



City of Johannesburg
Department of Planning and Urban Management
Building Control: Outdoor Advertising

6th Floor A Block
Metropolitan Centre
158 Loveday Street
Braamfontein

PO Box 30733
Braamfontein
2017

Tel +27(0) 11 407 6360 (O)
Fax +27(0) 11 339 1244
E-mail: sonjap@joburg.org.za

www.joburg.org.za

GUIDELINES FOR APPLICATIONS FOR THE ERECTION OF CELLULAR TELEPHONE INFRASTRUCTURE WITHIN THE CITY OF JOHANNESBURG IN TERMS OF THE CELLULAR MAST POLICY FOR THE CITY OF JOHANNESBURG AS BEEN ADOPTED BY COUNCIL AT A COMMITTEE MEETING ON 14 DECEMBER 2001: ITEM 19.

In terms of the above-mentioned policy, all Cellular and Telecommunications mast applications shall be dealt with in terms of the National Building Standards Act and Regulations (NBR) and any other relevant other legislation/s applicable.

The following guidelines for an application in terms of the above are thus applicable:

Building Plan Approval / Final Approval

A formal Building Plan application in terms of the provisions of Section 7(1) of the National Building Regulations and Building Standards Act 103 of 1977 and the guidelines as set out in part (8) of the policy read with all relevant legislation or regulations must be submitted to:

Building Control (Outdoor Advertising)
6th Floor, A-Block,
Metropolitan Center.
Braamfontein

The following fees are payable from 01 July 2010 and shall accompany an application:

Application fee for the approval of a Cell /Telecommunication Mast: R 2 645.00

The application shall contain at least the following as a minimum requirement:

- Duly completed Standard Council application form
- Site plan with measurements
- Specifications of the mast (size, height, type, etc)
- Copy of the full Title Deed of the property with all conditions
- Formal zoning certificate
- Formal S.G. Diagram
- Lease agreement
- Owners consent
- Standard Council's Engineers obligation
- Letter of EIA Approval from GDARD in terms of the NEMA Regulations effective 01 July 2006

- ❑ Adjacent landowner, or any other landowner who in the opinion of the Building Control Officer might be affected by the application, shall be requested in writing to comment on the application within 21 days of being requested to do so in writing. **(See foot note)**
- ❑ In the event of the mast being erected on Council land i.e. road reserves, parks, municipal depots, written permission from the property owner as well as Johannesburg Property Company (Pty) Ltd.
- ❑ The application shall be referred to the relevant Ward Committee for comments. The relevant Ward Committee shall provide such comments within 21 days of such request.
- ❑ Right to require any other documents, maps, or information for any reason whatsoever

PROCEDURE FOR DEVIATION TO CELLULAR/ TELECOMMUNICATION MASTS IN THE CITY OF JOHANNESBURG

- A formal Building Plan application in terms of the provisions of Section 7(1) of the National Building Regulations and Building Standards Act 103 of 1977 and the guidelines as set out in part (8) of must be submitted for consideration.
- **Application fee of R 3 352.00 is payable (effective from 01 July 2010)**

The application shall contain at least the following as a minimum requirement

- ❖ Duly completed application form. (All amendments must be indicated on the application form)
- ❖ Site plan with measurements indicating amendment before & after if relevant.
- ❖ Specifications of the mast (size, height, type, etc) (Indicating the deviation were applicable)
- ❖ Written (updated in relation to amendment) consent of the landlord/property owner
- ❖ Photograph of existing Mast (In relation to approved position or type) as well as new Mast.
- ❖ Proof of previous approval. (Only stamped documents)
- ❖ Engineers appointment letter. (Updated in relation to amendment)
- ❖ Building line relaxation from relevant authority if relevant.
- ❖ Comments from relevant departments
- ❖ Letter of EIA Approval from GDARD in terms of the NEMA Regulations effective 01 July 2006 if relevant
- ❖ Adjacent landowner, or any other landowner who in the opinion of the Building Control Officer might be affected by the application, shall be requested in writing to comment on the application within 21 days of being requested to do so in writing. **(See foot note)**
- ❖ The application shall be referred to the relevant Ward Committee for comments. The relevant Ward Committee shall provide such comments within 21 days of such request.

PROCEDURE FOR SHARING OF CELLULAR/TELECOMMUNICATION MASTS IN THE CITY OF JOHANNESBURG

- A formal Building Plan application in terms of the provisions of Section 7(1) of the National Building Regulations and Building Standards Act 103 of 1977 and the guidelines as set out in part (8) of must be submitted for consideration.
- **Application fee of R 2 645.00 is payable (effective from 01 July 2010)**

The application shall contain at least the following as a minimum requirement:

- Building Plans
- Letter of Consent from the Provider
- Engineers Certificate - to clarify whether the existing mast is structural sound to carry an extra antenna
- Proof of Approval of the mast in place
- Photo of existing mast in place
- Adjacent landowner, or any other landowner who in the opinion of the Building Control Officer might be affected by the application, shall be requested in writing to comment on the application within 21 days of being requested to do so in writing. **(See foot note)**
- The application shall be referred to the relevant Ward Committee for comments. The relevant Ward Committee shall provide such comments within 21 days of such request.
- Letter of EIA Approval from GDARD in terms of the NEMA Regulations effective 01 July 2006

NB: In case where there is no previous approval, a complete new submission in terms of the Policy shall be required.

***The following information must also be supplied with Adjacent Landowners comments:**

- ❑ **A MAP OF THE AREA INDICATING ADJACENT LANDOWNERS WHO WERE NOTIFIED BY REGISTERED MAIL AND A CONFIRMATION INDICATING STAND NUMBERS NEXT TO THE EACH OWNER NOTIFIED.**
- ❑ **A PROTOTYPE COPY OF THE LETTER SEND TO THE ADJACENT OWNERS.**
- ❑ **NB:** Adjacent landowners available from Town Planning Department on the 8th Floor Registration Counter

BY ORDER

DEPUTY DIRECTOR: BUILDING CONTROL

(Procedure for cell mast)