

Building Guidelines - Strandmeer

1. Preamble

The purpose of the HOA, is (amongst other things) to regulate and control developments within Strandmeer Estate, for the benefit and in the best interests of the community and to the satisfaction of the Local Authority.

The HOA will strive to achieve a harmonious aesthetically pleasing environment, without being excessively prescriptive and without eliminating freedom of choice.

Statutory requirements and the Local Authority Town planning requirements shall apply to all developments within Strandmeer. In the event that the Design Guidelines impose more restrictive rules and/or guidelines than the relevant statutory requirements and/or the Local Authority's town planning requirements, these Design Guidelines will take precedence.

The HOA evaluates only the aesthetics of any submission and cannot take responsibility for technical, structural, health or safety standards or for non-compliance of Statutory or Municipal requirements.

The HOA will set up an Aesthetics Committee ("the Committee") consisting of two Excom members and an Estate Architect. This body will be tasked with the approval of building plans prior to the submission of such plans to the local authority.

2. Design Guidelines for Strandmeer

2.1. Building line restrictions will be as follows:

- Building lines are measured from the erf boundary. All properties to have two meter street, lateral and rear building line restrictions.
- In addition to the above, buildings on all properties with river frontage will have a set-back line of 20 meters above the high water mark and may not be located closer to the river than the Front Building Line.

2.2. The size of a buildings will be determined as follows:

The covered ground area, including garages and patios, shall be no greater than 45% of the stand size and the upstairs shall be no greater than 50% of the ground floor. The total coverage building area, includes the ground floor, upstairs, garages, covered patios and basement (where applicable) The total bulk may not exceed 350sqm. Uncovered patios/decks are not included as part of the total coverage building area.

2.3. Maximum height:

Maximum height allowable will be 8.5 meters above natural ground level. (No part of the building (satellite dish, aerials etc.) may exceed this limit. The building may have no more than two floors. Where the slope of the land permits, a basement may be built according to municipal building regulations.

A Land Surveyor must provide a contour plan with beacon certificates before building commences and a Land Surveyor must produce a Land Surveyor's Certificate after completion of the building.

2.4. Roof pitch:

Must be a minimum of 40 degrees.

2.5. Enclosed drying yards:

Enclosed drying yards for washing lines must be provided, with a maximum wall height of 1,8 meters.

2.6. Water tanks:

Water tanks for the collection of rain water from roofs are a municipal requirement, but must be integrated into the overall design of the structures on the property. Tanks may be elevated on a plinth no higher than 100mm and must be enclosed by a plastered/painted brick wall or timber screen not exceeding 1,8 meters in height.

2.7. Water Heaters:

Solar heating elements and/or heat pumps are required by council. These installations should be indicated on all plans and must have the approval of the Estate Architect, prior to installation.

2.8. Parking:

All units must have on-site parking for a minimum of two vehicles, excluding garages.

2.9. Brick Gables and Parapet walls:

Brick gables and parapet walls are mandatory. The depth of the parapet, measured at 90 degrees to the roof, may not be less than 250mm. Straight edged gable/parapets will be allowed.

2.10. Encroachment of Building Lines

- 2.10.1. Open uncovered decks/stoeps, that are less than 300 mm in height from the natural level of the ground may extend across building restriction lines but must not cross the erf boundary.

Decks/stoeps of river fronting properties must not extend closer to the river than ten (10) meters from the erf riverside (west) boundary.

The consent of an affected neighbour must be obtained by way of his/her signature on a sketch plan which shows the proposed structure, materials used, height off natural ground level, erf boundary, dimensions, etc.

In all cases sketch plans, as above and with neighbour signature, must be submitted to the HOA for approval.

- 2.10.2. If decks/stoeps extending across building restriction lines need to be removed to access services, the cost of removing and replacing such structure shall be for the account of the homeowner.

3. Aesthetic Guidelines

- 3.1. No architectural style will be allowed, that the Committee and/or Council may deem to be detrimental to the overall aesthetics of the development.

- 3.2. All houses must be painted white. (Colour to be specified)

- All roofs will be dark green and only corrugated iron profile will be permitted. (To be specified)

- 3.3. Garages should form part of the overall architectural design. (Flat roofs will not be permitted).

- 3.4. Air conditioners are allowed but must be audibly (no greater than 35Db) and visually unobtrusive.

- 3.5. All buildings must seek to maintain privacy, sun and light of the adjacent properties.

- 3.6. Must maintain the feel of open space.

- 3.7. Within 14 days of the approval of the first draft of the proposed buildings or alterations by the Aesthetics committee, all owners of the adjacent properties will be permitted to lodge with the Aesthetics committee any objections thereto. The estate Architect will consider such objections and if possible, make recommendations to the relevant owner. Final approval of the proposed alterations remains in the sole discretion of the Aesthetics Committee.

- 3.8. No Carports, Wendy houses, Garden sheds, Tool sheds or any temporary structures are allowed.

- 3.9. Properties may not be fenced or walled.

- 3.10. The use of shade cloth is not permitted.
- 3.11. Should any building be submitted that complies with the regulations but has a negative impact on Strandmeer as a whole, the Trustees reserve the right to insist that the building be changed to fit in with the concept of the development.
- 3.12. Non-compliance with these Guidelines will result in rejection of building plans by the Local Authority.

4. **Plan submission**

Designs are to be carried out by an Architect/Architectural professional. Design drawings must be submitted in two stages in order to curtail expenses and speed up the approval process.

- 4.1. Two sets of paper prints of final sketch plans must be submitted to HOA/Aesthetics Committee. After consideration thereof, the owner is required to submit full building plans to the local Authority. The necessary municipality building appreciation forms to be submitted with the working drawing submission. This also applies to future additions/ alterations to existing structures, which will have to fit in with the architectural style of the development.
- 4.2. A land surveyor's contour plan and a beacon certificate must be submitted with first drawings.

5. **Drawings required**

- 5.1. Sketch design - to include:
 - 5.1.1. 1:100 floor plans, sections and elevations
 - 5.1.2. Site contour plan to 1:200 scale complete with 500mm contour survey, all indigenous trees, indicating all site works, paving and the exact siting of the buildings. A clear indication shall be given of the exterior finishes and structure envisaged.
 - 5.1.3. Sun impact study: a site plan showing roof plans of all adjacent properties.
 - 5.1.4. This drawing should show the shadow projection of the proposed mass over the adjacent sites at the following times:
 - Midday mid-winter (21 June)
 - Midday Equinox (21 September)
- 5.2. Colour scheme. (To be specified)
- 5.3. Land Surveyors certificate
- 5.4. Building plans – to include:

- 5.4.1. Two sets of plans to a minimum scale of 1:100 complete with floor plans, sections, elevations, site works and levels. Fenestration, roofing (prescribed in Strandmeer), decks and outside work to be clearly indicated.
- 5.4.2. A detailed site plan showing position of trees, screen walls, the buildings and building lines.
 - All service installations i.e. water, sewer, and electrical to be indicated.
 - Sufficient structural details to be indicated complete with the design of the engineers if required.
 - Sufficient technical details as required for the approval of the Local Authority.
- 5.5. It is the client's Architect's responsibility to submit the drawings to the local authority for approval, once the approval of the Committee has been obtained. The approval of the design by the committee is in general terms and is subject to the approval of the Local Authority.
- 5.6. No plans will be signed off by the Home Owners Association until a deposit, the amount of which will be advised by the Managing Agents on application, is lodged in favour of Strandmeer HOA with the Managing Agents.
- 5.7. An amount, at the current applicable rates which will be advised by the Managing Agents, must be paid in favour of the Strandmeer HOA to the Managing Agents to cover the cost of the Consulting Architect's fee.
- 5.8. An amount, which will be advised by the Managing Agents, must be paid in favour of Strandmeer HOA to the Managing Agents as a contribution to the Road Maintenance Fund.

6. **Building Operations and Builders Code of Conduct – Strandmeer**

The Home Owners Association (HOA) of Strandmeer requires all owners and/or their agents and their contractors to peruse and sign the Building Regulations Document below. Such signature indicates acceptance of and agreement to abide by these rules. **No Building plans will be considered until the HOA is in possession of the building rules schedule and builder's code of conduct duly signed.**

Owners and/or their agents will at all times be held responsible for any breaches of the rules, whether by themselves, their contractors, sub-contractors or laborers.

Certain builders have been blacklisted by Strandmeer and owners are advised to check the registration / approval status of a proposed builder prior to signing any contracts. Failure to do so may result in the shareholder having to pay contractual damages. The HOA accepts no responsibility for any such damages.

7. **Builders code of conduct**

All contractors who wish to enter the Strandmeer Estate to perform construction work as defined in construction regulation 2014 shall comply with the Occupational Health and Safety Act 85 of 1993 and the Strandmeer Home Owners Design Guidelines.

For all new builds, contractors must also be registered as required in the “Housing Consumers Protection Measures Act 95 of 1998.”

Regulation 2014 and Act 85 covers the responsibilities of the contractor and Act 95 the various registrations required.

8. **Rules of engagement for builders in Strandmeer**

- 8.1. Any information required relating to water, sewerage disposal or electricity is obtainable from the Complex Supervisor, between the hours of 08h00 – 17h00, from Mon – Fri. In the case of vacant stands, this information must be supplied to the builder by the owner.
- 8.2. Building work must commence no earlier than 07h30 and must finish no later than 17h00.
- 8.3. There will be no working on the weekends without the written permission of the HOA. There will be no working on public holidays and between the 15th December and the 5th January.
- 8.4. Labourers who are not directly involved in the building operations are not permitted on the grounds of the complex under any circumstances. Contractors and sub- contractors may not be in the complex other than in the course of normal building operations, during permitted building hours.
- 8.5. All building activities must be conducted under the close supervision of the building contractor, and no unsupervised building activities will be allowed.
- 8.6. Electrical power for any alterations in Strandmeer, will be for the owners account. Under no circumstances will builders be allowed to draw from Strandmeer’s common power points.
- 8.7. Water supply: as per point 6 above.
- 8.8. Building activities are restricted to the site on which the building is taking place. No labourers or builders are permitted to take breaks on empty stands, in gardens, in the lagoon area or on the river bank.
- 8.9. Only accredited MBA or CIBD builders should be considered.
- 8.10. It is required that the builder only uses skilled labourers qualified for the trade, as quality building is required by Strandmeer.

- 8.11. Strandmeer is a holiday resort and it is therefore necessary at all time to leave the building site in an orderly and neat manner. All building waste must be removed on a weekly basis. A rubbish bin must be on the building site at all times.
- 8.12. The Management of Strandmeer accepts no responsibility for any building material or building tools left on site. No builders and staff will be allowed on site during weekends.
- 8.13. A builder shed must be erected on site, before any building or alterations can commence.
- 8.14. Adjacent sites cannot be used for building material or building tools, without the prior permission of the owner himself or the caretaker.
- 8.15. It is the responsibility of the builder to check and accept any deliveries made to the building site. (The Caretaker cannot be burdened with this responsibility).
- 8.16. To eliminate damage done to Strandmeer’s roads:
 - Trucks entering the complex may not be larger than six cubic meters;
 - No double axel trucks are allowed; and
 - A maximum of 3000 bricks per load is allowed. All damage to the roads will be for the owners account.
- 8.17. The maximum speed limit of 10 kilometres per hour must be adhered to at all times.
- 8.18. Owners undertaking any building activity in Strandmeer, will be required to provide an end date to the building activity. Should the building activity continue beyond the end date, the trustees of the HOA will be entitled to impose penalties, (to be deducted from the building deposit), at their discretion.

Your co-operation in this regard will be greatly appreciated.

Management of Strandmeer.

Proposed end date:

Signed: Owner..... Date

Signed: Builder..... Date

Definition of terms:

1. Coverage – means the area of an erf or site which is covered by building/s, expressed as a percentage of the area of the erf or site
2. Basement – basements are permitted on sloping stands and means that portion of the building, the finished floor level of which is at least two meters below a level halfway between the highest and lowest natural ground level immediately contiguous to the building.
3. Building line – means a line which demarcates one side of a building restriction area and which is at a fixed distance from a street boundary setback or any other boundary of an erf or portion of land, or defined as part of the land use in the by-laws.
4. Front Building Line – means a line on the river facing erven as defined on a plan titled “Strandmeer Setback Line – riverside properties”, reference number 981KBS-SB-LP2, dated July 2015, as attached to the regulations.
5. Building Regulations Document – means the builders code of conduct and rules of engagement for builders in Strandmeer, as contained in this document.
6. Local Authority – means the City Council of the Plettenberg Bay / Bitou municipality
7. Architect – means an architect registered with the South African Council for the Architectural profession
8. Aesthetics Committee – is a committee made up of two members of the HOA together with the Estate Architect.
9. Excom – means the executive committee constituted in terms of the provisions of the constitution of the HOA.
10. Estate Architect – means an architect appointed by the HOA to serve on the Aesthetics Committee.
11. HOA – means the Strandmeer Home Owners Association.
12. Strandmeer Estate – means the development of the subdivided portions of Portion 33 of the Farm known as Matjesfontein, N.R., 304 comprising erven, private roads and private open spaces.