for Geosciences peer review report.
- Comment from Building Control Section not fully addressed as per the evaluation report including incomplete documentation.
- Inadequate understanding of comment from Town Planning and the lack of inquiring with the town planners in order to rectify accordingly.

Building Control Section wishes to host a stakeholder engagement via teams in the near future, in order to further workshop the CitySolve system and processes with expected turnaround times for further enhancement and customer satisfaction.

Please visit the Midvaal Website via the following links to;

Access the City Solve User Manual,

[https://www.midvaal.gov.za/images/e-news/citysolve/iConsulting Pty Ltd CitySolveTM online app training.pdf](https://www.midvaal.gov.za/images/e-news/citysolve/iConsulting_Pty_Ltd_CitySolveTM_online_app_training.pdf)

Access the required documentation,

<https://www.midvaal.gov.za/index.php/applications/land-use-and-building>

Access the City Solve Portal to log-in or register as consultant,

<http://midvaal.citysolve.co.za/Login>

Alternatively, kindly send an email to dph_admin@midvaal.gov.za for inquiries and City Solve communication purposes.

Applicants / Consultants are required to ensure adherence to all requirements and speedily resolve of all outstanding matters to avoid returning/refusal of applications.

Thanking you in advance for your co-operation

Yours faithfully



D. CHAMBOKO
EXECUTIVE DIRECTOR
DEVELOPMENT AND PLANNING

20/04/2021
DATE