

Our Ref: _____ District: _____ Your ref.: _____

APPLICATION FORM FOR APPROVAL OF BUSINESS ACCESS, FARM ACCESS AND REST AND SERVICE AREA ACCESS FROM PROVINCIAL ROADS: SECTION 44 AND 48 OF THE LIMPOPO ROADS AGENCY LIMITED AND PROVINCIAL ROADS ACT, ACT NO. 7 OF 1998

- (1) This application must be accompanied by an application fee of R3000.00
- (2) The Agency may refuse to consider the application if this form has not been completed properly or if the application fee has not been paid.
- (3) Applications must be submitted to the address determined in Provincial Gazette No. 1027 of 6 August 2004.
- (4) A separate application must be submitted for each access applied for. An application fee must be paid for each application in accordance with the determination by RAL from time to time.

Note: For payment of an application fee, you have to request RAL’s banking details and reference from RAL- Land Use Management unit.

SECTION A: GENERAL INFORMATION

- 1. Applicant’s full names:.....
 Postal Address:.....
 Tel./Fax/Email:
- 2. If the applicant is not registered owner of the property, give the name and address of the owner:

SECTION B: INFORMATION REGARDING THE ROAD

- 1. Road no:
- 2. Plan no:
- 3. Road reserve width:
- 4. Gravel/tar road:
- 5. Describe all access positions by referring to kilometer pole distances for:
 - a. All existing accesses to the above mentioned property:
 - b. Proposed access, kilometre points and GPS Coordinates (this application):

GENERAL INFORMATION ON APPLICATIONS

APPLICATIONS FOR WAYLEAVES (PIPELINES, POWERLINES, STRUCTURES, ETC); ACCESSES TO PROVINCIAL ROADS; ADVERTISING ON OR VISIBLE TO PROVINCIAL ROADS; CHANGE OF LAND USE (TOWNSHIP ESTABLISHMENT, SUBDIVISION OF LAND, REZONING, ETC); RELAXATION OF BUILDING LINE FROM PROVINCIAL ROADS; CLOSURE AND DEVIATION OF UNNUMBERED PUBLIC AND PROVINCIAL ROADS.

1. The applications should be addressed to:

Chief Executive Officer

The Roads Agency Limpopo SOC Ltd

Private Bag X 9554

Polokwane

0700

Email Address: landuse@ral.co.za

N.B. You are encouraged to forward your application/request to the above mentioned email address.

1. Hand delivered applications

Hand delivered for the above-mentions applications should be submitted during working hours (08H00 – 16H30) to:

Roads Agency Limpopo SOC Limited

26 Rabe Street

Polokwane

0699

2. Payment for application fee, approval and rental fee

Please take note that only applications for wayleaves, accesses to provincial roads, advertising on or visible to provincial roads, relaxation of building line from provincial roads; closure and deviation of unnumbered public and provincial roads should pay application fee per application.

Payment should be made to Roads Agency Limpopo SOC Limited as follows:

For payment of an application fee, you have to request RAL's banking details and reference from RAL- Land Use Management unit.

Please note:

- When making a bank deposit you will have to send a copy of the deposit slip as proof of payment.
- Once we receive payment and confirmation, we will begin processing your application.
- We only accept bank deposits from South African banks (no international transfers)

3. **For enquiry and correspondence**

- On applications and application fee, enquiry should be made with **Roads Agency Limpopo SOC Limited** as follows:

Land Use Management Unit

Tel: (015) 291 4236/9; 015 284 4600/45/79

- On contract, approval and rental fees for applications of advertisement signboards enquiry should be made as follows:

Revenue Generation Unit

Tel: (015) 291 4236/9; 015 284 4600

- On the applications for erection of tourism signboards (brown signs) within the road reserves of provincial roads, enquiry should be made as follows:

**Limpopo Department of Economic Development, Environment and Tourism
under Tourism, Planning and Development section**

Tel: 015 293 8381 / 015 293 8300

NB. The application forms including attachment documents shall become RAL's documents after submission and RAL is not responsible for any reprint/recopy of the above-mentioned documents after submission.

Furthermore, take note that from page 3 to 8 are not for submission but for your information.

PART 3**LETTER**

1. The purpose of the letter is to request approval for the access referring to all / any relevant documentation / correspondence and to state as concisely and clearly the case at hand.
2. If a consulting engineer is submitting the access, then it is imperative that the full name and postal address of the client / owner / developer who will be legally responsible for the said access, is stated in the letter.
3. The following points must be considered / mentioned
 - (i) Description of the access, stating property description and road number for which access approval is sought as well as nearest kilometer post.
 - (ii) Reference to any prior correspondence / approval, etc., and supporting documents where necessary.
 - (iii) Background information:
When will access be built, list of plans submitted, comments obtained from other consultants, etc.
 - (iv). Discussion of traffic counts (traffic feasibility study – where necessary) and services to be shifted, drainage / pavement design or any aspect of the design warranting specific explanation / motivation.
 - (v) Discussion / motivation of all features not in accordance with: Typical plans for Road Design – 1985 as amended.

PART 4 (i)

Four copies of all plans must be submitted (unless otherwise indicated) and folded to A 4 size.

Plans necessary to be submitted for the approval of an access are:

- | | | |
|-----|--------------------------|--|
| (a) | Locality plan | 1 : 50 000 (showing the area and surrounding roads) |
| (b) | Key plan | 1 : 5 000 (for urban areas)

1 : 10 000 (for rural areas) showing all junctions

(existing and proposed) within 700 metres either side of the proposed access. |
| (c) | Layout and drainage plan | 1 : 500 or 1 : 200. These plans may be |

	and relevant cross sections stormwater details, wing wall details, etc.	combined onto a single plan
(d)	Shifting of services plan	1 : 1 000. Can be incorporated into layout plan.
(e)	Road sign & marking plan	1 ; 1 000. Can be incorporated into layout plan
(f)	Longitudinal section of access road	+/- 100 metres.
	Provincial / District road	+/- 1 000 metres
(g)	Cross sections	
(h)	Pavement design	This information to be shown on a separate plan as a layout plan.
(i)	Structural plans	These plans pertain to, drainage structures, and must show all details, fully dimensioned and described, including the specifications.

