

**DURBAN UNICITY METROPOLITAN COUNCIL  
CENTRAL OPERATIONAL ENTITY  
DEVELOPMENT AND PLANNING UNIT**

**DEVELOPMENT MANAGEMENT DEPARTMENT  
ADVERTISING SIGNAGE SECTION  
PRE-ACCEPTANCE SCRUTINY CHECKLIST  
REMOTE ADVERTISING**

NAME OF APPLICANT
ADDRESS
APPLICATION NO.

	CHECK ITEM		
201	Application forms to be completed in full and signed by the applicant.		
202	Letter of Consent form the land owner and letter of consent from the adjacent land owner if the sign is encroaching		
203	A Comprehensive Motivaton is support of the application with reference to Bylaws and Council Policy, and EIA as required by Council Policy		
204	Suitable photographs to assess visual impact of sign in relation to environment		
205	A Loyalty plan at an appropriate scatle which clearly indicates the position o the proposed sign, in relation to existing structures, existing remote signs and roads within a 500m radius.		
206	A comprehensive Site Plan at a minumum scale of 1:500 including dimensions to surrounding structures, boundaries, street names, street edges, and landmarks (e.g. lamp posts). Setting out dimensions to be clearly indicated.		
207	Elevations and sections of sign to be fully dimensioned and also indicating relation to topography, and or existing structures/building.		
208	Method od illumination		
209	The applicant's attention is drawn to the fact that the structure for remote advertising is approved for a 5-year period only. Assessment of the content and/or change of the sign content to be approved as per the Bylaws and Council Policy.		
210	A separate application must be made to the Department for approval in terms of the National Building Regulations.		

NOTE:

1. Should the application fail to meet the requirements of the scrutiny list the relevant items will be marked with an "X". The application will be returned for correction and re-submission.
2. Compliance with the above list does not presuppose approval of the application by the Department

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCRUTINEER