



ARCHITECTURAL DESIGN RULES

Version 2021

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1. INTRODUCTION

1.1 The controlling authority for the development is the ZAMBEZI COUNTRY ESTATE HOMEOWNERS ASSOCIATION (ZHOA) who will be responsible for the approval of all building plans.

1.2 The purpose of these design rules are to encourage individual creativity within a unity of materials and finishes ensuring that the overall development harmonises and creates a balanced lifestyle for all residents.

It is the aim of the ZHOA that the lifestyle reflected would represent that of South African Lifestyle and Culture, through the use of specific materials and details. To achieve this, architectural rules have been drawn up as far as the use of materials, walls and openings, the treatment of boundaries and the landscaping is concerned.

For the rest it is up to the individual architect to contribute to the successful execution of the developers aim and the supervising or controlling architects will also assist in attaining this goal.

1.3 The construction of new dwellings/improvements/additions must be completed according to the approved building plan within 12 months from the date the Building Project Clearance Certificate was issued for the commencement of the building activity. Should this not be adhered to, the ZHOA has the right to impose penalties on the levy account of the owner.

One of the three occupancy certificates issued by the City Council must be handed in with the ZHOA's Building Manager as well as copies of the following documents:

- the Engineer's certificates for the foundation, the slab and the roof,
- the gas certificate (if applicable),
- glass certificate,
- electrical compliance certificate and the
- plumbing certificate

before the Aesthetical Occupancy Certificate by the HOA will be issued or the building deposit will be refunded.

1.4 The design of the dwelling unit and the entire stand must show sensitivity to the existing natural features, flora and topography. Permission must be obtained from the ZHOA before existing trees are removed and all existing trees are to be shown on the site plan. Surrounding structures must be taken into account in the designing process.

1.5 The owner must engage the services of a registered architect or architectural designer. Further it is advisable that the chosen architect or architectural designer consult with the ZHOA Aesthetical Committee, prior to the designing of the proposed house in order to determine the intent of the design parameters as set for development. Also see paragraph 9.3.4 below.

- 1.6 No erf shall be subdivided or rezoned.
- 1.7 Consolidated erven shall pay levies on the original number of erven, but can never sub-divide again.
- 1.8 Only one family and one family dwelling per erf on this residential Estate is permitted. Granny flats are permitted for granny-like persons. Boarding or lodging houses, Guesthouses or renting for commercial purposes is not permitted on Zambezi Country Estate.
- 1.9 Elevation treatment of all buildings must conform to good architecture as not to interfere with or detract from the general appearance of the neighbourhood.

2. TOWN PLANNING CONTROLS

2.1 COVERAGE

- 2.1.1 Maximum of **one dwelling per erf**. – An additional granny flat of maximum 50m² will be allowed on erven larger than 1000m², provided that all the necessary approvals have been obtained from the applicable local council.
- 2.1.2 Maximum height – **two storeys** (excluding attic and cellar).
- 2.1.3 Single storey dwellings – maximum coverage allowed will be **50%**.
- 2.1.4 Double storey dwellings – the ground floor coverage of double storey dwellings shall not exceed **50%** of the area of the stand.
- 2.1.5 The first-floor plan shall not exceed **75%** of the area of ground floor plan.
- 2.1.6 No dwelling may be smaller than **200m²** including garages and outbuildings.
- 2.1.7 **The maximum double to single relationship may not be exceeded on any new buildings.** If additions commence after any approval of building plans and/or building work has been done and the additions exceeded the 75%, the following once-off penalty, on a sliding scale, will be imposed on the levy account of the owner automatically:
 - For a 1% exceeding – no penalty.
 - For a 2% exceeding – no penalty.
 - For a 3% exceeding – R3000,00 penalty.
 - For a 4% exceeding – R4000,00 penalty.
 - For a 5% exceeding – R5000,00 penalty.
 - For a 6% exceeding – R6000,00 penalty, etc.

2.2 BUILDING LINES

- 2.2.1 Single Storey Dwellings:
 - Street Boundary: 5 meters from the street boundaries except uncovered "patios", verandas and porches that may be 3 meters from the street boundary;
 - Side Boundary: 2 meters from each side boundary;

Southern Boundary: 3 meter
Erf size of larger than 700 m2:
3 meters.

- 2.2.2** Double Storey Dwellings:
Street Boundary: 5 meters from the street boundaries;
Side Boundary: 3 meters from each side boundary;
Southern Boundary: 4 meter
- 2.2.3** Thatch Roof Dwellings:
Street Boundary: 5 meters from the street boundaries;
Other Boundaries: 4,5 meters from each side boundary and
back boundary
- 2.2.4** In case of a side or back boundary, bordering onto an open
space/green area, the following building lines will apply:
Single Storey Dwelling: 3 meters from the open
space/green area;
Double Storey Dwelling: 4.5 meters from the open
space/green area;
Thatch Roof Dwelling: 4.5 meters from the open
space/green area.
- 2.2.5** In the case of corner stands, stands bordering on 2 (two) or
more street boundaries, stands bordering on 2 (two) or more
green areas or stands bordering on street boundaries and 2
(two) or more green areas, application can be made for a
relaxation up to 3,0 metres. Relaxation will only be allowed
for 1 (one) of these boundaries in the sole discretion of the
ZHOA and the Aesthetical Committee.
- 2.2.6** No application for relaxation of any of the side or Southern
boundaries (bordering on a neighbouring stand) will be
considered by the ZHOA.

3. TREATMENT OF STAND BOUNDARIES

It is appreciated that the diverse nature of single residential neighbourhoods will lead to a variety of treatments to the street boundary.

3.1 STREET BOUNDARY

The street boundary should preferably be open or be enclosed with a palisade type fence with or without brick pillars to a maximum height of 2.1 meters. If the boundary contains a solid wall of whatever kind for the sake of privacy then the solid wall may not exceed 50% of the total length of the street side boundary wall.

For corner stands the solid boundary wall may not exceed 75% of the total length of the two street side boundary walls – 25% must be open or filled with palisades.

3.2 SIDE SPACE

The side walls between properties may be a maximum of 2.1 meters high over the entire extent of the boundary.

All boundaries bordering onto parks and storm water green belts will be handled in the same way as the street boundaries as mentioned under rule 3.1

4. BUILDING DESIGN RULES

- 4.1 All plans should be prepared by a Registered Architect or a registered Architectural Designer and submitted for approval to the Aesthetical Committee of the Homeowners' Association nominated by the ZHOA (See item 9 Building Plan Submission). Only after this approval has been obtained, the plans can be submitted to the local authority. It is the owner's responsibility to ensure that all plans are submitted and approved by both authorities prior to construction.
- 4.2 The privacy of surrounding properties must always be considered.
- 4.3 No staff accommodation must be nearer to the street than the main building unless contained under the same roof or integrated into the overall design and the entrance must be screened off by a 1.8 meter wall or open up into drying yard.
- 4.5 Outbuildings, Granny Flats and additions must match the original building design in style, elevation and material usage and form an integral part of the design.
- 4.6 Washing lines and refuse areas **may not be visible from street view or from public areas and must be screened off with** a 2,1 m wall of the same material as the external finishes of the house. **Washing lines are not to protrude above the 2,1 m screen wall.**
- 4.7 **Dog kennels, caravans, boats or trailers** must be placed / parked under approved undercover parking and must not be visible from street view. It must be screened off by means of a solid gate or garage doors from street view.
- 4.8 No **pre-fabricated garden sheds or "Wendy houses" or similar** will be allowed on the Estate without the prior written approval by the HOA and if approved it must be positioned within the building lines of the erf and may not be visible from the street or public areas. The roof must be of colour coded chromadec material.
- 4.9 No **shade netting** may be used for carports or any other coverage.
- 4.10 **Solar heating panels**, if used, should be incorporated into the building and form part of the basic structure and should be clearly shown and annotated on the approval plans. All down pipes must match the colour

of the wall to which it is fixed. The tank of the solar geyser must preferably inside the roof and not visible from street view.

4.11 Awnings, TV aerials, air-conditioning units, satellite dishes, and other items, which do not form part of the basic structure, are to be clearly shown and annotated on the approval plans. **If the positioning of the aforementioned can't be shown at the time of the lodging or approval of the drawings or building plans then the written consent of the ZHOA must be obtained after the approval of the drawings and plans** but before the aforementioned are attached to the basic structure. No **air-conditioning units** to be installed higher than **1,8 m** above natural ground level.

4.12 Exposed plumbing must be limited as far as possible, provided that plumbing of double storey dwellings shall at all times be screened. No sewer pipes may be visible from street view.

4.13 Carports & Lean-to's:

4.13.1 All carports to be approved by the HOA. Only after approval of a proposed carport, the plans can be designed and also approved by the City Council.

4.13.2 Size of uprights to be minimum of 75mm square tubing. Lipped channel cross support must accommodate roof sheeting.

4.13.3 The fascia on all carports to be the same type of fascia as that of louver deck fascia.

4.13.4 All uprights have to be clad, or face brick or plaster & paint footings to be built to comply with the aesthetic of the building or uprights to be softened by two wooden sides attached to each upright. (To match dwelling).

4.13.5 The prescribed building deposit is payable.

4.13.6 Neighbour signature must be obtained for all carports & lean-to's against the boundary.

4.14 No deviations from the approved plans will be permitted unless the deviation is resubmitted and approved in writing prior to construction.

5. APPROVED BUILDING MATERIALS AND DESIGN STYLES

5.1 COVERINGS

The following roof coverings will be allowed:

- Approved Metal Sheeting (Chromadec)
- All concrete roof tiles
- Slate roof tiles
- Flat concrete roof with non-reflecting finish
- Thatch roofs
- Translucent sheeting IBR clear or opaque
- Polyurethane sheeting.

All roof colours must be natural colours, Dark Grey or Charcoal, and approved by the Aesthetical Committee. The roof sheeting must be of "Chromadec" material and colour coded.

No un-painted or non-colour coded galvanized roof coverage or gutters, drainpipes, solar panel pipes, exposed sewerage pipes, etc. will be permitted.

All exposed gutters, rainwater storage facilities, water tanks and equipment, solar geyser pipes, solar pool panel pipes, sewerage pipes, etc. must be painted to match the colour of the exterior building walls.

All carport, lean-to or similar roofs must have gutters and down pipes to channel storm water. Storm water or rainwater from roofs may not fall or drop onto neighbouring stands (Municipal law).

5.2 STRUCTURAL WALLS AND SCREEN WALLS

- Walls may be face brick, plastered or bagged, but colours must be submitted for approval.
- Whenever changes are to be made to exterior colours of a house, it must be approved by the Aesthetical Committee beforehand.
- Face bricks to be used must be of a red stone colour or autumn range of colour and samples must be approved by the Aesthetical Committee before any paint work is undertaken.
- Natural stone and other stone will be permitted but samples must be approved by the Aesthetical Committee beforehand.
- Selected semi-face bricks with autumn colours must be approved by the Aesthetical Committee.
- All screen walls on a stand must be completed and finished on both sides.
- All building materials must always be approved by the Aesthetical Committee.

5.3 ARCHITECTURAL ELEMENTS AND DETAILS TO BE USED

The following very typical elements could be used but in a modern application:

- Exposed natural stone columns and chimneys
- Natural stone gateways and walls
- Natural stone plinths and wall panels
- Decorative timber handrails
- Exposed timber trusses

5.4. PROHIBITED BUILDING MATERIAL

To allow for diversity and interest, a variety of individual architectural designs and building combinations will be encouraged. In principal, no limitations are placed on building materials other than the following items:

- Unpainted plaster (except cement oxide or if shown on approved elevations)
- Wood panel fencing
- Razor wire
- Asbestos

6. PAVING AND LANDSCAPING

- 6.1** Landscaping on sidewalks must be undertaken within the integrated landscape language of the Zambezi Country Estate. Sidewalks/pavements/road reserve don't form part of a residential stand but is the servitude of the City Council. No concrete/brick construction works are to be done on sidewalks/pavements/road reserves in any form.
- 6.2** The landscaping theme of The Zambezi Country Estate is to be encouraged in the use of indigenous trees and plants.
- 6.3** All driveways must be paved. No imprint concrete or concrete paving is allowed on the Estate. Preference will be given to clay brick paving, coloured interlocking or cobble stone. The paved sidewalk must get priority over the driveways and may not be removed.
- 6.4** The use of hedgerows is recommended and the planting of indigenous trees and shrubs is encouraged where possible. Trees to be planted in the road reserve must follow the guidelines set for that street.
- 6.5** Planting of hedgerows is also encouraged where palisade fencing is used.
- 6.6** No trees, plants or sidewalk lawn may be removed without prior approval of the ZHOA.
- 6.7** No shrubs, trees, flowers or plants may be planted on sidewalks without prior written approval by the ZHOA.

7. CONSTRUCTION ACTIVITIES

As the building within the residential estate will be constructed over a considerable time period, the following rules have been formulated to the benefit of residents:

- 7.1** All building materials are to be stored within the site boundary; no material is to be off-loaded onto the road or road reserve/sidewalk/pavement.
- 7.2** No advertising or sub-contractor's boards will be permitted. Only the approved main building contractor's professional builders' information board will be permitted.

- 7.3** No workmen will be permitted on site between 18H00 and 06H00. With prior arrangement with the ZHOA, a night watchman may be permitted to remain on site to safeguard building materials.
- 7.4** All contractors must provide screened ablution facilities for the workmen and sub-contractors under his control and according to the prescribed rules of the Estate.
- 7.5** Construction hours are restricted from 06H00 to 18H00 Monday to Friday and 07H00 to 15H00 on Saturdays. No construction activity is to take place on Public Holidays or Sundays.
- 7.6** Delivery routes and hours may be redefined from time to time by the ZHOA and all contractors are to obtain these restrictions from the HOA Management. A separate entrance specifically for construction vehicles to the Estate must be used by all construction vehicles during working hours.
- 7.7** Fines and spot fines may be levied from time to time by the ZHOA for contractors and delivery vehicles that spill material on the tar road, damage roadways and kerbs, stain tarmac and generally create nuisance within the estate.
- 7.8** During the approval of the building plans at the Controlling Architect, owners have to sign the sample sheet as proof of agreement regarding the external colours of their house, the paint code and number must be reflected, the type and colour of the driveway paving, roof colour and type, colour and type of bricks as well as the type of roof tiles.
- 7.9 Colour of paint on the exterior of houses.**
House walls and street side boundary walls must be well painted and well maintained at all times.

All external colours on a house must be **earthy soil/ground colours** as determined by the Aesthetical Committee.

Colours prohibited are all shades of blue, green, yellow, red, purple, pink, orange. Clarity on all colours must be obtained from the Aesthetical Committee of the Estate, the Building Manager in person.

The compliment/accent/secondary colours on the exterior structural facets of a home must be within reasonable acceptance of the Aesthetical Committee and be approved by the Aesthetical Committee before the paintwork is done.

All contractors and workers must be registered for finger access to the Estate.

Re-paint of residential houses:

For the re-paint of the exterior of a house the owner and the contractor must therefore attend a project interview with the Building Manager of

the Estate for the project to be registered and all agreements and contracts to be signed.

Samples of the colours to be painted must be submitted to the Building Manager beforehand. The colours to be painted must first be approved by the Aesthetical Committee according to a set criteria and before the paint can be applied to the exterior of the house. The sample of the proposed new colours together with the name of the manufacturer and the colour codes must be submitted. Copies of the plan of the house (site plan and elevations) indicating where which colour will be painted must also be submitted.

Inspections on the external colours of a house will be done by the Building Manager from time to time. The final approved colours must be signed off by the Building Manager of the Estate on behalf of the Aesthetical Committee.

All contractors and workers must be registered for finger access to the Estate.

Paint of newly built houses:

For a new house the inspection will be carried out according to the signed sample sheet approved by the Aesthetical Committee and the owner during the approval of the building plans by the Controlling Architect and Aesthetical Committee. Negligence to this rule will lead to the imposition of penalties. Colours will be approved according to the set criteria for exterior paint work.

A sample block of one square meter of each external colour must also be painted on an outside wall before the inspection can take place.

Inspections on the external colours of a house will be done by the Building Manager on a continuous basis.

The final approved colours must be signed off by the Building Manager of the Estate on behalf of the Aesthetical Committee.

The owner of the house and/or his building contractor has to arrange such final inspections with the Building Manager.

7.10 Water tanks.

All water tank colours must be natural colours (to match dwelling), Dark Grey or Charcoal, and approved by the Aesthetical Committee.

7.11 Projects on residential stands.

All projects on residential stands (swimming pools, additions, carports, lean-to's, fishponds, maintenance, renovations, paintwork, decks, louvre roofs, etc.) must be registered with the HOA before any project is conducted. The owner and the contractor must attend a project interview with the Building Manager of the Estate beforehand for the project to be registered. Contractors and workers must be registered for finger access to the Estate. For some projects approval from the City Council is needed. The procedures of the HOA have to be followed at all times.

Penalty for breaching Rule 7:

R2500,00 per contravention and R500,00 per day.

8. GENERAL

- 8.1** The developer will eventually secure the entire township and provide secured gate control. Because building activities will take place, owners must ensure that their residences are properly secured at all times. Residential security is the responsibility of the owners themselves. Only families are permitted on residential homes. The rules of the Estate doesn't permit any form of guesthouses or boarding houses or alike. For this reason, multiple families or boarders are not permitted on the Estate. Only one family per residential house, per erf, can also be registered on the electronic residential system of the Estate.
- 8.2** The homeowner or his Architect discuss his proposed design concept with the Aesthetical Committee at an early stage or before any changes are planned.
- 8.3** No private boreholes will be allowed, other than the existing boreholes in the township to feed all the water features.
- 8.4** The City Council will be responsible for the maintenance of the streets, streetlights and road signs.
- 8.5** The day to day running of the estate will be managed by the HOA. Building manager can be contacted on 012 548 4388 / 071 670 1051 or by email at building2@zambeziestate.co.za for all building related queries. The financial management of the Estate will be done by Trafalgar Management. All queries regarding levies or any financial enquiry relating to the running of the estate must be directed to Trafalgar. **Tel No: 012 326 5963**

8.6 Boundary walls

- 8.6.1** Should adjacent neighbours agree, the boundary wall and it's foundation could be centred on the boundary line. In this case the owners will share the costs and agree upon the finishes/appearance on the different sides.

Neighbours should be contacted if this route is to be followed. The HOA as well as the City Council will require such signed consent by the neighbour.

- 8.6.2** Alternatively the wall and its foundation should be built on the owner' own stand; the neighbour's side can be left unfinished but neat. The Estate Management will do an inspection to approve the boundary wall.

A neighbour can only apply his/her own finishing to this wall, if he/she agrees to contribute to the cost of the original wall with the adjacent owner who built the wall

originally. This is done on the basis of a gentleman's agreement. Should owners not reach an agreement, each party has to build his/her own wall on his/her own property.

8.6.3 Filling up, landfill and the levelling of garden soil:

The filling up of the level of garden soil surfaces against freestanding boundary walls is not permitted. A separate brick wall called a *retaining wall* has to be erected 500mm away from a freestanding boundary wall also with its own foundation. The erected retaining wall must be the same height as the proposed new landfill level. The owner of the landfill must ensure that the new height of the boundary wall on his/her side is 1.8m as from the new soil surface level and is responsible for all the costs related to the higher boundary wall. To build a retaining wall, an engineer must be appointed to approve it on site. Plans must also be submitted.

8.7 BALCONIES

8.7.1 Balconies / protruding balconies on the northern side of the house will be allowed only on the condition that the balcony stop 1 meter short of the end of the structure on the Western and Eastern side and does not interfere with the privacy of the neighbour on the northern side. It is the sole discretion of the HOA's Aesthetical Committee to approve or not approve the position of a Northern Balcony.

8.7.2 Balconies on the Eastern and Western side will only be allowed with the consent of the HOA's Aesthetical Committee and on the condition that the consent of the adjacent neighbour is obtained.

All plans with balconies facing East or West will be referred to the HOA's Aesthetical Committee for approval.

8.7.3 No balconies are allowed on the southern side of a house.

8.7.4 No swimming pools are allowed on the southern side of a house. City Council approved plans must be submitted to the HOA for all swimming pools.

8.7.5 All lean-to's & carports to have City Council approved plans and submitted to the HOA.

8.8 Energy Efficient Design Regulation: SANS10400XA

According to this new regulation, which came into effect on 10 November 2011, the orientation and shading of a house should comply with the requirements of SANS 204. (Paragraph 4.2 clause 4.2.1 (b)).

SANS 204 (paragraph 4.2) refers:

- " Buildings should be orientated approximately true north."*
- " Living spaces should be arranged so that the rooms where people spend most of their hours are located on the northern side of the unit. Uninhabited rooms such as bathrooms and storerooms can be used to screen unwanted western sun or to prevent heat loss on the South Facing facade. Living rooms should ideally be placed on the Northern side"*
- " The longer axis of the dwelling should be orientated so that it runs as near East/West as possible".*

9. BUILDING PLAN SUBMISSION

The following must be adhered to before building plans will be considered for inspection:

9.1 PLAN APPROVAL FEE

- 9.1.1** A plan approval fee of R4 000-00 per erven is payable to the ZHOA Architects on submission of plans to their offices.
- 9.1.2** Third time plans are submitted for consideration due to amendments to previously submitted plans and additional R2 000-00 plan fee will be payable.
- 9.1.3** If more than one site inspection has to be undertaken to monitor building events an additional site inspection fee of R500-00 will be payable in respect of each such inspection.
- 9.1.4** Submission fee for amended plans will be R1000-00 and for additions to an existing house will be R2000-00. All fees are payable to the ZHOA Architects on submission to their offices.
- 9.1.5** Submission fees for additions and alterations.
Minor: Less than 10m² is R1000-00 (as well as boma's & new pools)
Medium: Between 10m² and 40 m² is R2000.00.
Major: Greater than 40m² is R4000.00.

Plan approval fee should be paid before submission of plan & proof of payment submitted with plans. Payments should be made to:

Banking institution: Standard Bank
Account holder: Trafalgar Property Management
Account number: 270739335
Branch code: 020909
Your reference number: Levy Account reference / Plan Review fee

9.2 BUILDING DEPOSITS

- 9.2.1** A non-refundable Construction Registration Fee of R6'000,00 (non-refundable) for new houses / Residential Project deposit of R6'000,00 (R5'000,00 refundable). Residential project deposit of R6 000-00 (of which R5 000-00 is refundable) must be paid to ZHOA, simultaneously with the submission of the building plan, and will be held in trust (interest free) pending completion of the building works and the issuing of an occupation certificates. Plans will only be approved once this payment is made in full.
- 9.2.2** The refundable deposit will be used if there is a breach on non-performance to remove rubble or make good any damage caused by the owner, contractor or sub-contractors or suppliers, including kerbing, landscaping, community services, roads, irrigation etc. and for any outstanding fines or spot fines.
- 9.2.3** The building performance deposit can be released on submission to the managing agent of a Local Authority's Certificate of Completion and Occupancy and shall be refunded after ZHOA has done a successful Aesthetical Occupancy Inspection and certified that the erf and surrounding area has been properly restored.
- 9.2.4** The ZHOA reserves the right to forfeit the deposit and claim any additional amount from the owner if the above is not fully adhered to.
- 9.2.5** Proof of the payment of the full building deposit (R6000,00) must be handed in with the Controlling Architect before the plans will be approved by the Aesthetical Committee.
- 9.2.6** Building deposits are payable for all carports, additions, swimming pools, renovations, lean-to's, louvre roofs, all construction related work, etc.
- 9.2.7** City Council approved plans must be submitted to the HOA for: additions, carports, swimming pools, lean-to's, renovations, louvre roofs, all construction related work, etc.
- 9.2.8** Building deposits are not payable for: fishponds, exterior paint work, ordinary maintenance, paving, electrical work.

9.3 SUBMISSION OF PLANS

- 9.3.1** First Submission: Electronic version (PDF Format) with Annexures to: admin@zambeziestate.co.za and

indicate the stand number and “**Building Plan**” in the subject line of email.

e.g., 9999_Building Plan_1st Submission

9.3.2 Final Submission: 4 sets of drawings signed by all the relevant parties involved.

9.3.3 All plans necessary for City Council approval must be submitted together with an extra rendered paper copy to be kept for record purposes by the ZHOA. Plan approval fees charged by the City of Tshwane Metropolitan Municipality are for the owner’s account.

9.3.4 The following items must *inter alia* be on the plans:

- Area of dwelling including patios and outbuildings.
- Area of the Stand.
- Coverage (%) & Floor Space Ratio.
- The percentage of first floor **relating** to ground floor.
- All external finishes including a colour specification on a sample sheet. One elevation to be coloured accordingly.
- Boundary wall/fence details, elevation of street wall and a note that the wall will be completed and finished on both sides.
- Drainage and how it is concealed. A note on the plans that the drainage on single storey level will be painted to match the colour of the house.
- Coloured site plan to scale 1:200 with the footprint (not plan) of the house showing:
 1. Single and double storey areas differently hatched / outlines and indicated.
 2. Street, Single storey as well as Double storey building lines.
 3. The width of the driveways, the paving to be used and a note to indicate that there is no obstruction to the entrance/exit.
 4. The height of existing and new walls and a note that new wall will be completed and finished on both sides.
 5. The distance of the sewer connection to the nearest boundary and the depth of the connection as indicated on the connection slip.
 6. All distances of all structures/swimming pools to the boundary (show perpendicular), as well as all distances between structures /pools.
 7. Erf dimensions, adjacent stand numbers and park / walkway areas.
 8. Kitchen yard with washing line screened. Please note that all walls shown on plans must be built before a clearance certificate will be issued.
 9. All boundary walls to be shown on site plan & a section, elevation & detail must be on plans.
 10. Outside toilets to have either a screen wall or the door to have a self-closing arm.

11. All building sites to be screened before building may commence.

- The signatures of both the Owner and Architect. An original Power of Attorney to be provided if the owner has not signed the plans.

9.3.5 A Professional Structural Engineer must be appointed and sign on the plans prior to approval by the Aesthetical Committee.

9.3.6 A copy of the current NHBRC Registration Certificate issued to the appointed Builder as well as the NHBRC Enrolment Certificate, must be submitted to the Building Manager of the HOA prior to commencing with any building activities.

9.3.7 A signed Annexure A to be submitted to the HOA prior to approval of plans.

NB: A checklist and application form is to be obtained from the controlling architect before submitting the plans. Please complete the application form in full before submission.

9.3.8 All plans must be submitted during office hours to HOA Offices. First Electronic version (PDF) should be emailed to admin@zambeziestate.co.za

- Mon-Thu 08h00 – 16h00; and
- Fri 08h00 – 13h00

Plans will be reviewed during office hours:

- Tuesdays 08h00 – 12h00.

The Zambezi Homeowners Association reserves the right to change the plan submission procedure/rules at any stage.

10 SAFETY FILES & SAFETY CERTIFICATES.

According to the **Occupational Health & Safety Act, Act 85 of 1993 (Regulation #5)**, the owner of a stand for whom construction work is performed is the “*client*” by the Act and is responsible and accountable for the safety of all workers on his stand during a building period.

For this reason, the owner is financially responsible for the Safety File system that will be applicable to the building project on the building site and all the inspections related to the site’s safety.

The owner must appoint a Safety Officer from the list of the accredited safety officers of the Estate.

The appointed Safety Officer compiles the Safety Files on behalf of the owner (client) or assess the correct self-designed safety file by the owner in order to issue the Safety Certificate that must be handed in with the HOA's Building Manager.

The Safety File system is the property of the owner although the main building contractor, who is the principal contractor by Act, will manage the Safety File system during the course of the building project.

The set of Safety Files must be handed back by the main building contractor to the owner (client) on the day of the successful Aesthetical Occupancy Inspection that is done by the HOA's Building Manager.

The owner must keep the set of Safety Files secured at all times.

11 THE LATEST VERSION OF THESE RULES.

The latest version of these rules will always be regarded as the applicable version.

12. Annexure A to the Architectural Design Rules

ACKNOWLEDGEMENT BINDING ON ALL OWNERS

The owner and his/her contractor and sub-contractors will be bound by these Architectural Rules and any amendments thereto from time to time, and no elevation or relaxation will be permitted without the prior written approval by the ZHOA.

In the case where the property is sold or leased, the seller or lesser must ensure that the buyer or lessee receives a copy of these rules and which is binding on the buyer or lessee at all times.

| | |
|--|--|
| STAND NUMBER: | |
| OWNER'S INITIALS & SURNAME: | |
| CONTACTING DETAILS: | |
| OWNER'S SIGNATURE: | |
| DATE SIGNED: | |
| ARCHITECT: | |
| DATE SIGNED: | |