SPATIAL PLANNING AND ENVIRONMENT - DEVELOPMENT MANAGEMENT - BUILDING DEVELOPMENT MANAGEMENT

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BUSINESS RULES Website

CAT		SERVICES RENDERED	UNIT	REMARKS	2024/25 Recalculated excl. VAT	2024/25 R incl. VAT	VAT Yes/No	2025/26 Recalculated excl. VAT	2025/26 R incl. VAT	% Increase / decrease
		BUILDING PLAN SUBMISSION								
	1	**MINOR BUILDING WORK (Section 13 of Act 103 of 1977)**		REFER to BUSINESS RULES for CLARIFICATION.						
PCR	(a)	**Minor works permit** - All Residential	Minimum fee		565.22	650.00	y	591.30	680.00	4.62%
PCR	(b)	**Minor works permit -** Other than residential	Minimum fee		913.04	1 050.00	y	956.52	1 100.00	4.76%
	(c)	**Open-sided covered (any material other than fabric) shelter for a car, caravan or boat.**								
	(d)	**Single Residential >40m^2**	per m² x .0085 or the Minimum Fee + VAT whichever is greater.		1 113.04	1 280.00	y	1 165.22	1 340.00	4.69%
	(e)	**Other than single residential >40m2**	per m² x .0085 or the Minimum Fee + VAT whichever is greater.		1 113.04	1 280.00	y	1 165.22	1 340.00	4.69%
S	**2**	**STATE FUNDED HOUSING PROJECTS and SMALL SCALE AFFORDABLE RENTAL FLATS**		REFER to BUSINESS RULES for CLARIFICATION						
SB	(a)	Individual single dwelling units ≤80m²	Per Unit		13.04	15.00	y	17.39	20.00	33.33%
SB	(b)	Blocks of Flats where the individual flats or rental units are <80m² are ≤80m²	Per Flat per Application		13.04	15.00	y	17.39	20.00	33.33%
PCR	(c)	Individual single dwelling units >80m²			As per Single Residential	As per Single Residential	y	As per Single Residential	As per Single Residential	
PCR	(d)	Blocks of Flats where the individual flats are >80m²	Per Application		As per Other Residential	As per Other Residential	y	As per Other Residential	As per Other Residential	
PCR	(e)	Additions and Alterations	Per Application		243.48	280.00	y	252.17	290.00	3.57%
	3	**SINGLE RESIDENTIAL BUILDINGS**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	> 0 ≤ 25m²			565.22	650.00	y	591.30	680.00	4.62%

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PCR	(b)	>25 ≤ 50m²			1 313.04	1 510.00	y	1 373.91	1 580.00	4.64%
PCR	(c)	>50 ≤ 75m²			1 991.30	2 290.00	y	2 086.96	2 400.00	4.80%
PCR	(d)	>75 ≤ 100m²			2 747.83	3 160.00	y	2 878.26	3 310.00	4.75%
PCR	(e)	>100 ≤ 125m²			3 547.83	4 080.00	y	3 713.04	4 270.00	4.66%
PCR	(f)	>125 ≤ 150m²			4 391.30	5 050.00	y	4 591.30	5 280.00	4.55%
PCR	(g)	>150 ≤ 175m²			5 365.22	6 170.00	y	5 608.70	6 450.00	4.54%
PCR	(h)	>175 ≤ 200m²			6 495.65	7 470.00	y	6 791.30	7 810.00	4.55%
PCR	(i)	>200 ≤ 250m²			8 243.48	9 480.00	y	8 626.09	9 920.00	4.64%
PCR	(j)	>250 ≤ 300m²			9 982.61	11 480.00	y	10 443.48	12 010.00	4.62%
PCR	(k)	>300 ≤ 350m²			11 730.43	13 490.00	y	12 269.57	14 110.00	4.60%
PCR	(l)	>350 ≤ 400m²			13 478.26	15 500.00	y	14 095.65	16 210.00	4.58%
PCR	(m)	>400 ≤ 450m²			15 260.87	17 550.00	y	15 965.22	18 360.00	4.62%
PCR	(n)	>450 ≤ 500m²			16 982.61	19 530.00	y	17 765.22	20 430.00	4.61%
PCR	(o)	>500m²	per m² x .0085 or the Minimum Fee + VAT whichever is greater.		4 382.61	5 040.00	y	4 582.61	5 270.00	4.56%
	4	**OTHER RESIDENTIAL**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	> 0 ≤ 25m²			565.22	650.00	y	591.30	680.00	4.62%
PCR	(b)	>25 ≤ 50m²			1 313.04	1 510.00	y	1 373.91	1 580.00	4.64%
PCR	(c)	>50 ≤ 75m²			1 991.30	2 290.00	y	2 086.96	2 400.00	4.80%
PCR	(d)	>75 ≤ 100m²			2 747.83	3 160.00	y	2 878.26	3 310.00	4.75%
PCR	(e)	>100 ≤ 125m²			3 547.83	4 080.00	y	3 713.04	4 270.00	4.66%
PCR	(f)	>125 ≤ 150m²			4 391.30	5 050.00	y	4 591.30	5 280.00	4.55%
PCR	(g)	>150 ≤ 175m²			5 365.22	6 170.00	y	5 608.70	6 450.00	4.54%
PCR	(h)	>175 ≤ 200m²			6 495.65	7 470.00	y	6 791.30	7 810.00	4.55%

SPATIAL PLANNING AND ENVIRONMENT - DEVELOPMENT MANAGEMENT - BUILDING DEVELOPMENT MANAGEMENT										
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BUSINESS RULES Website										
CAT		**SERVICES RENDERED**	**UNIT**	**REMARKS**	**2024/25**	**2024/25**		**2025/26**	**2025/26**	**% Increase / decrease**
					Recalculated	**R**	**VAT**	**Recalculated**	**R**	
					excl. VAT	**incl. VAT**	**Yes/No**	**excl. VAT**	**incl. VAT**	
PCR	(i)	>200 ≤ 250m²			8 243.48	9 480.00	y	8 626.09	9 920.00	4.64%
PCR	(j)	>250 ≤ 300m²			9 982.61	11 480.00	y	10 443.48	12 010.00	4.62%
PCR	(k)	>300 ≤ 350m²			11 730.43	13 490.00	y	12 269.57	14 110.00	4.60%
PCR	(l)	>350 ≤ 400m²			13 478.26	15 500.00	y	14 095.65	16 210.00	4.58%
PCR	(m)	>400 ≤ 450m²			15 260.87	17 550.00	y	15 965.22	18 360.00	4.62%
PCR	(n)	>450 ≤ 500m²			16 982.61	19 530.00	y	17 765.22	20 430.00	4.61%
PCR	(o)	>500m²	per m² x .0085 or the Minimum Fee + VAT whichever is greater.		4 382.61	5 040.00	y	4 582.61	5 270.00	4.56%
	5	**OTHER RESIDENTIAL : ADDITIONS**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	> 0 ≤ 25m²			565.22	650.00	y	591.30	680.00	4.62%
PCR	(b)	>25 ≤ 50m²			1 313.04	1 510.00	y	1 373.91	1 580.00	4.64%
PCR	(c)	>50 ≤ 75m²			1 991.30	2 290.00	y	2 086.96	2 400.00	4.80%
PCR	(d)	>75 ≤ 100m²			2 747.83	3 160.00	y	2 878.26	3 310.00	4.75%
PCR	(e)	>100 ≤ 125m²			3 547.83	4 080.00	y	3 713.04	4 270.00	4.66%
PCR	(f)	>125 ≤ 150m²			4 391.30	5 050.00	y	4 591.30	5 280.00	4.55%
PCR	(g)	>150 ≤ 175m²			5 365.22	6 170.00	y	5 608.70	6 450.00	4.54%
PCR	(h)	>175 ≤ 200m²			6 495.65	7 470.00	y	6 791.30	7 810.00	4.55%
PCR	(i)	>200 ≤ 250m²			8 243.48	9 480.00	y	8 626.09	9 920.00	4.64%
PCR	(j)	>250 ≤ 300m²			9 982.61	11 480.00	y	10 443.48	12 010.00	4.62%
PCR	(k)	>300 ≤ 350m²			11 730.43	13 490.00	y	12 269.57	14 110.00	4.60%
PCR	(l)	>350 ≤ 400m²			13 478.26	15 500.00	y	14 095.65	16 210.00	4.58%
PCR	(m)	>400 ≤ 450m²			15 260.87	17 550.00	y	15 965.22	18 360.00	4.62%
PCR	(n)	>450 ≤ 500m²			16 982.61	19 530.00	y	17 765.22	20 430.00	4.61%
PCR	(o)	>500m²	per m² x .0085 or the Minimum Fee + VAT whichever is greater.		4 382.61	5 040.00	y	4 582.61	5 270.00	4.56%

SPATIAL PLANNING AND ENVIRONMENT - DEVELOPMENT MANAGEMENT - BUILDING DEVELOPMENT MANAGEMENT

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BUSINESS RULES Website

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	6	**NON RESIDENTIAL: COMMERCIAL.**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	> 0 ≤ 25m²	Minimum fee		921.74	1 060.00	y	965.22	1 110.00	4.72%
PCR	(b)	>25m²	per m² x .0085		5 373.91	6 180.00	y	5 617.39	6 460.00	4.53%
	7	**NON RESIDENTIAL: OTHER.**		REFER to BUSINESS RULES for CLARIFICATION						
	(a)	> 0 ≤ 25m²	Minimum fee		921.74	1 060.00	y	965.22	1 110.00	4.72%
	(b)	>25m²	per m² x .0085		4 043.48	4 650.00	y	4 226.09	4 860.00	4.52%
	8	**NON RESIDENTIAL: INDUSTRIAL.**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	> 0 ≤ 25m²	Minimum fee		921.74	1 060.00	y	965.22	1 110.00	4.72%
PCR	(b)	>25m²	per m² x .0085		3 913.04	4 500.00	y	4 095.65	4 710.00	4.67%
	9	**NON RESIDENTIAL: RURAL BUILDINGS.**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	> 0 ≤ 75m²	Minimum fee		921.74	1 060.00	y	965.22	1 110.00	4.72%
PCR	(b)	> 75m²	per m² x .0085		1 460.87	1 680.00	y	1 530.43	1 760.00	4.76%
PCR	**10**	**INTERNAL ALTERATIONS -- ALL CATEGORIES**		REFER to BUSINESS RULES for CLARIFICATION	0.85% of Estimate. Minimum Fee as per category.	0.85% of Estimate. Minimum Fee as per category.	y	0.85% of Estimate. Minimum Fee as per category.	0.85% of Estimate. Minimum Fee as per category.	
	11	**SKETCH PLAN FEE**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	Single Residential	per application		565.22	650.00	y	591.30	680.00	4.62%
PCR	(b)	All other categories	per application		973.91	1 120.00	y	1 017.39	1 170.00	4.46%
PCR	**12**	**MAJOR HAZARD INSTALLATIONS**	per application		921.74	1 060.00	y	965.22	1 110.00	4.72%
PCR	**13**	**LPG INSTALLATIONS (ALL INSTALLATIONS)**	per application	REFER to BUSINESS RULES for CLARIFICATION	Minimum of category + VAT	Minimum of category + VAT	y	Minimum of category + VAT	Minimum of category + VAT	

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BUSINESS RULES Website										
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					Recalculated	**R**	**VAT**	**Recalculated**	**R**	
					excl. VAT	**incl. VAT**	**Yes/No**	**excl. VAT**	**incl. VAT**	
			fire fee	REFER to BUSINESS RULES for CLARIFICATION	See Emergency Services: Fire tariffs	See Emergency Services: Fire tariffs	y	See Emergency Services: Fire tariffs	See Emergency Services: Fire tariffs	
	14	**MASTS**								
PCR	(a)	Greenfield	per application		1 147.83	1 320.00	y	1 200.00	1 380.00	4.55%
PCR	(b)	Roof Top	per application		921.74	1 060.00	y	965.22	1 110.00	4.72%
PCR	**15**	**PROVISIONAL AUTHORISATION**	per application	REFER to BUSINESS RULES for CLARIFICATION	Minimum of category + VAT	Minimum of category + VAT	y	Minimum of category + VAT	Minimum of category + VAT	
PCR	**16**	**EXTENSION OF VALIDITY of APPROVED APPLICATIONS or EXTENSION OF VALIDITY OF APPLICATIONS FOR AN ADDITIONAL VALIDITY PERIOD FROM THE DATE OF FIRST REFUSAL BEFORE APPROVAL MUST BE OBTAINED**	per application	REFER to BUSINESS RULES for CLARIFICATION	Minimum of category + VAT	Minimum of category + VAT	y	Minimum of category + VAT	Minimum of category + VAT	
PCR	**17**	**APPLICATIONS FOR APPROVAL OF PREVIOUSLY APPROVED APPLICATIONS THAT HAVE LAPSED**	per application	REFER to BUSINESS RULES for CLARIFICATION	50% of the applicable fee + VAT	50% of the applicable fee + VAT	y	50% of the applicable fee + VAT	50% of the applicable fee + VAT	
PCR	**18**	**REQUEST : OCCUPANCY CERTIFICATE or PERMISSION to USE Full submission fee up to a maximum of the published fee is charged.**		REFER to BUSINESS RULES for CLARIFICATION	2 043.48	2 350.00	y	2 139.13	2 460.00	4.68%
						-			-	
PCR	**19**	**FOR THE CONSIDERAION OF PLANS FOR EXISTING STRUCTURES PRE 1964 FOR SECTIONAL TITLE PURPOSES**		REFER to BUSINESS RULES for CLARIFICATION	1 756.52	2 020.00	y	1 834.78	2 110.00	4.46%
PCR	**20**	**TEMPORARY BUILDINGS**	per application.	REFER to BUSINESS RULES for CLARIFICATION	565.22	650.00	y	591.30	680.00	4.62%
			Fire Fee- if applicable	REFER to BUSINESS RULES for CLARIFICATION	See Emergency Services: Fire tariffs	See Emergency Services: Fire tariffs	y	See Emergency Services: Fire tariffs	See Emergency Services: Fire tariffs	
PCR	**21**	**DEMOLITIONS (ALL APPLICATIONS)**	per application	REFER to BUSINESS RULES for CLARIFICATION	913.04	1 050.00	y	913.04	1 050.00	0.00%

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	22	**HOARDINGS**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	**Permit fee : All applications**			539.13	620.00	y	565.22	650.00	4.84%
		Use of the road reserve								
MR	(b)	**Use of the surface of the road reserve for construction or storage (e.g. hoarding) for a period longer than a month**	per square metre per annum	Long term rental. REFER to URBAN MOBILITY - ROADS INFRASTUCTURE MANAGEMENT Tariffs	5% of the Municipal Property Valuation per square metre times the area.	5% of the Municipal Property Valuation per square metre times the area.	y	See Urban Mobility - Roads Infrastructure Management Tariffs	See Urban Mobility - Roads Infrastructure Management Tariffs	
	(c)	**Use of the road reserve for construction or storage for a period not exceeding one month and/ or any ad-hoc usage of the road reserve for a period not exceeding three months**	per application	Short term rental/deposits. REFER to URBAN MOBILITY - ROADS INFRASTUCTURE MANAGEMENT Tariffs	See Transport tariff schedule.	See Transport tariff schedule.	y	See Urban Mobility - Roads Infrastructure Management Tariffs	See Urban Mobility - Roads Infrastructure Management Tariffs	
	23	**COPIES OF PLANS**		REFER to BUSINESS RULES for CLARIFICATION						
PCR	(a)	Search fee for records	per application		60.87	70.00	y	63.48	73.00	4.29%
		INFORMATION PRODUCT FEES								
PCR	(b)	Record retrieval Electronic and on site Hardcopy	per Building Plan Number		60.87	70.00	y	63.48	73.00	4.29%
PCR	**(c)**	Record retrieval Hardcopy, off site archived	per Building Plan Number		111.30	128.00	y	116.52	134.00	4.69%
PCR	(d)	Transfer of electronic copy	per Building Plan Number		20.00	23.00	y	20.87	24.00	4.35%
		PLOTTING PRINTING and SCANNING								
	(e)	**Photocopies & scanning to PDF, per copy**	A4	As per Promotion of Access to Information Act 2 of 2000	1.30	1.50	y	1.30	1.50	0.00%
			A3		5.83	6.70	y	6.09	7.00	4.48%
			A2		24.09	27.70	y	25.22	29.00	4.69%
			A1		38.61	44.40	y	40.35	46.40	4.50%
			A0		49.22	56.60	y	51.48	59.20	4.59%
	(f)	**Monochrome (computer) prints, per copy**	A4	As per Promotion of Access to Information Act 2 of 2000	1.30	1.50	y	1.30	1.50	0.00%
			A3		11.57	13.30	y	12.09	13.90	4.51%
			A2		50.17	57.70	y	52.52	60.40	4.68%

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			A1		90.70	104.30	y	94.87	109.10	4.60%
			A0		102.35	117.70	y	107.04	123.10	4.59%
	(g)	**Colour prints, per copy**	A4		17.39	20.00	y	18.17	20.90	4.50%
			A3		29.91	34.40	y	31.30	36.00	4.65%
			A2		115.83	133.20	y	121.13	139.30	4.58%
			A1		130.26	149.80	y	136.26	156.70	4.61%
			A0		148.61	170.90	y	155.48	178.80	4.62%
	24	**EXEMPTIONS** **The following applications are exempt from the payment of scrutiny fees:**		REFER to BUSINESS RULES for CLARIFICATION						
S	**24.1**	**NON-RESIDENTIAL BUILDINGS FOR NATIONAL or PROVINCIAL GOVERNMENT** • Applications in respect of any building to be erected by or on behalf of the State for the state. In this context “State” means an “organ of State” as defined in Section 239 of the Constitution. • This is interpreted as those institutions which are an intrinsic part of government and those institutions outside the public service which are controlled by the State – i.e. where the majority of the members of the controlling body are appointed by the State or where the functions of that body and their exercise is prescribed by the State to such extent that it is effectively in control.								
SB	**24.2**	**ALL BUILDINGS FOR LOCAL GOVERMENT** • Building Plans for all buildings and structures, including Housing projects managed by the Local Authority, erected for and by the Local Authority. (Plans must be submitted and approved prior to construction.)								
S	**24.3**	**ADDITIONS and ALTERATIONS to all BUILDINGS of SPECIAL HERITAGE SIGNIFICANCE** • Applications in respect of alterations and/or additions to any building older than 60 years and of special heritage significance subject to the following provisos: • The exemption will be applicable for internal and external alterations, including renovations and repairs, where at least two thirds of the heritage fabric is retained as determined by the City’s Heritage Resource officials. The exemption will not apply to applications where only the shell of the original building is retained. • The exemption will be applicable for additions to existing buildings on condition that the architectural floor area of the additions is less than 25% of the architectural floor area of the original building. • The exemption will not apply to applications for new separate buildings on the same erf. • The exemption will not apply to applications for new work where only a portion of the original building is retained. For example, the façade of the original building. The exemption will apply where the façade is retained and there is redevelopment within the envelope of the existing building. The exemption will not be applicable to applications for building work in urban conservation areas unless the first two criteria apply.								
S	**24.4**	**ENVIRONMENTAL and HERITAGE BRANCH REQUESTS** • The Director: Planning and Building Development Management may grant or refuse applications for the exemption of some or all the applicable Building Development application fees of a particular application which are necessitated due to changes to developments made at the request of the Environmental Management Service of the City of Cape Town in the interests of environmental or heritage conservation.								

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S	24.5	**SPECIAL INVESTMENT INCENTIVE AREAS** • Applications in respect of any building to be erected or altered or additions thereto in the Atlantis Industrial Area as defined in the current City of Cape Town: Municipal Planning By-law; or • any building to be erected or altered or additions thereto in any other approved spatially targeted areas as provided for in Council's Investment Incentives Policy. A reduced tariff in such areas may be applicable as stipulated in the establishment conditions thereof.								
SB	24.6	**RESTITUTION OF LAND** • All applications required to address / give effect to successful resettlement claims in terms of the Restitution of Land Rights Act, as well as in cases where land has been allocated to a successful claimant, such claimant is allowed to submit only one application (building plan), for residential development only which application(s) will be exempted from building plan fees as per normal fees. • In cases where a successful land claimant submits a building plan for a purely non-residential development (which does not include any residential development) on land so obtained, such non-residential application is subject to all the fees applicable to any other similar application which was not obtained by way of the Restitution of Land Rights Act. • If a successful land claimant submits a building plan for a mixed use development (which includes non-residential development) on land so obtained, such non-residential building plan gets charged the normal fees as specific for such application as if the non-residential part of the application is a separate application from the residential part of the development.								
SB	24.7	**VULNERABLE GROUPS** • Applications from organizations providing residential facilities to the elderly and homeless children who qualify for rates relief in terms of: (a) the criteria mentioned in Item 6.7 of the Rates Policy and; (b) accreditation obtained from the Homeless Agency Committee (HOMAC) as stipulated in the Children's Act No. 38 of 2005. It will be required from the owner of the property on which the building plans is to be submitted to provide sufficient proof that he/she has been relieved from the payment of rates by the City's Revenue Department in terms of (a) or has obtained accreditation from HOMAC in terms of (b). • Applications for the conversion, or addition to, dwelling houses, other residential units in former state subsidized housing developments or in areas where shelters is allowed, for ECD purposes will be charged for at the minimum tariff for such residential developments up to a total habitable floor area of 80m².								
S	24.8	**APPROVAL DECISIONS REVIEWED by COURTS or APPLICABLE REVIEW ATHORITIES** The Director: Planning & Building Development Management may authorise exemption from building plan application tariffs in cases where a building plan decision was set aside • in a court of law ; or • by an internal review authority within the City; and it is required in terms such ruling to be resubmitted to the City for decision, subject thereto that it is the same plan as originally submitted.								
		● In cases where a successful land claimant submits a building plan for a purely non-residential development (which does not include any residential development) on land so obtained, such non-residential application is subject to all the fees applicable to any other similar application which was not obtained by way of the Restitution of Land Rights Act.								
		● If a successful land claimant submits a building plan for a mixed use development (which includes non-residential development) on land so obtained, such non-residential building plan gets charged the normal fees as specific for such application as if the non-residential part of the application is a separate application from the residential part of the development.								

SPATIAL PLANNING AND ENVIRONMENT - DEVELOPMENT MANAGEMENT - BUILDING DEVELOPMENT MANAGEMENT

Must be read in conjunction with Business Rules for 2025/26 : The BUSINESS RULES can be accessed via the COCT Website:
https://www.capetown.gov.za/Work%20and%20business/Planning-portal/Tariffs-and-charges/Building-planning-and-development-tariffs

BUSINESS RULES Website

CAT		SERVICES RENDERED	UNIT	REMARKS	2024/25 Recalculated excl. VAT	2024/25 R incl. VAT	VAT Yes/No	2025/26 Recalculated excl. VAT	2025/26 R incl. VAT	% Increase / decrease
	25	**REFUNDS**		REFER to BUSINESS RULES for CLARIFICATION						
	26	**GENERAL**		REFER to BUSINESS RULES for CLARIFICATION						
		• These tariffs should be read in conjunction with the approved Building Development Management Tariff Business Rules for 2025/2026								