



## **HOMEOWNERS ASSOCIATION: ARCHITECTURAL GUIDELINES.**

### **Annexure – “A”**

#### **1. INTRODUCTION**

- 1.1 The purpose of these Guidelines and Rules is to encourage individual creativity within a unity of materials and finishes so as to ensure that the overall development harmonises and to provide a high quality lifestyle for all the residents. The intentions of these guidelines are to protect this lifestyle, the present natural beauty, natural vegetation and the surroundings.
- 1.2 The Estate Rules, which may change from time to time, have been established in terms of the Memorandum and Articles of the Sable Hills Waterfront Estate Homeowners Association (HOA). They are binding upon all occupants in the Estate, as is any decision taken by the Directors in interpreting and exercising these rules.
- 1.3 The registered owners of properties are responsible for ensuring that members of their families, visitors, friends and all their employees, contractors and sub-contractors abide by these rules.
- 1.4 In respect of the interpretation of these rules, the decisions made by the Directors of the HOA and the Architectural Committee are binding.
- 1.5 These rules are subject to change from time to time by the Directors of the HOA and the Owner agrees to strictly comply therewith.
- 1.6 If the Architectural Guidelines are not adhered to a fine of R2 000.00 (TWO THOUSAND RAND) will be imposed and all construction will be suspended until the fine is paid and all guidelines are adhered to.
- 1.7 The Architectural Committee shall be composed of members appointed by the Directors of the HOA. The Architectural Committee shall have and exercise all powers, duties and responsibilities set out in these Guidelines and Rules.
- 1.8 In the event of annoyances or complaints, the parties involved should as far as possible settle the matter between themselves, exercising tolerance and consideration. When a problem cannot be resolved, the matter should be brought to the attention of the HOA for arbitration and settlement.

## **2. GENERAL ARCHITECTURAL GUIDELINES AND RULES**

- 2.1 Construction must commence on the main dwelling and outbuildings simultaneously and the Owner should proceed without lengthy interruptions and an occupation certificate must be handed in at the HOA office within twelve (12) months from the commencement date. If an occupation certificate is not handed in within this 12month period, a special levy of double the normal levy will be charged each month until an occupation certificate is handed in.
- 2.2 The natural surrounding area should inspire the architectural style of the Estate. The design of the dwellings and the stand should show sensitivity to the existing natural features, flora and topography. Permission is to be obtained from the Architectural Committee before any existing trees are removed. Trees with girth exceeding 300mm for proposed removal together with existing building on the adjacent plot are to be indicated on a Site Development plan before submitting the building plans. Surrounding structures on adjacent plots must be taken into account in terms of visibility and privacy. The HOA and the Architectural Committee shall ensure the protection of the natural assets in the Estate. Surrounding buildings and structures must be shown on site development plan.
- 2.3 The setting and location calls for a relaxed attitude towards the design, being in the bush with fantastic outdoor living opportunities. Open the houses up to the outside using the view and to the inside using courtyards, and design bush houses that are beautiful. See examples below.







- 2.4 Only Architects or Architectural Technologists registered with the South African Council for the Architectural Profession (SACAP) may submit drawings for developments within the Estate and all Engineers must be registered with the South African Institute of Civil Engineers (SAICE). Proof of registration must accompany all drawings submitted to the Architectural Committee for approval.
- 2.5 No stand may be subdivided or rezoned without approval from the HOA.
- 2.6 Stands may be consolidated, with the prior written permission of the Directors of the HOA, in which case the Owner will be liable for all costs related to the consolidation. The standard levy will be payable per title deed. Therefore, if stands are consolidated by the municipality into a single property, a single levy is payable.
- 2.7 Architects and Architectural Technologists must show sensitivity to the environment. Visual awareness and privacy must be taken into consideration; i.e. the living area of neighbours should not face each other and if so a screen of vegetation together with a boma type structure must be provided to ensure privacy. The Architectural Committee shall protect the seclusion of each home site from other sites
- 2.8 Windows and balconies especially to double storey houses should not overlook the living areas of surrounding neighbours.
- 2.9 Rainwater tanks, washing lines and compost areas must be indicated on the building plans and must be screened with screen-walls or fences. These must form an integrated part of the design.
- 2.10 Garages are intended for car storage only and shall not be converted to other uses, e.g. accommodation or offices, etc.
- 2.11 Outbuildings, “lap as” and any other future additions are to match existing buildings in all respects and plans must be submitted to the Architectural Committee for approval.
- 2.12 Caravan, boat or trailer carports must form an integral part of the overall design of the house and must be painted in matching colours (no white paint or exposed metal) Carport plans must be approved in writing by the HOA. Carports may not be erected in front of an existing garage, and must be on the side or behind the main structure.
- 2.13 No Wendy houses, portable pools, pre-fabricated structures, garden sheds, temporary structures, etc, will be permitted in the Estate without the prior written approval of the HOA. These structures may not be visible from the streets.
- 2.14 Aerials, satellite dishes, solar geysers, air conditioning units and other items which do not form part of the main structure should be shown on drawings.
- 2.15 Satellite dishes should not be visible where possible from the streets and adjoining plots.

- 2.16 Solar geysers may not be visible from the streets and adjoining plots. This means that unless the geyser can be hidden out of sight, only split type units may be installed (where the solar panels are installed on the roof and the geyser inside the roof).
- 2.17 Air conditioning units may not be visible from the streets and adjoining plots. This means that roof mounted units should be hidden and wall mounted units must be installed close to the ground where it will be hidden behind the boundary wall.
- 2.18 All exposed plumbing must be contained in vertical ducts with screened cover, and should be indicated on the plans and elevations for the Architectural Committee's approval.
- 2.19 Any exterior lighting should not within reason disturb the residences of other plots and must enhance the bushveld atmosphere. See the Outdoor Lighting Regulation - Annexure "E".
- 2.20 Yard, screen walls and fences must compliment the basic materials and design of the building. Any boundary walls and materials used will have to be submitted to the aesthetic committee for approval BEFORE erection. Boundary walls facing open plots must at least be bag-washed on the outside.
- 2.21 All Aventura house owners must submit plans and start upgrading of the building before 28 Feb 2011, failing which a penalty of R2000 per month will be levied.

### **3. GENERAL TOWN PLANNING CONTROLS**

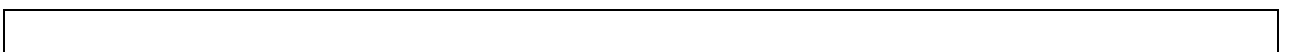
#### **3.1 COVERAGE:**

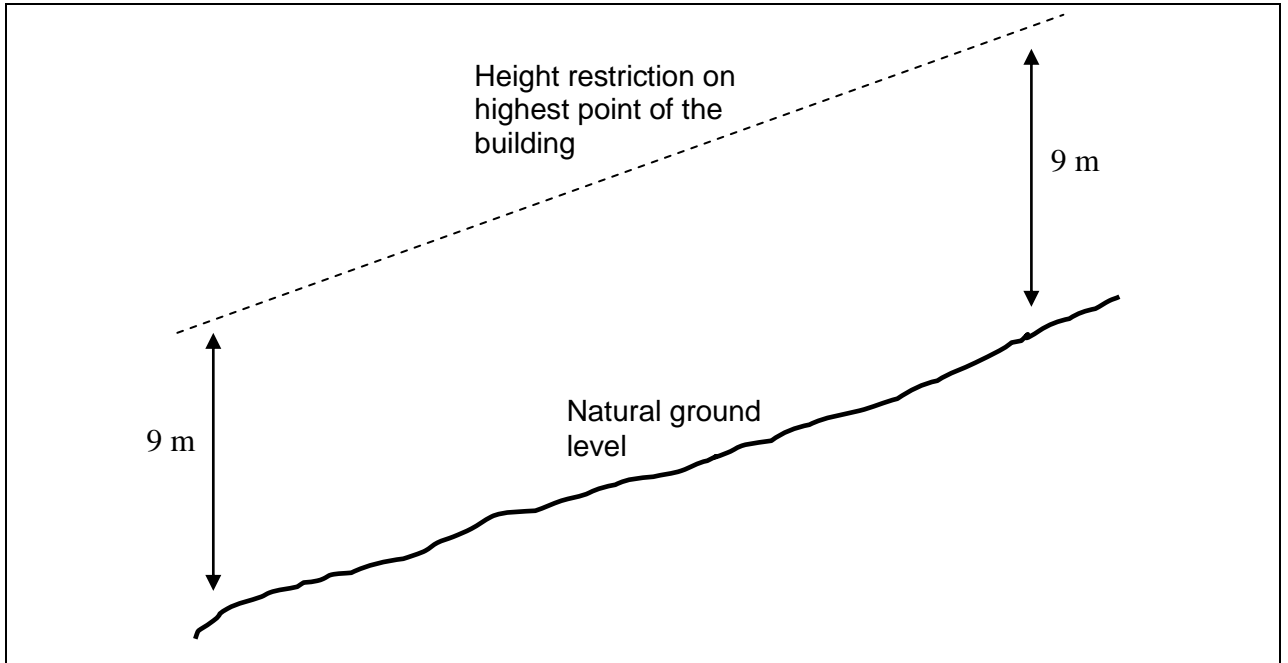
3.1.1 Maximum of one dwelling per stand. This pertains to consolidated stands as well.

3.1.2 Maximum coverage of no more than 50% of the property size. With regards to consolidated stands the maximum coverage will be based on the largest of the stands being consolidated.

#### **3.2 HEIGHT OF BUILDINGS:**

3.2.1 Maximum height may not be higher than nine (9) meters above the natural ground level of the stand. See illustration below.





### 3.3 SIZE OF BUILDINGS:

3.3.1 The minimum size of any house in the Estate should not be less than 220 m<sup>2</sup>, including garages and outbuildings.

3.3.2 The second story area may not be more than 70% of the coverage area.

### 3.4 BUILDING LINES:

3.4.1 Street Boundary - (3) three meters

3.4.2 Side Boundary - (2) two meters

3.4.3 Back Boundary - (2) two meters, except waterfront plots where a zero meter building line will be applicable on the waterfront boundary.

3.4.4 Relaxation of building lines may be considered by the HOA or Architectural Committee. A written application, providing a motivation with a site development plan indicating the proposed building line infringement, must be submitted for approval to the HOA or Architectural Committee. A fee of **R350-00** must be submitted to the HOA or Architectural Committee together with the application.

This fee will be reviewed from time to time.

### 3.5 EASEMENT:



3.5.1 Easement is granted to all emergency services, police, and the fire protection services, ambulance and all similar, to enter upon the streets and common areas in the performance of their duties. Easement is hereby granted to the maintenance personnel to enter in or across the common area of the Estate.

3.6 SERVICES:

3.6.1 No sewer, electrical lines, water lines, or other utilities may be installed or relocated, except as approved by the HOA.

3.7 TREATMENT OF STAND BOUNDARIES:

3.7.1 Garden fences and / or walls are strictly limited to the boundary of the stand, with prior approval from the HOA or the Architectural Committee.

3.8 SWIMMING POOLS:

3.8.1 Swimming pools must comply in all respects with Part-D, sub-section DD.4 of SABS 0400-1990.

3.8.2 A safety net or cover can substitute a fence, with the consent of the Local Authority.

3.8.3 No portable pools or diving boards will be permitted in the Estate.

3.8.4 The safety of private swimming pools is that of the respective owners.

3.8.5 All swimming pools must be located close to the house, designed as an integral part of the house/natural environment and must be screened from all roads and neighbouring stands.

3.9 BOREHOLES:

3.9.1 The sinking of bore holes will not be permitted in the Estate.

3.10 SERVITUDES:

3.10.1 All properties will be subject to two 2m servitudes on any two boundaries other than the street boundary, in favour of the HOA, for the purpose of existing or future services.

#### **4. GENERAL BUILDING MATERIAL GUIDELINES AND RULES**

4.1 GENERAL:

4.1.1 The character of the architecture must blend with the simplicity and rich earthen materials of Africa and will form the basis of Sable Hills Waterfront Estate's architectural language and guidelines.

4.1.2 It is characterised by its free-flowing plan shape, integrating the internal and external living spaces, changes in levels, roof forms and large overhangs, large areas of glazing and raised verandas and decks which float above the bushveld vegetation.

#### 4.2 SPECIFIC EXCLUSIONS AND GENERAL INCLUSIONS:

\*\*All materials and finishes will be subject to the discretion of the Architectural Committee

NO.	ELEMENT DESCRIPTION	SPECIFIC EXCLUSIONS	GENERAL INCLUSIONS
4.2.1	<b>Roof:</b> : Material	<ul style="list-style-type: none"> <li>Any materials other than those permitted under General Inclusions</li> <li>Highly reflective material</li> </ul>	<ul style="list-style-type: none"> <li>Thatch</li> <li>Tiles</li> <li>Flat roof</li> <li>Chroma deck sheeting profiles</li> </ul>
	<b>Roof:</b> : Colour	<ul style="list-style-type: none"> <li>All colours other than those under General Inclusions</li> <li>Bright colours</li> <li>Unpainted metal sheeting</li> </ul>	<ul style="list-style-type: none"> <li>Shades of grey</li> <li>Terracotta (tiles only)</li> <li>Earthen colours (browns)</li> </ul>
	<b>Roof:</b> : Forms & elements	<ul style="list-style-type: none"> <li>All roof pitches other than those under General Inclusions</li> <li>No exposed gutters</li> </ul>	<ul style="list-style-type: none"> <li>Thatch roof pitch - 35° - 45°</li> <li>Tile roof pitch - 17° - 30°</li> <li>Sheet profile roof pitch – 1° - 45°</li> <li>Large overhangs</li> <li>All forms and elements will be subject to the discretion of the Architectural Committee</li> </ul>
	<b>External walls:</b> : Material	<ul style="list-style-type: none"> <li>Ornate mouldings</li> <li>Highly reflective material</li> <li>Non-plastered stock bricks</li> <li>Any materials other than those permitted under General Inclusions</li> </ul>	<ul style="list-style-type: none"> <li>Face brick (maximum 70% of building)</li> <li>Smooth plaster and paint</li> <li>Bagged plaster and paint</li> <li>Plastered and painted bands</li> <li>Natural stone or stone cladding</li> <li>INCA STONE or similar quality artificial stone cladding (maximum 50% of building)</li> <li>Class II off-shutter concrete</li> </ul>
	<b>External walls:</b> : Colour	<ul style="list-style-type: none"> <li>Any colour other than those permitted under general inclusions</li> <li>Bright colours</li> <li>Paint effects</li> <li>Highly reflective materials</li> </ul>	<ul style="list-style-type: none"> <li>Face bricks from : Montana Travertine FBA Nevada Travertine FBX Fire Light Travertine FBX   Roan Travertine FBA Country Cottage Travertine FBA Bergendal Satin Blend FBS Firelight Satin FBX Roan Satin FBA Red Leaf Rustic FBS</li> <li>Paint must be natural earthen colours</li> <li>Natural stone</li> </ul>
	<b>External walls:</b> : Forms & elements		<ul style="list-style-type: none"> <li>All forms and elements will be subject to the discretion of the Architectural Committee</li> </ul>
NO.	ELEMENT DESCRIPTION	SPECIFIC EXCLUSIONS	GENERAL INCLUSIONS
4.2.3	<b>Windows &amp; Doors:</b>	<ul style="list-style-type: none"> <li>Pressed metal doors</li> </ul>	<ul style="list-style-type: none"> <li>Large glazed pane windows</li> </ul>

	: Material	<ul style="list-style-type: none"> <li>Tinted reflective glass</li> </ul>	<ul style="list-style-type: none"> <li>Cottage pane windows</li> <li>Hardwood / steel / aluminium</li> <li>WINBLOCK usage will be subject to the discretion of the Architectural Committee.</li> </ul>
	<b>Windows &amp; Doors:</b> : Colour	<ul style="list-style-type: none"> <li>Any other colour other than under General Inclusions</li> </ul>	<ul style="list-style-type: none"> <li>Natural coloured hardwood</li> <li>Anodised or powder coated aluminium to compliment wall finish</li> <li>Paint to compliment wall finish</li> </ul>
	<b>Windows &amp; Doors:</b> : Forms & Elements	<ul style="list-style-type: none"> <li>External burglar bars</li> </ul>	<ul style="list-style-type: none"> <li>All forms and elements will be subject to the discretion of the Architectural Committee</li> </ul>
<b>4.2.4</b>	<b>Verandas &amp; Decks:</b> : Materials	<ul style="list-style-type: none"> <li>Metal of any sorts</li> </ul>	<ul style="list-style-type: none"> <li>Natural hardwood</li> <li>Quarry tiles</li> <li>Or other approved</li> </ul>
	<b>Verandas &amp; Decks:</b> : Colours	<ul style="list-style-type: none"> <li>Any other colour other than those under General Inclusions</li> </ul>	<ul style="list-style-type: none"> <li>Consistent with the main structure</li> <li>Natural timber</li> </ul>
	<b>Verandas &amp; Decks:</b> : Forms & colours	<ul style="list-style-type: none"> <li>Excessive ornamentation</li> </ul>	<ul style="list-style-type: none"> <li>Deep overhangs</li> <li>Raised above the vegetation to encourage re-growth</li> <li>Balustrades to Architectural Committee's approval</li> </ul>
<b>4.2.5</b>	<b>Awnings:</b> : Materials	<ul style="list-style-type: none"> <li>Fibre glass sheeting</li> <li>Shade cloth</li> </ul>	<ul style="list-style-type: none"> <li>Lean-to-roof on timber posts and beams</li> <li>Canvas</li> <li>Chroma deck sheeting profiles</li> </ul>
	<b>Awnings:</b> : Colour	<ul style="list-style-type: none"> <li>Any primary colour or any other colour other than those under General Inclusions.</li> </ul>	<ul style="list-style-type: none"> <li>Darker shades of grey</li> <li>Terracotta</li> <li>Earthen colours</li> </ul>
	<b>Awnings:</b> : Forms & Elements	<ul style="list-style-type: none"> <li>Decorative awnings</li> </ul>	<ul style="list-style-type: none"> <li>All forms and elements will be subject to the discretion of the Architectural Committee</li> <li>Functional not decorative</li> </ul>
<b>4.2.6</b>	<b>Paving:</b> : Materials	<ul style="list-style-type: none"> <li>Concrete</li> <li>Tar</li> </ul>	<ul style="list-style-type: none"> <li>Clay pavers</li> <li>Timber / Sleepers</li> <li>Grass blocks</li> <li>Quarry tiles</li> <li>Loose gravel</li> </ul>
	<b>Paving:</b> : Colour	<ul style="list-style-type: none"> <li>Bright colours</li> <li>Black</li> </ul>	<ul style="list-style-type: none"> <li>Natural colours</li> </ul>
	<b>Paving:</b> : Forms & elements		<ul style="list-style-type: none"> <li>Paved driveway</li> <li>All forms and elements will be subject to the discretion of the Architectural Committee</li> </ul>

### 4.3 PROHIBITED MATERIALS AND FINISHES:

4.3.1 Any reflective material and glass.

4.3.2 No white paint or the like, to be used externally subject to the discretion of the Architectural Committee.

4.3.3 Unpainted raw cement plaster.

4.3.4 Pre-cast concrete walls or concrete palisade fencing.

- 4.3.5 Any security spikes or similar features.
- 4.3.6 Razor wire or any other security fencing material.
- 4.3.7 Exposed galvanised gutters and down pipes.
- 4.3.8 Unpainted metal garage doors.
- 4.3.9 Wood panel fencing.

## **5. ARCHITECTURAL REVIEW PROCESS**

- 5.1 Only Architects or Architectural Technologists registered with the South African Council for the Architectural Profession (SACAP) may submit drawings for development within Sable Hills Waterfront Estate and all Engineers must be registered with the S.A. Institute of Civil Engineers (SAICE).
- 5.2 Architects and Architectural Technologists may obtain all documentation and plans relevant to the plot from the Architectural Committee of the HOA or the Local Authority.
- 5.3 This document is considered supplementary to the National Building Regulations (N.B.R.) and cannot take precedence. Should any provision of this document be regarded as contrary to the N.B.R., then the N.B.R. shall supersede? Any variance to the N.B.R. or any other statutory requirements shall be brought to the attention of the Architectural Committee or the HOA.
- 5.4 This document is considered supplementary to the Local Authority requirements and cannot take precedence. Should any provision of this document be regarded as contrary to the Local Authority requirements, then the Local Authority requirements shall supersede. Any application for waivers of Local Authority requirements should meet first with the approval of the Architectural Committee or the HOA.
- 5.5 On approval of the working drawings, four sets of drawings [2 x Coloured & 2 x B&W] will be stamped with a HOA "Approved" stamp, three copies [1 x Coloured & 2 x B&W] will be returned to the Owner for submission to the Local Authority and one coloured set will be retained by the HOA for their records.
- 5.6 The Local Authority will not scrutinise any plans without the HOA "Approved" stamp.
- 5.7 The Architectural Committee act in an advisory capacity only and all comments are at the discretion of the HOA. To this extent each design will be treated on its own merits.

## 6. THE DRAWING SUBMISSION PROCEDURE

### 6.1 STEP – 1: INITIAL RESEARCH.

- 6.1.1 The Architect or Architectural Technologist should check the Architectural Guidelines..
- 6.1.2 The Architect or Architectural Technologist should visit the plot to familiarise him or herself with the topography, existing natural features, flora, existing services, location of existing buildings on adjacent plots, boundary beacons, etc.
- 6.1.3 The Architect or Architectural Technologist should visit the Local Authority to obtain any special requirements from them.
- 6.1.4 The Architect or Architectural Technologist should determine the position of dwelling on the stand and the position to be shown on the site development plan for approval by the HOA.

### 6.2 STEP – 2: SUBMISSION OF WORKING PLANS

- 6.2.1 The following copies of all drawings must be submitted to the HOA office:
  - Two full sets of coloured drawings
  - Two full sets of black and white drawings
- 6.2.1 Four full sets of working plans and The Site Development plan must be submitted to the HOA office.
- 6.2.2 All plans submitted must reflect the correct plot description & the name, addresses and contact numbers of the Owner, Architect / Architectural Technologist, Landscape Architect / Designer and Engineer.
- 6.2.3 The Site Development Plan should consist of the following:
  - a) Site Plan to scale 1:100.
  - b) One full coloured copy.
  - c) One black and white copy.
- 6.2.5 The following non-refundable fee must be submitted to the HOA office together with the four full sets of working plans. **TOTAL FEE: R3500.00.**

### 6.3 STEP – 3: APPROVAL OF FINAL WORKING DRAWINGS.

6.3.1 Plans will either be approved or referred for amendments and will be back at the HOA office on Wednesday 12h00 and all plan submitted must be at the HOA on Tuesday before 16h00.

6.3.2 Re-submission of plans will follow the same route as the original submission and a single re-submission fee of **R1000-00** must be paid together with the re-submitted plans. This fee will be reviewed annually and does not include VAT.

6.4.1 Approval of the Working Drawings, the 4 paper set of drawings will be stamped with a HOA "Approved" stamp and the Architect stamp. Four copies [2 x Coloured & 2 x B&W] will be returned to the Owner of the stand for submission to the Local Authority.

6.4.2 The Local Authority will not scrutinise or approve any plans for buildings in the Estate, without the HOA "approved" stamp on it.

6.5 STEP – 5: FINAL APPROVAL.

6.5.1 Once the Local Authority has approved the working drawings, the Owner must submit a copy thereof to the HOA Office.

6.5.2 No building activities will be allowed without a Local Authority approved plan in the possession of the HOA Office.

**SIGNED** at ..... on the ..... day of ..... **20**.....

.....  
**OWNER:**

.....  
**ARCHITECT or  
ARCHITECTURAL TECHNOLOGIST**