



**CITY OF JOHANNESBURG**

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A City of Johannesburg Press Statement by  
the MMC for Development Planning, *Cllr Lawrence Khoza*

## **Development Planning implement interim measures amid Covid-19 Lockdown**

14 May 2020

Release: Immediate

The Department of Development Planning, in its role to support essential services, has initiated measures to implement additional services that will be provided during the COVID-19 National Lockdown period.

This follows the announcement by the members of the National Command Council on 30 April 2020, wherein the resumption of various public works, civil engineering and construction works under Level 4 was permitted.

Member of the Mayoral Committee for Development Planning, Cllr Lawrence Khoza, said the Department was committed to providing its support towards the fight against COVID-19 where it is required.

“This pandemic has left us to adjust to a new world; and that does not happen overnight. The Department has been providing a number of services throughout the lockdown period, such as law enforcement. It has also given support, where necessary; and is continuously considering various options on how it can continue to provide its stakeholders with efficient services.

“We thank members of the public and industry for their patience as we try to get used to our new normal, and strive to work towards making business easy for everyone,” said MMC Khoza.

The COVID-19 pandemic has undoubtedly changed the way people around the world will live their lives and how they do business. The Department, therefore, understands the necessity of its services. Below is the range of services available with Development Planning under Level 4, as well as a contact list of officials relevant to these services (Annexure A).

### **Land Use Development Management**

#### **1. Submission of Land Use and Legal Admin applications**

As of **Monday, 01 June 2020**, the Department will accept applications electronically on:

Land Use Applications – [landuseapplications@joburg.org.za](mailto:landuseapplications@joburg.org.za)

Legal Admin Applications – [legaladminapplications@joburg.org.za](mailto:legaladminapplications@joburg.org.za)

Once the applications are assessed, an invoice will be issued to applicants, with details for an EFT payment. Applications are only registered once proof of payment is received. For enquiries, contact Ben Pretorius. Contact details available in Annexure A.

Additional supporting documents for Land Use Applications and Legal Administration will be done via email. Members of the public/applicants should refer to the City's planning website for further details on the submission process of applications electronically.

Details of the electronic submission of applications, referred to above, will be uploaded on the City's website upon finalisation by the Department, ahead of 01 June 2020.

## 2. Processing of applications

Applications that are currently in the system and are complete; i.e. do not require outstanding comments from municipal entities, State Departments and no public participation, will be processed and concluded.

## 3. Advertising of applications

All applications that require advertising for public participation will be pending and will only be advertised once lockdown levels allow for general public participation on planning matters.

## 4. Submission of objections

Objections to applications continue to be submitted to [ObjectionsPlanning@joburg.org.za](mailto:ObjectionsPlanning@joburg.org.za), but these need to be read alongside paragraph 3 above. Applications advertised during the lockdown and those that close under the lockdown will be extended by 28 days, once the lockdown is lifted.

## 5. Circulation of applications

Applications will be circulated internally electronically to the Municipal Owned Entities (MOEs) and Departments to allow staff from both MoE's and LUDM to access, in order to process applications and to provide comments. Circulation to the external departments will also be done via email.

## 6. Responding to enquiries and follow-ups on applications

Enquiries and follow-up on applications will be limited to email or telephone to the respective teams in the Department, as listed in Annexure A.

## 7. General communication with applicants

No face-to-face consultations; however, general communication will be conducted with officials via email or telephone.

## 8. Convening of Municipal Planning Tribunal (MPT)

MPT hearings will not be reconvened under Level 4 for all applications; unless on exceptional circumstances, **where necessary**, and **at the discretion of the City**, to consider applications that align with stipulations of Covid-19 essential municipal services. Such a tribunal hearing will then only be convened and conducted using media platforms, such as teleconferencing and videoconferencing, where *practically possible*.

In case officials mentioned in Annexure A are not available, please contact the Director, Nokuthula Thusi, on [NokuthulaT@joburg.org.za](mailto:NokuthulaT@joburg.org.za) or 083 702 3955.

## Building Development Management

The Building Development Management Directorate is only considering public works developments and emergency applications, in line with COVID-19 Level 4 Lockdown regulations. Public works developments include hospitals, clinics, etc. Emergency applications will be for all COVID-19 related works, including temporal structures and purpose made alterations. The approach is in two phases:

1. The Department has been processing emergency applications since the national lockdown was initiated, and will continue prioritising emergency applications. These are processed via the office of the Building Control Officer (BCO). Applicants are required to submit critical documents, i.e. Structural Engineers Certificate, Fire Certificate, Plumbing Certificate, and Glazing Certificate. Photographic evidence is also required. Once all requirements are met, the BCO will grant authority for construction to continue with the provision that building plans are submitted later. Building Inspectors are working from home and have been on standby throughout the lockdown to respond to emergency issues. They also conduct basic site inspections prior to the issuance of any temporary occupation certificate. For more details, contact the Deputy Director: BCO, Broderick Chiloane, using contact details list below.
2. The Directorate is finalising the opening of the Metrolink to allow for the submission of public works developments and emergency applications. This will be conducted under strict COVID-19 regulations. Members of the public should note that construction permitted under Level 4 is limited, and that correct procedures are meant to be followed. There will be adjustments to the procedures and types of building plans accepted during all lockdown levels, alongside the limited staff, as they are phased in.

Furthermore, staff working at Regional office will work on a rotational basis. Approved building plans can be collected at the Regional offices once the owner has been notified. Members of public without a mask will not be allowed inside the offices.

Regional Assistant Directors (Annexure A) may be contacted for all emergencies and contraventions.

For any further enquiries, please contact the Acting Director, Gcina Makhubu, on [GcinaMa@joburg.org.za](mailto:GcinaMa@joburg.org.za), or call 083 7024985.

### **Corporate Geo-Informatics**

All CGIS walk-in queries are suspended until further notice, however a range of electronic services are available. Contact details of officials available in Annexure A.

#### **1. Online Mapping Website**

This service has been available online throughout the lockdown period. All Online Mapping website related requests may be sent via email to Roxanne Parthab until the lockdown is lifted.

#### **2. Property Information Services**

Property Information Services e.g. ownership and property information queries continue to be available via e-mail. All electronic processing of data e.g. Deeds data is also continued, based on the availability of data from the Deeds Office. All processing of LIS related data to SAP is also continuing. Ownership queries and property status queries may be directed to the relevant listed officials. Please state property description (erf number, township name, etc.) in all communication. All walk in queries are suspended until further notice.

#### **3. e-Property Information Services**

All CGIS customer queries: [cgisCRM@joburg.org.za](mailto:cgisCRM@joburg.org.za)

For Surveyor General diagrams/plans, customers may go to <http://csg.dla.gov.za> or email [sgdatagp@dldr.gov.za](mailto:sgdatagp@dldr.gov.za).

#### **4. GIS Project Section: Digital data and digital mapping**

Digital Data and mapping requests can be sent via email to [cgisprojects@joburg.org.za](mailto:cgisprojects@joburg.org.za).

## **5. Cadastre, Zoning and Street Address capturing and requests**

Capturing continues with work from home arrangements. Queries restricted to emails and telephone. For Data Admin and Mapping, contact Vincent Mkhwanazi and Rianna Rossouw for Spatial information.

For any further enquiries, please contact the Director, Marcelle Hattingh, on [MarcelleH@joburg.org.za](mailto:MarcelleH@joburg.org.za), or call 082 467 9277.

### **Law-Enforcement Unit**

The Law-Enforcement Unit, identified as an essential service, has continued throughout the lockdown. The directorate has managed to attend to complaints; conducted investigations, both desktop and on site; attended to litigation queries; and coordinated a building demolition.

Since the declaration of Level 4 lockdown, the directorate has put in place measures to continue providing relevant services to communities on a rotational basis. Senior Law Enforcement Officers will be available to conduct respective compliance inspections while working from home. Members of the community are therefore encouraged to report any built environment contravention using the dedicated email address: [ComplaintsPLE@joburg.org.za](mailto:ComplaintsPLE@joburg.org.za), or alternatively contact the relevant operational manager in the annexure below.

For any further enquiries, please contact the Director, Mpho Molongoana, on [MphoMolon@joburg.org.za](mailto:MphoMolon@joburg.org.za), or call 083 702 7002.

### **City Transformation and Spatial Planning**

The Directorate is responsible for the co-creation and implementation of urban policies that guide investment in the City. The implementation of these policies requires the Directorate to engage with external stakeholders from time to time. The services offered by City Transformation and Spatial Planning to the general public and other clients remain open during all levels of lockdown. No face-to-face consultations are permitted – all meetings can take place on Microsoft Teams. Queries relating to planning policies in the City can be directed to officials indicated in the annexure, below.

For any further enquiries, please contact the Director, Eric Raboshakga, on [EricR@joburg.org.za](mailto:EricR@joburg.org.za), or call 0814727889.

### **Media enquiries**

#### **Poppy Louw**

Stakeholder Manager: MMC for Development Planning

[poppyl@joburg.org.za](mailto:poppyl@joburg.org.za)

081 235 4999

## ANNEXURE A

### General communication with public

General communication with applicants will be via email or telephone. A contact list with the relevant managers is attached. As the staff gradually returns to work, further details on communication will be announced.

Directorate / Unit	Name	Designation	Contact No.	Email Address	Region / Planning Areas
<b>LAND USE DEVELOPMENT MANAGEMENT DIRECTORATE</b>					
	Nokuthula Thusi	Director	083 702 3955	<a href="mailto:NokuthulaT@joburg.org.za">NokuthulaT@joburg.org.za</a>	N/A
<b>Land Use Management</b>	Gina Zanti	Deputy Director: Land Use Management	082 559 3735	<a href="mailto:GinaZ@joburg.org.za">GinaZ@joburg.org.za</a>	N/A
	Ben Pretorius	Manager: Registration	082 559 3738	<a href="mailto:BenP@joburg.org.za">BenP@joburg.org.za</a>	N/A
	Lee -Anne Mckenzie	Operational Manager Circulation	N/A	<a href="mailto:Lee-annem@joburg.org.za">Lee-annem@joburg.org.za</a>	N/A
	Zain Ally	Assistant Director: Land Use Management	0827734757	<a href="mailto:ZainA@joburg.org.za">ZainA@joburg.org.za</a>	Regions A and E areas such as Sandton, Midrand , Fourways, Rivonia, Lonehill, Bluehills, Waterfall
	Piet Conchar	Assistant Director: Land Use Management	0825593708	<a href="mailto:PietCon@joburg.org.za">PietCon@joburg.org.za</a>	Regions C, D and G areas such as Roodepoort, Soweto, Lenasia, Orange Farm, Joburg South, Ennerdale
	Marietjie Reinecke	Assistant Director: Land Use Management	0824175705	<a href="mailto:MarietjieR@joburg.org.za">MarietjieR@joburg.org.za</a>	Region F and parts of Region E areas such as inner City, Alexandra, Cyrildene, Orange Grove, Llnbro Park, Houghton Estate
	Julius Sello	Assistant Director: Land Use Management	0832621878	<a href="mailto:JuliusS@joburg.org.za">JuliusS@joburg.org.za</a>	Region B and parts of Regions F and C

Directorate / Unit	Name	Designation	Contact No.	Email Address	Region / Planning Areas
					areas such as Randburg, Rosebank, Emmarentia, Industria, Cosmo City
<b>Legal Administration</b>	Hector Makhubo	Deputy Director Legal Administration	0606717436	<a href="mailto:HectorMa@joburg.org.za">HectorMa@joburg.org.za</a>	N/A
	Emily Mzimela	Manager: Legal Administration	0732783635	<a href="mailto:EmilyMz@joburg.org.za">EmilyMz@joburg.org.za</a>	N/A
	Elize de Wet	Manager: Legal Administration	0825593718	<a href="mailto:ElizeD@joburg.org.za">ElizeD@joburg.org.za</a>	N/A
	Dorothy Ngwenya	Manager: Legal Administration	0815597377	<a href="mailto:DorothyR@joburg.org.za">DorothyR@joburg.org.za</a>	N/A
	Koekie Scheffer	Manager: Legal Administration	0732782186	<a href="mailto:KoekieS@joburg.org.za">KoekieS@joburg.org.za</a>	N/A
	Bandile Zungu	Assistant Director Technical Implementation (Bulk Contributions)	0832647122	<a href="mailto:BandileZ@joburg.org.za">BandileZ@joburg.org.za</a>	N/A
	Thabo Underman	Senior Manager Planning Committee and Registration	0658878524	<a href="mailto:ThaboU@joburg.org.za">ThaboU@joburg.org.za</a>	N/A
<b>BUILDING DEVELOPMENT MANAGEMENT DIRECTORATE</b>					
	Gcina Makhubo	Acting Director	083 7024985	<a href="mailto:GcinaMa@joburg.org.za">GcinaMa@joburg.org.za</a>	N/A
<b>BUILDING PLANS SUBMISSIONS</b>	Sanjay Khadua	Assistant Director: Building Plans Submissions	082 559 3714	<a href="mailto:SanjayK@joburg.org.za">SanjayK@joburg.org.za</a>	N/A
<b>BUILDING PLANS EXAMINATIONS</b>	Heather Trumbel	Assistant Director: Building Plans Examinations	065 831 0492	<a href="mailto:HeatherTru@joburg.org.za">HeatherTru@joburg.org.za</a>	N/A

Directorate / Unit	Name	Designation	Contact No.	Email Address	Region / Planning Areas
<b>OUTDOOR ADVERTISING</b>	Samuel Maluleka	Assistant Director: Outdoor Advertising	083 702 7261	<a href="mailto:SamuelMalu@joburg.org.za">SamuelMalu@joburg.org.za</a>	N/A
<b>HISTORICAL PLANS/ ARCHIVES</b>	Patrick Kgabe	Ops Manager: Historical Plans/ Archives	083 702 7689	<a href="mailto:KgolokoPatrickK@joburg.org.za">KgolokoPatrickK@joburg.org.za</a>	N/A
<b>REGIONAL ASSISTANT DIRECTORS</b>	Brian Mkhize:	Acting Assistant Directors NBR: Building Regulations	067 011 5499	<a href="mailto:NkululekoMkh@joburg.org.za">NkululekoMkh@joburg.org.za</a>	REGION A & E
	Sanele Ndumela:	Assistant Directors NBR: Building Regulations	083 702 9728	<a href="mailto:SaneleN@joburg.org.za">SaneleN@joburg.org.za</a>	REGION B & C
	Jonas Malatji:	Assistant Directors NBR: Building Regulations	071 353 7749	<a href="mailto:MothompiM@joburg.org.za">MothompiM@joburg.org.za</a>	REGION D & G
	Sydney Shai:	Assistant Directors NBR: Building Regulations	083 703 6313	<a href="mailto:SydneyS@joburg.org.za">SydneyS@joburg.org.za</a>	REGION F
<b>BCO</b>	Broderick Chiloane	Assistant Directors NBR: Building Regulations	083 702 6830	<a href="mailto:MarupingC@joburg.org.za">MarupingC@joburg.org.za</a>	N/A
<b>CORPORATE GEO-INFORMATICS DIRECTORATE</b>					
	Marcelle Hattingh	Director: Corporate Geo-Informatics	082 467 9277	<a href="mailto:MarcelleH@joburg.org.za">MarcelleH@joburg.org.za</a>	N/A
<b>ONLINE MAPPING WEBSITE</b>	Roxanne Parthab	GIS Specialist	N/A	<a href="mailto:roxanep@joburg.org.za">roxanep@joburg.org.za</a> during lockdown period <a href="mailto:ims@joburg.org.za">ims@joburg.org.za</a> after lockdown has been lifted	N/A
	Etienne Erasmus	Deputy Director: System Administration & Development	083 287 4490	<a href="mailto:etiennee@joburg.org.za">etiennee@joburg.org.za</a>	N/A
<b>PROPERTY INFORMATION SERVICES</b>	Maretha Van Wyk	Deputy Director: Property Information Systems	082 304 2839	<a href="mailto:rethav@joburg.org.za">rethav@joburg.org.za</a>	N/A
	Colin Drake	GIS Specialist	N/A	<a href="mailto:collind@joburg.org.za">collind@joburg.org.za</a>	N/A
	Bilquis Amod	GIS Specialist	N/A	<a href="mailto:bilquisa@joburg.org.za">bilquisa@joburg.org.za</a>	N/A

Directorate / Unit	Name	Designation	Contact No.	Email Address	Region / Planning Areas
<b>E-PROPERTY INFORMATION SERVICES</b>	Sandy Nyembe	Operational manager	072 63112388	-Property subscribed clients: <a href="mailto:cqisfax@joburg.org.za">cqisfax@joburg.org.za</a> after lockdown has been lifted	N/A
	Lerato Mahonga	Operational manager	082 3042850	For Surveyor General diagrams customers may go to <a href="http://csg.dla.gov.za">http://csg.dla.gov.za</a> or email <a href="mailto:sgdatapp@dldlr.gov.za">sgdatapp@dldlr.gov.za</a>	
	Lesley Adams	Deputy Director: Projects & Customer Services	082 376 5095	All CGIS customer queries: <a href="mailto:cqisCRM@joburg.org.za">cqisCRM@joburg.org.za</a>	N/A
<b>GIS PROJECTS SECTION: DIGITAL DATA AND DIGITAL MAPPING</b>	Justice Mudau	Manager Projects section	0822169855	<a href="mailto:cqisprojects@joburg.org.za">cqisprojects@joburg.org.za</a>	N/A
	Lesley Adams	Deputy Director: GIS Projects & Customer Services	082 376 5095	All CGIS customer queries: <a href="mailto:cqisCRM@joburg.org.za">cqisCRM@joburg.org.za</a>	N/A
<b>CADASTRE, ZONING AND STREET ADDRESS CAPTURING AND REQUESTS</b>	Vincent Mkhwanazi	Deputy Director: Data Admin & Mapping	072 330 4124	<a href="mailto:vincentmk@joburg.org.za">vincentmk@joburg.org.za</a>	N/A
	Rianna Rossouw	Manager Spatial Information	082 304 2845	<a href="mailto:rossouw@joburg.org.za">rossouw@joburg.org.za</a>	N/A
	Petros Hlengwa	Manager Zoning	076 410 6871	<a href="mailto:petrosh@joburg.org.za">petrosh@joburg.org.za</a>	N/A
		Acting Manager: Street Addresses		<a href="mailto:address@joburg.org.za">address@joburg.org.za</a>	N/A
<b>SINGLE LAW-ENFORCEMENT</b>					
<b>BUILT ENVIRONMENT CONTRAVENTIONS AND COMPLAINTS</b>	Mpho Molongoana	Director	083 702 7002	<a href="mailto:mphomolon@joburg.org.za">mphomolon@joburg.org.za</a>	N/A
	Tempele Theo	Assistant Director	0614140420	<a href="mailto:theo@joburg.org.za">theo@joburg.org.za</a>	N/A
	Jack Sekgobela	Ops Manager: Complaints and Stakeholder Management Unit	0814434609	<a href="mailto:jackse@joburg.org.za">jackse@joburg.org.za</a>	N/A
	Simon Matji	Ops Manager	0714347563	<a href="mailto:MatsokuM@joburg.org.za">MatsokuM@joburg.org.za</a>	Region A & E
	Joseph Geduld	Ops Manager	0828240671	<a href="mailto:josephg@joburg.org.za">josephg@joburg.org.za</a>	Region B



Directorate / Unit	Name	Designation	Contact No.	Email Address	Region / Planning Areas
	Keabetswe Ditshego	Ops Manager	0658852991	<a href="mailto:keabetsweD@joburg.org.za">keabetsweD@joburg.org.za</a>	REGION C
	Mack Ndevu	Ops Manager	0825593740	<a href="mailto:MackN@joburg.org.za">MackN@joburg.org.za</a>	REGION D & G
	Owen Mda	Ops Manager	082 8240693	<a href="mailto:OwenM@joburg.org.za">OwenM@joburg.org.za</a>	REGION F
	Sipho Mokino	Ops Manager	0832623341	<a href="mailto:siphomo@joburg.org.za">siphomo@joburg.org.za</a>	Municipal Courts Unit
<b>CITY TRANSFORMATION DIRECTORATE</b>					
<b>RESPONDING TO QUERIES RELATED TO PLANNING POLICIES IN THE CITY</b>	Eric Raboshakga	Director	081 4727889	<a href="mailto:EricR@joburg.org.za">EricR@joburg.org.za</a>	N/A
	Mosima Maake	Director	083 702 4139	<a href="mailto:MosimaMaa@joburg.org.za">MosimaMaa@joburg.org.za</a>	Region A & B
	Nkosinathi Matuludi	Assistant Director	060 568 8177	<a href="mailto:LedimaM@joburg.org.za">LedimaM@joburg.org.za</a>	Region C & F
	Liana Strydom	Assistant Director	082 555 0618	<a href="mailto:LianaS@joburg.org.za">LianaS@joburg.org.za</a>	Region D, E & G