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|  | **TRANSPORT DIRECTORATE**  **ROADS INFRASTRUCTURE AND MANAGEMENT** |
|  | **Name Surname** |
|  | Designation |
|  | **T**: +27 21 444 xxx **F**: +27 21 444 3808  **E**: xxxx.xxxx@capetown.gov.za |

Ref:

Delivery method

Property Owner Name

Address

Dear xx

**NOTICE: VEGETATION ENCROACHING INTO THE ROAD RESERVE, ERF \_\_\_\_, STREET, SUBURB**

Arising from reports received by this office, an inspection of STREET, SUBURB, was undertaken on 05/11/2020 whereupon it was found that vegetation originating from the above-mentioned property has been allowed to grow on the street side of your property, being No \_, \_\_\_\_\_\_\_\_\_\_\_\_\_ and identified as erf \_\_\_\_\_, \_\_\_\_\_\_\_\_. The vegetation has encroached onto the footway and is compromising site distance for vehicles travelling along STREET / an obstruction to pedestrians/cyclists using the footway.

This action, whether undertaken by you or your predecessors, is deemed to be in contravention of Section 8(1) ofthe City of Town’s By-Law relating to Streets, Public Places and the Prevention of Nuisances.

As the person directly or indirectly responsible for the encroaching vegetation within the reserve of \_\_\_\_\_\_\_\_\_\_, a public street, you are hereby directed in terms of Section 22(1) of the City of Cape Town By-Law Relating to Streets, Public Places and Prevention of Nuisances to have the vegetation trimmed back to your property boundary **within thirty (30) days of receipt of this notice / by not later than 05/11/2020.**

Please note that, in terms of Section 22(2) of the said by-law, any person who fails to comply with a notice in terms of sub-section (1) shall be guilty of a criminal offence and the City may, without prejudice to its powers to take action against the offender, take the necessary steps to implement such notice at the expense of the owner of premises or the offender, as the case may be.

Please also take note that, with respect to the aforementioned directives, these shall not preclude the City from pursuing a civil action to compel compliance.

Yours faithfully

**DATE:**

Copy:

Registry