



# Architectural Guidelines

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## **2.1 PROCEDURE TO BE FOLLOWED FOR THE APPROVAL OF BUILDING PLANS [also applicable to future additions & alterations]**

### **2.1.5 THE APPROVAL PROCESS**

A three stage building plan approval will be employed in order to ensure that aesthetic and functional standards are maintained in Caribbean Beach Club.

#### **2.1.1.1 STAGE 1**

Site development plans, and sketches of both the proposed floor plans and the elevations of the buildings shall be submitted to the CBCHOA for its consideration of the conceptual design principles at its regular meeting. The stage 1 plans shall be accompanied by a building deposit of R1,500.00

#### **2.1.1.2 STAGE 2**

Detailed design drawing shall be prepared so as to comply with the conditions of approval issued by the CBCHOA in respect of Stage 1 plans. These Stage 2 drawings shall also be submitted to the CBCHOA for its consideration. Where alterations or amendments are required these too shall be shown on revised drawings.

#### **2.1.1.3 STAGE 3**

After detailed drawings have been approved by CBCHOA the approved drawings shall be submitted by the owner to the Madibeng Local Authority for its considerations.

**2.1.1.4** On receipt of the Madibeng Local Authority's approval of their building plans, applicants may proceed with the construction of the building in accordance with the building by-laws, standard building regulations and approved building plans, and after completion and the security procedures required for each builder.

### **2.1.6 SUBMISSION OF BUILDING PLANS:**

Building plans should be submitted to the CBCHOA and be accompanied by a cheque for R1,500.00 made out to the CBCHOA in respect of scrutiny fees, Water & Electricity Connection fees, Electricity and Sidewalk deposits. After approval by the CBCHOA and its architect they should be submitted to the Building Control Officer of the Madibeng Local Authority.

### **2.1.7 SIDEWALK DEPOSITS:**

2.3.1. As mentioned above, a deposit of R1,500.00 shall be paid by each applicant to cover costs or re-instating public sidewalks where the owner / building contractor failed to:

- Replant grass and/or trees damaged or destroyed during building operation; and/or
- Remove rubble or rubbish left on the sidewalks or adjoining vacant erven.

Owners are respectfully requested to ensure that building operations are organized so as to eliminate the unsightly dumping of material on the sidewalk.

The sidewalk deposit or utilized portion thereof will be refunded to the applicant upon request to the CBCHOA on completion of the building construction and when not required to

cover cost of items 2.1.3.1 & 2.1.3.2, and after receipt by the CBCHOA of a certificate of the architect or person who prepared the plans confirming that the house "as built" is in accordance with the plans approved by the CBCHOA.

<b><u>Summary of Fees and Deposits:</u></b> Water & electricity connection fee	R2,200.00
Electrical Deposit	R1,000.00
Sidewalk Deposit	R10,000.00
Scrutiny Fee	<u>R1,500.00</u>
	<b>R14,700.00</b>

#### 2.1.8 COPIES REQUIRED:

Two copies of the sketch plans and four copies of the working drawings shall be submitted to the CBCHOA for approval. One copy will be retained by the CBCHOA for its records, and the other three returned with a stamped approval and/or comments to the applicant for submission to Madibeng Local Authority.

**Note:** Once the plans have been approved by the Madibeng Local Authority, a copy of the signed approval certificate is to be lodged with the CBCHOA.

#### 2.1.5 INFORMATION TO BE PROVIDED ON DRAWINGS SUBMITTED FOR STAGE 1 APPROVAL:

##### 2.1.5.1 Site development plans

- Parking areas [visitors, open & covered parking];
- Open spaces [e.g. laundry yards, private gardens and landscaped areas];
- Existing trees;
- Siting of all buildings [different buildings must be easily identifiable];
- Contours showing the Natural Ground Level [NGL] prior to the excavation or earthmoving on the erf];
- Building lines and other restrictions;
- Storm water management;
- Permitted coverage;
- Actual coverage;
- Permitted floor area ratio;
- Actual floor area ratio;
- Cadastral information [i.e. boundary dimensions, north point, etc.];
- Dimensions to the nearest building on adjacent erven;
- Proposed floor levels, ground contours & number of stories;
- Erf numbers of the adjacent erven to the property;
- Trees that are to be removed;
- Any additional information.

##### 2.1.5.2 Elevations:

Drawing clearly showing the proposed elevations both main and outbuildings shall be provided. The elevations shall give a clear indication of exterior treatment of buildings, the materials to be used and the colours of roofs and walls, including all perimeter walling/fencing.

##### 2.1.5.3 Floor Plans:

Floor plans shall be provided and shall indicate the proposed use of each room.

##### 2.1.5.4 Size of plans:

All sketch and site development plans shall be submitted on a maximum of A1 size paper to a 1:100 scale. Small scale locality site plans shall be 1:1500 scale.

## 2.2 TOWN PLANNING CONTROLS

### 2.2.7 GENERAL:

The restrictions set out below are in addition to any restrictions imposed in terms of conditions of title, town planning schemes or national or any other building regulation. Notwithstanding that any plans or improvements may comply with any such restrictions imposed by third parties, the approval of any plans or improvements within the Estate shall be at the sole discretion of the CBCHOA. Similarly, compliance with restrictions imposed by the CBCHOA shall under no circumstances absolve the resident from the need to comply with restrictions imposed by third parties, nor shall the CBCHOA approval be construed as permitting any contravention or restrictions imposed by any authority having legal jurisdiction.

### 2.2.8 DENSITY:

The number of dwellings that may be erected on a stand shall not exceed the maximum density permitted in terms of the Town planning scheme, provided that the CBCHOA may at its sole discretion be prepared to support an application to increase the maximum density in certain circumstances.

### 2.2.9 COVERAGE:

The maximum floor area ratio ["bulk"] that may be erected on the stand shall not exceed 0.5 [naught comma five]

Single storey dwellings - the CBCHOA will generally support applications to the Madibeng Local Authority to increase the coverage for a single storey dwelling from 50 to 60%. The objective is to encourage the construction of single storey rather than double storey houses in the Estate.

Double story buildings - the ground coverage of double storey dwellings shall not exceed 40% [forty percent] of the area of the stand. The area of the upper storey shall not exceed 50% [fifty percent] of the actual built area of the ground floor. In order to encourage the construction of a greater bulk at ground level the CBCHOA will be prepared to consider plans for double storey dwellings with a ground floor coverage greater than 40% provided that the area of the upper storey is commensurately reduced in order not to exceed the maximum F.A.R. of 0.5.

### 2.2.10 HEIGHT RESTRICTION:

No more than 2 storeys shall be erected vertically above each other, nor shall the height of any part of the structure exceed 8.5 [eight comma five] meters above natural ground level vertically below that point.

### 2.2.11 BUILDING LINES:

No structure shall be erected within the building lines imposed by the Town planning scheme, provided that the CBCHOA may in its sole discretion be prepared to support an application to the Madibeng Local Authority for the relaxation of those building lines under certain circumstances.

## 2.2.12 TIME LIMITS FOR CONSTRUCTION:

- 2.2.12.1 The construction of improvements should begin within two years from the date of registration of transfer of ownership. Construction should be completed within one year of commencement.
- 2.2.12.2 The registered owner will be responsible for the maintenance and upkeep of the stand prior to construction and occupation.

## 2.3 TREATMENT OF STAND BOUNDARIES

### 2.3.3 TREATMENT OF STREET BOUNDARIES:

Although it is appreciated that the diverse nature of single residential neighbourhoods will lead to varied treatment of street boundaries, every effort should be made to avoid the hostile “canyon-like” effect high solid walls along streets cause in many residential areas.

In order to enhance the appearance of sidewalks, the streetscape and the Estate generally, the following guidelines will apply:

- 2.3.3.1 Ideally no walling whatsoever should be erected along the boundary between stands and the road reserve;

*SANDY LANE: Golf Course boundaries or roads adjoining golf course - post and rail fence painted white, maximum height of 750mm [post]*

- 2.3.3.2 If boundary walling is essential on the street frontage [for example to prevent small children or pets from leaving the property] then the use of good quality steel palisade is preferred;

*SANDY LANE: post and rail fence painted white, maximum height of 750mm [post] or metal palisade fence painted green or white, max height 1,200 mm;*

*Side boundaries - plastered and painted brick wall to match colour of main dwelling of 1,800mm high not to be beyond golf course elevation of main dwelling. A metal palisade fence painted green or white or plastered and painted brick wall to match colour of main dwelling of 1,200mm high up to the golf course boundary;*

*Rear or pan-handle site boundaries - plastered and painted brick wall to match colour of main dwelling of maximum height 1,800mm may extend along full length of boundary;*

- 2.3.3.3 If solid walling is required to enhance the privacy of certain parts of the property [for example, to screen the swimming pool from the street, then such walling should be as low as possible, and should not extend more than 25% of its length as a continuous line parallel to the street boundary - if a solid wall is unavoidable, a stepped back or articulated wall is considered less detrimental to the streetscape;
- 2.3.3.4 In order to provide stacking space for cars and for visitors parking, garages fronting directly onto the street should be set back 3 meters from the stand boundary.

#### 2.3.4 EDGE CONDITIONS BETWEEN GREEN BELT AND RESIDENTIAL AREAS:

The aesthetics of the interface where stands front onto the green belt are considered to be extremely important. In order to avoid the erection of unsightly solid walls along the edge of the green belt, the following guidelines will apply:

- 2.3.4.1 the boundary between the stands and the green belt should be totally unfenced and open;
- 2.3.4.2 if some form of fence is essential then an approved palisade fence will be permitted;
- 2.3.4.3 the approval of the CBCHOA should be obtained if it is intended to paint the fence any colour other than green;
- 2.3.4.4 if it can be demonstrated to the satisfaction of the CBCHOA that a visibility impenetrable barrier is essential along part of the green belt frontage, then no more than 25% of the boundary may be walled with a solid wall of a height, finish and colour approved by the CBCHOA.

#### *SANDY LANE - EDGE CONDITIONS BETWEEN GOLF COURSE AND RESIDENTIAL AREAS:*

*The boundary between the stands and the golf course shall be fenced with the timber post and rail painted white, max height of 750mm*

*The written approval of the CBCHOA shall be obtained if it can be demonstrated to the satisfaction of the CBCHOA that a visibility impenetrable barrier is essential along part of the Golf Course frontage.*

## 2.4 PROHIBITED BUILDING MATERIALS

To allow for diversity and interest, a variety of individual architectural designs will be permitted. In principle no limitations are placed on building materials other than the following items, the use of which is not permitted:

- 2.4.1 unpainted plaster or face-brick walls;
- 2.4.2 unpainted or reflective sheeting;
- 2.4.3 reflective or false roofing materials;
- 2.4.4 precast concrete walls;
- 2.4.5 steel and/or natural aluminium window frames;
- 2.4.6 razor-wire, security spikes or similar features except with permission from CBCHOA;
- 2.4.7 lean-to's and temporary or steel carports

The approval of the CBCHOA should be obtained for the use of any materials other than conventional bricks and mortar.

## 2.5 MISCELLANEOUS ARCHITECTURAL GUIDELINES

- 2.5.1 The aesthetics of the design of parapets, facias, capping eaves, roof trim, guttering and roofing materials in general will be considered.
- 2.5.2 All external finishes and colours should be specified, and colour samples may be requested.
- 2.5.3 Awnings, TV antennas and other items which do not form part of the basic structure should be clearly shown and annotated.
- 2.5.4 Solar heating panels, if used, should be incorporated into the buildings to form part of the basic structure and should be clearly shown and annotated.
- 2.5.5 Outbuildings, garages and additions should match the original design, both in elevation and in material use.
- 2.5.6 Staff accommodation and kitchen should open onto a screened yard or patio.
- 2.5.7 Yard walls and screen walls should compliment the basic materials of the buildings.
- 2.5.8 No staff accommodation should be neared the street than the main dwelling unless contained under the same roof or integrated into the total design.
- 2.5.9 The privacy of the surrounding properties should be considered. As a general rule, no windows or balconies on the upper storey should overlook the "living space" [for example, the swimming pool] of adjacent dwellings.
- 2.5.10 All exposed plumbing on double storey buildings and washing lines should be fully screened from the street elevation or visible elevations.
- 2.5.11 Perspective views may be requested.

## 2.6 ARCHITECTURAL GUIDELINES

### 2.6.5 GENERAL:

A Caribbean Architectural theme is to be maintained throughout. The Royal Pavilion development within the existing Caribbean Beach Club development is a typical example of the architectural style.

### 2.6.6 ROOFS:

2.6.6.1 Roof pitch: 30 degrees to the horizontal and flat mix;

2.6.6.2 No mono-pitches;

2.6.6.3 Roof material: pitched roofs to be coloured chromadeck type and flat roofs to be concrete. Moulded gutters & down pipes [optional].

2.6.6.4 *ANTIGUA; TOBAGO & SANDY LANE VILLAGES: The colour of the roofs are to be as per the current specification i.e. TRAFFIC GREEN coloured Chromodek IBR Sheeting (NO deviation from this will be allowed)*

2.6.6.5 DOMINICA VILLAGE: KNYSNA WILDERNESS GREEN - obtainable from J J ROBINSON, JOHANNESBURG.

2.6.7 EXTERNAL WALLS:

2.6.7.1 Finish: to be fairface brick plastered in pastel shades as per samples provided by the CBCHOA appointed review architect;

2.6.7.2 Boundary wall: if necessary, should match the walls of the main dwelling.

2.6.7.3 SANDY LANE:

*NINE COLOURS have been selected for use on the EXTERNAL WALLS. These are:*

- *Universal Range - All Coat - TUSCAN*
- *Universal Range - All Coat - STONE*
- *Universal Range - All Coat - ALGARVE*
- *Universal Range - All Coat - SAHARA*
- *Universal Range - All Coat - MUSHROOM*
- *Universal Range - All Coat - RAW SILK*
- *Universal Range - All Coat - CRYSTAL*
- *Universal Range - All Coat - MANILLA BEIGE*
- *Nature's Coat (Clay Based Paint) - FAN BANK*

2.6.3.3.1 *COMBINATIONS of any of the NINE colours will be allowed on the external walls and plastered band around the windows and doors.*

2.6.3.3.2 *Whilst Universal Paints have been specified we are in no way prescriptive as to the manufacturer of the paint used i.e. Dulux, Plascon, Prominent, Universal etc., HOWEVER it is imperative that should an owner deviate from the SUPPLIER suggested, that deviation from the paint COLOURS will not be accepted.*

2.6.3.3.3 *We must EMPHASISE that WHITE IS NOT ALLOWED on the external walls with the exception of the white paint being applied to the plastered band as referred to in point 1.4.1 below.*

2.6.3.3.4 *Samples of the above are available FOR VIEWING at the estate office. May we ask that the samples NOT BE REMOVED from the office.*

2.6.8 WINDOWS AND DOORS:

2.6.8.1 Front doors to be natural wood and painted;

2.6.8.2 Window frames: to be natural wood and painted or powder coated aluminium

2.6.8.3 Garage doors: horizontal slatted natural wood and painted.

2.6.8.4 Burglar bars to be internal type.

2.6.8.5 SANDY LANE:

*(plastered band immediately around the doors/windows)*

2.6.4.5.1 *The paint colour used on the window/door plaster band may be any ONE of the ten colours as specified in point 1.3.1 above.*

2.6.4.5.2 *Universal Range - All Coat - WHITE may also be used.*

- 2.6.4.5.3 *Window frames to be:*
- *Natural Wood*
  - *Natural Wood Painted WHITE*
  - *Bronze Aluminium*
  - *White Powder Coated Aluminium*

2.6.4.5.4 *Garage doors: horizontal slatted natural wood, or painted white*

2.6.4.5.6 *Burglar bars to internal type*

**2.6.5 WASTE PIPES:**

Waste pipes to double storey buildings to be concealed.

**2.6.6 COVERAGE & HEIGHT:**

Coverage and height: as per General Architectural Guidelines.

**2.6.7 WINDOWS SILLS:**

Plastered, clay tile or stone.

**2.6.13 CHIMNEYS:**

700mm X 700mm square.

**2.6.14 SIGNAGE:**

2.6.14.1 House number and concealed light according to specifications of the Architectural Review Committee.

2.6.14.2 No other signs [such as names of security firms] permitted.

**2.6.15 FENCES:**

As per CBCHOA Architectural Guidelines

**2.6.16 PAVING:**

Owners, upon completion of construction, must provide brick paving between their stands boundary and the road edge and this will be to the approval of the Architectural Review Committee. All paving layouts are to be submitted to the Architectural Review Committee for approval.

**2.6.17 CONSULTATION WITH THE CBCHOA REVIEW ARCHITECT:**

In the view of the architectural guidelines prescribed, it is strongly recommended that the purchaser and his architect should consult with the review architect appointed by the CBCHOA before commencing with the design of the building and in any event prior to submission of the purchaser's final building plan to the Architectural Review Committee.

## **2.7 CONTROL OF BUILDING ACTIVITIES:**

### **2.7.4 INTRODUCTION**

The CBCHOA the legally constituted representative of resident of the Caribbean Beach Club has adopted certain rules relating to the activities of building contractors in the Estate. The primary intention of the rules is to ensure that all building activity at CBC occurs with the least possible disruption to residents. In the event of any uncertainty, residents and/or their contractors are most welcome to contact the CBCHOA.

### **2.7.5 LEGAL STATUS**

The rules governing building activities which are set out below are the rules adopted by the CBCHOA and therefore binding on all residents. Furthermore, each resident is obliged to ensure that his building contractor [‘the Contractor’] is made aware of the rules and complied with them. Residents should therefore include the rules in their entirety in any building contract concluded in respect of property on the Estate. The CBCHOA has the right to suspend any building activity in contravention of any of the rules and the CBCHOA accepts no liability whatsoever for any losses sustained by a resident as a result thereof.

### **2.7.6 BUILDING RULES**

2.7.6.1 Building activity is only allowed during the following public time hours:

06:00 - 18:00 normal weekdays

NOTE: No building activity is permitted on Saturdays, Sundays and Public Holidays without special permission, as these days are viewed as private time. Special application for the building activity during private time should be lodged with the CBCHOA, together with the approval of all adjacent neighbours, one week prior to the required time of activity.

2.7.6.2 During private time the contractor will be allowed only one representative per site in the capacity of a watchman. The representative must display the required ID which is obtainable from the CBCHOA.

2.7.6.3 All Contractors workers and/or the Contractor’s Sub-contractors must enter the Estate in an approved vehicle with a temporary access token, or alternatively obtain a casual employee card at the Security Gate by lodging a valid ID document which will be handed back on the return of the ID card. The Contractor must complete the requisite security data information sheets.

2.7.6.4 The Contractor shall provide facilities for rubbish disposal and ensure that the workers use the facility provided and that the rubbish is removed weekly and burnt on site.

2.7.6.5 The site is to be kept as clean as possible of building rubble, with regular cleaning taking place during building operations.

2.7.6.6 Where materials off-loaded by a supplier encroach into the roadway, these materials must be moved by the Contractor. No material must be allowed to remain on the roadway or pavement and it is the contractor’s responsibility to clean the roadway of all such materials. The same applies to sand or rubble washed or moved onto the roadway during building operations.

2.7.6.7 Suppliers are not allowed to use semi-trailers for deliveries. Residents will be held liable for any damage caused to the roads or landscaping by such vehicles.

2.7.6.8 Deliveries from suppliers should be scheduled during public times.

- 2.7.6.9 The Contractor shall provide toilet facilities for the workers on site.
- 2.7.6.10 Building boards may only be erected if they comply with the CBCHOA standards, details of which are available from the CBCHOA. The resident is responsible for the removal of the boards on completion of the building operations.
- 2.7.6.11 Residents will be held liable for damage to kerbs and plants on sidewalks.
- 2.7.6.12 If construction takes place adjacent to existing dwellings,, the Contractor should make every effort to respect the privacy of the neighbour, and generally to reduce inconvenience as far as possible [for example by discussing with the neighbour the location on the site of the watchman's hut]
- 2.7.6.13 Should the CBCHOA have any concern with the conduct of the Contractor, the CBCHOA may rectify as deemed necessary and the CBCHOA may rectify as deemed necessary and the CBCHOA reserves the right at any time and without notice to suspend building activity until such undesirable conduct is rectified.
- 2.7.6.14 The contractor should undertake to comply with the above rules in addition to any further controls which may be instituted by the CBCHOA from time to time in the form of a written notification and to ensure compliance by any sub-contractor employed by the Contractor.