

**TOWNSHIP  
DEVELOPMENT AND  
CONVEYANCING**

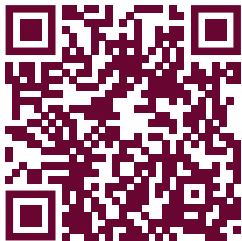
*Sandton*

**STBB** The  
Big Small  
Firm

# THE FIRM

Established in 1900, STBB is a firm of more than 100 business-minded lawyers practising from 12 offices throughout South Africa.

By understanding our clients' needs and objectives, we strive to deliver cost-effective legal solutions for all business and personal matters. We are committed to developing close working relationships with our clients, enabling us to succeed consistently on their behalf.



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## WHAT DISTINGUISHES US?

- Dedicated legal professionals
- Ability, agility, experience, and enthusiasm
- Clients with national access to legal services
- Established experience in large-scale projects and developments throughout South Africa
- Longstanding service provider to the South African banking industry
- Training provider to professional partners, clients, and staff
- Assistance to developers with initial launches

# TOWNSHIP DEVELOPMENT SERVICES INCLUDE:

- Finding practical solutions to complicated conveyancing problems
- Registration of subdivisions and consolidations
- Quality research and property reports
- Comprehensive certificates identifying the influence of title conditions on proposed townships
- Advice on the disposal of title conditions in the conditions of establishment
- Cancellation of title conditions prior to opening of township registers
- Opening of township registers
- Mass conveyancing of subsidy housing products – houses and sectional title units
- Centralised bond centre
- Registration of FLISP and bonded housing transactions in mixed housing developments
- Home ownership education and community involvement
- Cluster and business park developments
- Opening of sectional title registers, transfer of sectional title units, and registration of sectional title mortgage bonds
- Registration and cancellation of servitudes
- Registration of street closures

# GAUTENG DEVELOPMENT TEAM

## OUR SPECIALIST TOWNSHIP DEVELOPMENT UNIT

- The unit is underpinned by a consultancy agreement with Sebenza Township Establishment Administrative Services. More information on them can be found at: [www.townshipestablishment.co.za](http://www.townshipestablishment.co.za)
- Sylvester Maqhiza, assisted by Berno Botha and Koketso Tsebe, manages the transfer of subsidy houses and subsidy sectional title units
- Amanda Seemund, Berno Botha, Koketso Tsebe and Gert Minnaar are the conveyancers who process the mass conveyancing, FLISP and bonded housing, sectional title schemes, and cluster developments
- Gert Minnaar and Ilza Engelbrecht focus on township registers, complicated conveyancing transactions, and the acquisition and registration of servitudes

Day-to-day township and conveyancing administration is in the capable hands of:

- Gert Minnaar
- Amanda Seemund
- Koketso Tsebe
- Berno Botha
- Ilza Engelbrecht

Mass conveyancing, FLISP and bonded housing, sectional title schemes, and cluster developments processing are in the capable hands of:

- Tracy Kotze
- Sylvester Maqhiza
- Stacey-Lee Hassen
- Lerato Komape
- Casandra Swanepoel
- Pieter de Bruyn
- Jodie Matthews
- Chanté Hellerle
- Lisa Maistry

# TEAM DYNAMICS

Both Gert Minnaar and Ilza Engelbrecht have years of township establishment and general conveyancing experience, initially establishing their skills when they were employed in the Johannesburg and Pretoria Deeds Offices, respectively. Thereafter, they honed their skills specialising in private conveyancing practice.

## AREAS OF PRACTICE INCLUDE:

- Research and obtaining of all information and data regarding the status of land as well as the compilation of reports for clients
- Preparation of conveyancers' certificates for township establishment purposes
- Compliance with conditions of establishment for proposed townships and the opening of township registers
- Attendance to the registration of transfer of stands to subsidy beneficiaries in townships on a mass conveyancing basis
- Opening of sectional title registers as well as the simultaneous registration of transfer of the sectional title units together with the mortgage bonds for end users
- Registration of transfers and mortgage bonds for end users in residential and business office park cluster developments
- Negotiation of land acquisition for development purposes
- Issuing of expropriation notices and the registration of the expropriation transfers or servitudes in favour of the expropriating authorities
- Registration of subdivisions and consolidations
- Transfer of all types of properties and registration of mortgage bonds

Amanda Seemund, who started her conveyancing career in 2000 and was admitted as an attorney and conveyancer in 2014, adds the following skill set to our areas of practice:

- Estate agent transfers as well as all other types of transfers
- Registration of transfers relating to the acquisition of land for development purposes on behalf of local authorities and the provincial government
- Registration of street closures
- Registration of servitudes
- Registration of transfers in sectional title schemes

Koketso Tsebe spent 3 years as a junior examiner at the Deeds Office in Pretoria and Johannesburg. He was admitted as an attorney and conveyancer in 2017 and attends to the following:

- Transfer of bonded housing and FLISP transactions in mixed housing developments
- Attendance to the registration of transfer of stands to housing subsidy beneficiaries in townships on a mass conveyancing basis
- Registration of transfers for end users in residential cluster developments
- Registration of transfers in sectional title development schemes

Berno Botha was admitted as an attorney, notary, and conveyancer at the start of 2023. He attends to the following:

- Transfer of bonded housing and FLISP transactions in mixed housing developments
- Attendance to the registration of transfer of stands to housing subsidy beneficiaries in townships on a mass conveyancing basis
- Registration of transfers for end users in residential cluster developments
- Registration of transfers in sectional title development schemes

**A SUMMARY OF PROJECTS AND TYPES OF CONVEYANCING INSTRUCTIONS ATTENDED TO BY THE TEAM MEMBERS SO FAR INCLUDES:**

1. Transfer of public schools into the name of the Provincial Government of Gauteng on behalf of the Department of Education
2. Housing and mixed-use developments:
  - 2.1. RPT/PRT projects for the Gauteng Provincial Government:
    - Doornkop/Lufhereng development
    - Kaalfontein Ext 21
    - Kaalfontein Ext 23
    - Dobsonville Ext 9
    - Tshepisong
    - Tshepong
    - Naledi
    - Thulani
  - 2.2. Housing subsidy projects:
    - Lehae Project (6 000 stands)
    - Golden Triangle development (7 000 stands)
    - Winterveld Extension 3 township (7 000 stands)
    - Kliptown Project (7 000 stands)
    - Palm Ridge development (13 000 stands)
    - Savanna City development (5 000 stands)
    - Lufhereng Extension 1, 5 and 7 townships
    - Pennyville Ext 1
    - Sol Plaatjes (2500 stands)
    - Zandspruit Extension 10 township
    - Zandspruit Extension 16 township
  - 2.3 Formalisation of pre- and post-1994 townships for the Gauteng Provincial Department of Human Settlements

- 2.4 Bonded housing and finance-linked/FLISP transactions:
- Cosmo City development
  - Devland Extension 32 and 33 townships
  - Bram Fischerville Extension 14 township
  - Fleurhof development
  - Savanna City development
  - Azaadville Gardens
  - Lehae Ext 1
  - Lufhereng development
  - Leeuwpoort development
3. Acquisition of privately owned properties for development purposes – voluntary sales and expropriations
4. Sale of non-residential stands on behalf of the local authority
5. Conveyancers' certificates
6. Business parks:
- Klipriver Business Park
  - APD Industrial Park
7. Sectional title schemes:
- |                    |  |                |
|--------------------|--|----------------|
| Lephalala Heights  |  | Maroela View   |
| Lina Estate        |  | The Aura       |
| Pennyville Ext 1   |  | The West End   |
| Riverside Crest    |  | Emerald Skye   |
| Kierland Skye      |  | Orchid Ridge   |
| Clearwater Village |  | Royal Residenz |
| Huntington         |  | Duneden        |
| Westwood           |  |                |
| Fairleigh          |  |                |
8. Opening of township registers in terms of this legislation:
- Town Planning and Townships Ordinance, 1965 (Ordinance 25 of 1965)
  - Town Planning and Townships Ordinance, 1986 (Ordinance 15 of 1986)
  - Less Formal Township Establishment Act, 1991 (No 113 of 1991)
  - Development Facilitation Act, 1995 (No 67 of 1995)
  - Spatial Planning and Land Use Management Act, 2013 (No 16 of 2013)

# GAUTENG DEVELOPMENT TEAM

## OUR SPECIALIST TOWNSHIP DEVELOPMENT UNIT

- The staff in our team manage all the conveyancing emanating from the unit
- There is access to additional conveyancers at our other branches in the region as well as our head office in Cape Town
- We are further strengthened by the expertise of Stoffel Ackermann, head of the Construction Law department and co-founder of The Society of Construction Law for Africa
- Registered as service provider for Sanral, City of Joburg Property Company, Gauteng Provincial Government: Department of Human Settlements, Development Bank of South Africa, Department of Agriculture, Rural Development and Land Reform, and City of Tshwane Metropolitan Municipality and the Housing Development Agency

Visit [www.stbb.co.za](http://www.stbb.co.za) to make the DLU the starting point of your development and let us undertake the journey to success together.



## CONTACT US

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## OUR PROMISES

- Superior township development technical advice
- Long-established relationships with important stakeholders in the development community
- Transparent and open communication
- Regular and agreed reporting; the client specifying required content and frequency
- The latest technology and up-to-date software
- Fast and efficient processing of conveyancing documents
- Meeting anticipated registration dates

Big enough to take on anything,  
small enough to make it personal.

  
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