



1. **Directorate: Urban Mobility**

Department: Roads Infrastructure Management

Approval without any conditions: Services Not Affected

The wayleave application is approved by the City of Cape Town Roads Infrastructure Management Department without any conditions.

OR

Approval with conditions: Services Affected

This wayleave is valid for twelve (12) months from the date of this letter. After expiry, a new application must be submitted via the electronic Wayleave Management System. New application fees will be applicable.

We refer to your wayleave application with application number as per the first page of this Wayleave Approval Pack.

Copies of our drawing, indicating the stormwater infrastructure for the above mentioned project have been uploaded in the **Documents Upload** tab of the electronic Wayleave Management System.

Please note that the approximate position of the major services is indicated on the drawings and the exact location and depth of each service must be verified on site. It is the applicant's sole responsibility to ascertain each service on site and council will not be held liable for any information provided in good faith.

Your wayleave application is approved, subject to the following:

1.1 General Conditions

1.1.1. Administration fee and Security Deposits

Payment of the necessary administration fee, refundable deposit and non-refundable payment and/or penalty, (if applicable) must be made prior to the issuing of any wayleave/permit-to-work. Such payment shall be in terms of the latest approved **Council Tariffs** and in line with the conditions as set out in the latest version of the City's "Wayleave Process and Standards for the Installation of Services in Road Reserves" document.

1.1.2. Permit

No excavation or any works within the road reserve / public right of way will be allowed without a duly authorised permit-to-work.

A permit-to-work application is to be submitted via the electronic Wayleave Management System as per instructions in email notifications. See the **User Guide** and **Contact List** in the **Document Repository** (menu tab) for more information or queries.

Failure to adhere to the above will result in the immediate suspension of all construction works.

1.1.3. Inspections

On completion of the works a duly authorised representative from this office (**Contact List** in the **Document Repository**) must be contacted to undertake a final site inspection and confirm that work was performed in accordance with the approved wayleave and permit-to-work, and that any damage to infrastructure has been corrected to Council's



satisfaction. Failure to do so will result in seizure of current works, suspension of any existing permits and revoking of access to the electronic Wayleave Management System.

1.1.4. General

Please note that:

- a) Approval is subject to compliance of all conditions as set out in the latest version of the City's "Wayleave process and Standards for the Installation of services in the Road Reserves". This document can be found in the **Document Repository** of the main menu of the electronic Wayleave Management System.
- b) The applicant must comply with all necessary requirements in terms of Health & Safety and Environmental Authorizations.
- c) On acceptance of this, the Permit Holder or their workers indemnify Council for any third party claim which may result directly or indirectly from construction related activities for these works.
- d) The Permit Holder / Service Owner will be responsible for the maintenance of their infrastructure in the public road reserve and any third party claim that may result from the presence of such infrastructure.
- e) The City reserves the right to impose a tariff charge in respect of the use of City land for the installation of telecommunications infrastructure.
- f) This Department must be contacted prior to any deviation from this approval. Please contact the relevant City of Cape Town RIM Official – see **Contact List**. The Contact List can also be found in the **Document Repository** of the main menu of the electronic Wayleave Management System.
- g) Should these services (or part thereof) in future have to be relocated, for whatever reason as determined by the City of Cape Town, then these service owners will immediately do so at no cost to the City of Cape Town.
- h) The Contractor must ensure that a copy of the respective wayleave approval and plans and / or permit-to-work are available on site before construction commences.
- i) Protection of stormwater services near the proposed work will be the responsibility of the applicant. Any damage to any services must be reported immediately at the **Technical Info Centre (0800 65 64 63)**. The applicant will be responsible for the full costs of the repairs.
- j) Public Relations: Temporary or Partial Closure of Roads, Footways and Verges must comply with the Road Closure Policy.
- k) Suitable toilet facilities are to be provided on site to all workers.

Yours faithfully

Name Surname

Designation

For the **DIRECTOR: Roads Infrastructure Management**

City of Cape Town



2. Directorate: Water and Sanitation

Department: Distribution Services - Reticulation

Approval without any conditions: Services Not Affected

The wayleave application is approved by the City of Cape Town Water and Sanitation: Distribution Services Department – Reticulation without any conditions.

OR

Approval with conditions: Services Affected

The wayleave application is approved by City of Cape Town Water and Sanitation: Distribution Services Department – Reticulation subject to the following **Conditions**.

Work as described in your application may be undertaken, subject to the General Conditions and Required Procedures listed below:

2.1 General Conditions

- 2.1.1 Attached hereto, please find a copy of our plan, showing existing Water and Sanitation services. The actual location of these services may not be exactly as indicated and the applicant will be responsible for locating all other affected services as well as all property connections. The plan has been uploaded in the **Documents Upload** tab of the electronic Wayleave Management System.
- 2.1.2 Wayleave approvals must also be obtained from other City of Cape Town Line departments and external Service Providers.
- 2.1.3 No drilling will be permitted in the vicinity of existing water & sanitation services without the submission of a comprehensive drilling plan for approval, prior to construction.
- 2.1.4 No new construction or digging of trial holes preceding construction work is permitted without prior consultation with the relevant Water & Sanitation officials.
- 2.1.5 The relevant Water and Sanitation officials should be contacted to assist with locating existing services, prior to commencement of activities on site by making use of the relevant **Contact List**. The Contact List can also be found in the **Document Repository** of the main menu of the electronic Wayleave Management System.
- 2.1.6 Locating the underground Water and Sanitation services must be done by utilising hand excavation only.
- 2.1.7 The applicant is required to apply for a Permit to Work at least 2 weeks before commencement of work on site.
- 2.1.8 All disturbed surfaces to be reinstated to the satisfaction of the Director: Water & Sanitation immediately upon completion of the work, to a standard equal to what existed prior to the commencement of work (photographs to be taken prior to commencement of work).
- 2.1.9 The use of trenchless technology is to be considered in all cases. Open trenching in roadways will only be permitted should the use of trenchless technology not be possible due to the physical conditions of the particular work site. Permission in



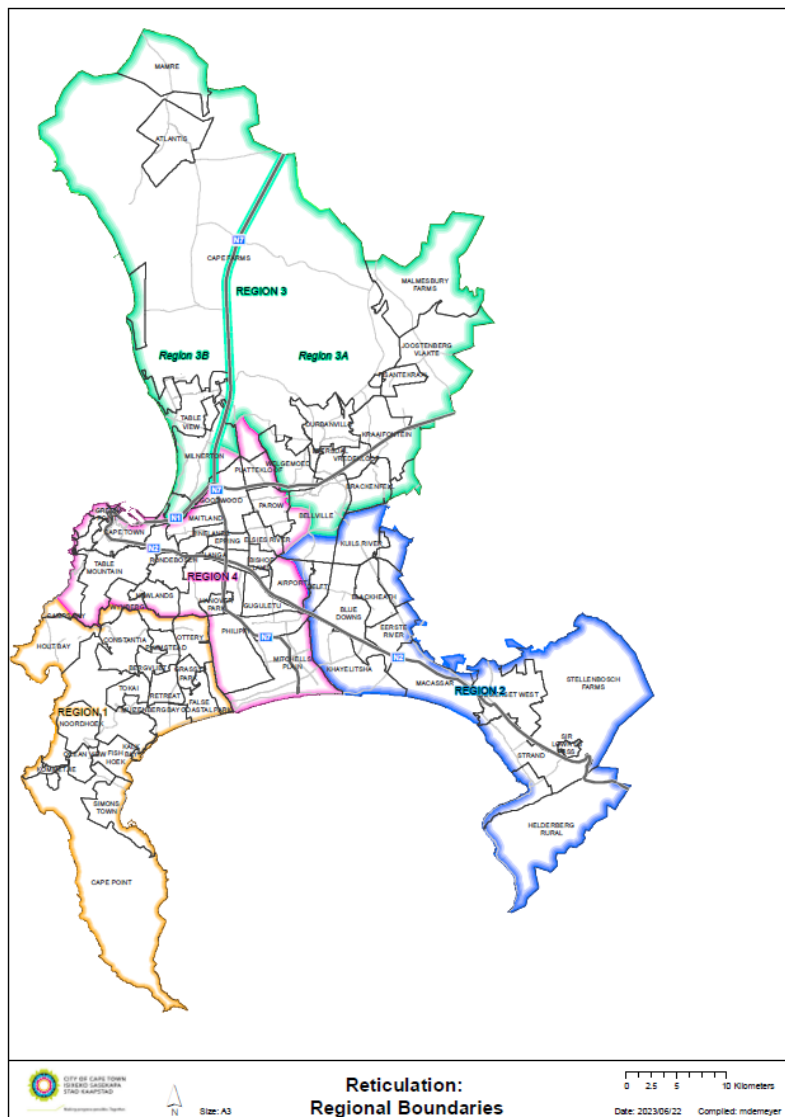
writing is to be obtained from the Road Infrastructure Management Department, prior to any trenching in roadways.

- 2.1.10 The Water & Sanitation Directorate and its employees are indemnified against any claims in respect of any loss, damage or injury which may be suffered as a result of work carried out by yourselves in respect of this project. All works to be carried out in accordance with the Occupational Health and Safety Act, 85 of 1993.
- 2.1.11 Necessary steps to be taken to ensure the safety of the public and traffic, such as cordoning off the site with strong safety netting and clear, non-confusing warning and danger signs must be placed where necessary. The excavations are to be monitored and maintained on an on-going basis, but particularly during periods of heavy rains and strong winds.
- 2.1.12 All measures to be taken not to damage, endanger or interfere with any municipal underground services, and should accidental damage to these services be incurred, such damage shall be reported immediately. The cost of repairs will be for the account of the contractor on site (Permit holder).
- 2.1.13 No water main or foul sewer or drain may be penetrated or diverted without the prior permission obtained from the Water and Sanitation Directorate.
- 2.1.14 No service to be installed closer than 1 m to any water or sewer service, except for crossing the services, which must be done at 90° angles.
- 2.1.15 Mechanical plant may not be used within 3 m from any water or sewer services without permission and supervision by the Water & Sanitation Directorate.
- 2.1.16 Only static rollers may be used for compaction of trenches and across any of the underground water or sewer services.
- 2.1.17 Blasting operations (use of explosives) may only be undertaken with written permission from the local authority and in accordance with such conditions as may be determined by the local authority.
- 2.1.18 No construction materials or spoil may be placed in the roadway or the side drains.
- 2.1.19 No structures are to be erected directly over or installed below any underground water sewer services.
- 2.1.20 Trial holes (such as may be required for geotechnical investigations) will not be permitted directly above any water or sewer service – trial holes are to be at least 1 m away from any underground service.
- 2.1.21 The residents / occupiers of the various properties must be granted vehicular access to and from their properties between 16:00 in the afternoon and 9:00 in the mornings.
- 2.1.22 There may be no littering in the streets or on private properties. The construction workers are to be provided with proper facilities, e.g. bins, toilets and water. The contractor is advised to apply for a metered stand-pipe.
- 2.1.23 No construction work, inclusive of trenching or drilling will be permitted afterhours, public holidays and weekends, unless the wayleave application specifically permits it.
- 2.1.24 If construction work is required outside of normal working hours (afterhours/public holidays/weekends), a motivation is to be submitted and if approved, special consent will be granted, in writing.
- 2.1.25 Any deviations from the above requirements/conditions need to be discussed and, if agreed to, special consent will be granted in writing.



- 2.1.26 The contractor/workers on site must at all times be in possession of a copy of the wayleave and service drawings. Failure to do so shall result in the Contractor/Service Provider being prohibited from continuing work until the records are produced
- 2.1.27 **Annexure A** - Procedure to be adopted prior to and during construction works in the vicinity of water and sewer services to be read in conjunction with any **General Conditions** stipulated above. This document is to be found in the **Document Repository** in the main menu electronic Wayleave Management System.
- 2.1.28 The Water and Sanitation Department reserves the right to alter or add any further conditions that may be deemed necessary to protect the water and sanitation infrastructure.

The permission hereby granted is valid for six (6) months from date of signature. A new application will be required if work is not completed before expiry of this wayleave.





3. Directorate: Water and Sanitation

Department: Distribution Services - Bulk Water

Approval without any conditions: Services Not Affected

The wayleave application is approved by the City of Cape Town Water and Sanitation: Distribution Services Department – Bulk Water without any conditions.

OR

Approval with conditions: Services Affected

The wayleave application is approved by City of Cape Town Water and Sanitation: Distribution Services Department – Bulk Water subject to the following **Conditions**.

A section or multiple sections of the proposed project are in the vicinity bulk water infrastructure, which is owned, operated and maintained by the City of Cape Town's Bulk Water Branch.

The position of the bulk water pipeline is shown as per drawings – see attached in the **Documents Upload** tab of the electronic Wayleave Management System.

Digital copies of the GIS image as well as the as-built drawing are included – see attached in the **Documents Upload** tab.

The drawings and documents as submitted by the applicant have been reviewed, and **a wayleave to conduct work in the vicinity of bulk water infrastructure is granted strictly subject to the following General Conditions. Please note that Special Conditions may apply.**

3.1 General Conditions

Cognisance shall be taken of the bulk water pipeline and its appurtenance (i.e. related chambers) throughout the planning, design and construction processes as no changes to the bulk water pipeline infrastructure will be considered.

It must be noted that the above mentioned bulk water pipeline is of strategic importance to the City of Cape Town and forms an intricate part of the City's integrated Bulk Water supply system. Due to its strategic importance, no disruption can be entertained.

Following acceptance of the design in the vicinity of the bulk water pipeline, the contractor shall apply to the Bulk Water Branch for a wayleave to work in the vicinity of the bulk water pipeline at least two weeks prior to commencing work on site. No construction may take place without a Bulk Water Branch wayleave.

- 3.1.1 Before commencing any excavations, the position of the bulk water pipeline shall be first determined with the assistance of Mr. Rupert Lekay (021 444 8711 or 073 071 0096) he shall be contacted at least 48 hours in advance in order that supervision by Bulk Water Branch personnel can be arranged during work in the vicinity of the bulk water pipeline.
- 3.1.2 No services (cables etc.) shall be laid or structures (poles, junction boxes etc.) constructed within 3m from the centreline of the bulk water pipeline and bulk water infrastructure (meter chambers, scour chambers etc.).



- 3.1.3 Where cables cross above the bulk water pipeline, the cables shall be installed in ducts. The ducts shall be continuous over the bulk water pipeline, extending a minimum of 3m from the centreline of the bulk water pipeline.
- 3.1.4 Where the services cross above the bulk water pipeline, the horizontal position of the crossing point shall be adjusted to be a minimum of 1m from any joint on the bulk water pipeline. In order to determine exact joint position and depth of the bulk water pipeline, trial holes shall be dug by hand excavation.
- 3.1.5 Should it be proposed to use thrust boring or directional drilling in the vicinity of the bulk water pipeline, full details (method statement, line and level drawings etc.) for this operation shall be submitted for acceptance to Mr. J Snow, 2nd Floor, Water & Sanitation Head Office, Bellville (telephone number 021 400 2393; jon.snow@capetown.gov.za), prior to the commencement of any work on site.
- 3.1.6 Where the services cross above the bulk water pipeline, the crossings shall be perpendicular to the bulk water pipeline.
- 3.1.7 If it is proposed to cross below the bulk water pipeline, the method of supporting the bulk water pipeline shall be submitted to Mr. J Snow of the Bulk Water Branch (tel. 021 400 2393) for acceptance prior to commencing with excavation. There is no prescribed method for this.
- 3.1.8 Where open cut trenching is proposed, a minimum vertical clearance of 100mm shall be allowed between the services and the bulk water pipeline.
- 3.1.9 All backfilling of trenches over the bulk water pipeline shall be done in accordance with SANS 2001-BE1, and shall be compacted in 150mm thick layers to a minimum of 95% of MOD AASHTO.
- 3.1.10 Only light compacting plant (1,5 – 2,0 tonne e.g. Bomag BW 80,90, 100) shall be used in the vicinity of the bulk water pipeline until 800mm compacted cover has been obtained. Thereafter approved larger compacting plant may be used. All compacting plant shall be operated in low amplitude/low frequency mode in the vicinity of the bulk water pipeline.
- 3.1.11 No activity that will result in vibrations with a Peak Particle Velocity exceeding 15mm/sec at the bulk water pipeline shall be permitted. Vibrations at the bulk water pipeline shall be regularly monitored and recorded. Should the PPV at the bulk water pipeline exceed 15mm/sec, all activities shall immediately cease, and Bulk Water Branch notified immediately.
- 3.1.12 All work shall conform to the “**Standard Procedures for Construction Works near Bulk Water Services**”. This document is to be found in the **Document Repository** in the main menu electronic Wayleave Management System.
- 3.1.13 Approval by the City of any works in the vicinity of the bulk water pipeline shall in no way relieve the applicant or their sub-contractor of the responsibility to ensure the safety and integrity of the bulk water pipeline. Should the bulk water pipeline begin to leak or should it be damaged in any way due to the proposed works the applicant or their sub-contractor shall be held responsible for any costs incurred by the Bulk Water Branch in effecting repairs to the bulk water pipeline and any consequential damage.
- 3.1.14 If the applicant sub-contracts all or portion of this work then the applicant shall furnish the sub-contractor with a copy of this wayleave letter, as well as copies of the drawing and GIS extract which accompanied it.
- 3.1.15 A copy of this wayleave, GIS extract and accompanying drawing/s shall be held on site at all times, for the duration of the project.
- 3.1.16 **This wayleave is valid for six (6) months from the date of issue. Should six months’ elapse before completion of the works, the applicant shall apply to this office for an updated wayleave.**



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MANAGER: BULK WATER

Mr Marcel Woodman (Tel 021 400 6633) is currently the co-ordinator for the following applications:

- *Wayleave Applications*
- *Requests for Information*

Mr Sameeg Hendricks (Tel 021 400 6623) is currently the co-ordinator for the following applications:

- *Development Applications*
- *Capacity Requests*
- *Request for Bulk Water affected Design Reviews*

Please note that the standard Water and Sanitation application processes remain in place.



4. Directorate: Energy

Department: Electricity Generation and Distribution

Approval without any conditions: Services Not Affected

The wayleave application is approved by the City of Cape Town Electricity Generation and Distribution Department.

OR

Approval with conditions: Services Affected

The wayleave application is approved by the City of Cape Electricity Generation and Distribution Department subject to the following **General Conditions**.

4.1 General Conditions

This wayleave is granted subject to the following conditions:

- 4.1.1 The Occupational Health and Safety Act No. 85 of 1993 and the Electricity Supply By-Law of April 2010 must be strictly adhered to at all times.
- 4.1.2 All electrical cables shall be considered as live at all times.
- 4.1.3 Details of service connection cables to individual erven and public lighting services in the vicinity of the proposed work are not always shown on the drawing.
- 4.1.4 This Department cannot guarantee that the information given is complete and correct but this fact does not lessen the responsibility of any person working in the vicinity of this Department's installations.
- 4.1.5 The exact location of cables must be determined on site by careful hand excavation, no picks or crowbars may be used.
- 4.1.6 **The applicant shall be liable for the full and indirect costs of any damage incurred to the City of Cape Town's electrical infrastructure.**

Wayleave validity: refer to Special Conditions - this wayleave and the information provided with it is valid for, from the date therein, after which it shall be null and void. Once this wayleave has lapsed, an application for a renewal wayleave shall be made.

- 4.1.7 **No excavations may be done without a civil work permit.**

4.2 As Per: Special Conditions

- 4.2.1 If required, above ground cable location can be carried out and/or trial holes excavated by this Department at your cost. Please contact the relevant Depot Manager (Refer to Special Conditions) – at least 24 hours prior to the date in which the cable location is required.
- 4.2.2 No stockpiling of materials, no temporary buildings, any parking of construction machinery or plant over this department's services without prior permission.
- 4.2.3 No pegs or stakes may be driven into the ground in the vicinity of the underground electricity services.



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On written application to the Director: ELECTRICITY GENERATION & DISTRIBUTION, the existing electrical infrastructure will be repositioned by this Department at your cost subject to the following.

1. Application for the repositioning or lowering of electrical infrastructure must be submitted timeously.
2. It is technically feasible and practicable to reposition the services.
3. The applicant will be responsible for the costs of the repositioning and any costs incurred as a result of the changes to the network necessitated by the repositioning.

This wayleave is applicable to this Department's Reticulation only.

Yours faithfully,

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On behalf of Director: EGD



5. **Directorate: Corporate Services: Information Systems and Technology**
Department: Telecommunications

Approval without any conditions: Services Not Affected

The wayleave application is approved by the City of Cape Town Telecommunications Branch of IS&T without any conditions.

OR

Approval with conditions: Services Affected

The wayleave application is approved by the City of Cape Telecommunications Branch of IS&T subject to the following **Conditions**.

5.1 General Conditions

- 5.1.1.1 Please find a plan attached indicating existing City of Cape Town Telecommunications' infrastructure. The plan has been uploaded in the **Documents Upload** tab of the electronic Wayleave Management System.
- 5.1.1.2 Where services are affected, hand trenching is required and no machine trenching will be allowed.
- 5.1.1.3 Where approval with conditions is applicable, please contact the following people before commencement of any civil works: **Mr. Marius Lotz at 021 444 2061 or Telecoms.Wayleaves@capetown.gov.za**.
- 5.1.1.4 Where the damage of cables or ducts occur, please contact a **TOC Agent at: 021-400 9090 (Option 1 followed by Option 1)**.
- 5.1.1.5 Requests for kick-off meetings must be given with ample notice period, as these are staff availability-dependent. . **A permit-to-work application is to be submitted via the electronic Wayleave Management System as per instructions in email notifications. See the User Guide and Contact List in the Document Repository (menu tab) for more information or queries. Further contact details may be uploaded with Special Conditions in the Documents Upload tab of the electronic Wayleave Management System.**

This wayleave and the information provided with it are valid for six (6) months from the date hereof, after which it shall be null and void. Once this wayleave has lapsed, an application for a new wayleave shall be made.

Yours faithfully,

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