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BUILDING DESIGN MANUAL

(REVISION May 2017 - b)

Residential I (Manor & Country Estate)

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Residential II (Country Estate - Blue Erven)

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1.0 OVERALL DESIGN CONCEPT:

IT IS IMPERATIVE THAT DESIGNERS CAREFULLY READ AND FOLLOW THE COMPLETE MANUAL AS SET OUT BELOW.

NB: PREVIOUS APPROVAL OF PLANS BY THE HOA WILL NOT SET ANY PRECEDENTS FOR ANY FUTURE PLANNING AND DESIGN OF ANY PROPERTY.

- a. The architectural vision for The Kraaibosch Estate is that all new buildings are to form part of the “modern village-concept” and as such to harmonize with public and private outside areas as well as other buildings to form a homogenous style.
- b. The aim is to create a variety of individual creatively designed homes, well suited to a secure, country village lifestyle.
- c. The Control Elements are amongst other things; the use of materials; the covering, pitch and colour of roofs; proportion of built form; proportion of windows and doors as well as colour scheme.
- d. The manual assists the designer to ensure that the character of architecture be one of restraint, clean and uncluttered surfaces, and simple rectangular or composite rectangular plan forms.
- e. Given that the whole of the development will have a security perimeter, the design of individual site boundaries will be controlled to ensure a natural flow between public and private landscaped spaces.
- f. Architects and designers are encouraged to use the existing trees on the stand as design opportunities, as opposed to seeing the trees as design inhibitors. Certain stands feature existing trees that have been specifically surveyed and these are to be incorporated in the design.
- g. Deviations to the general design guidelines (for structures), can be done so with a written application. These deviations will be subject to HOA approval and will be based on merit for the individual property. Such approved deviations, if any, will not set any precedents for future planning.



Fig. 1 - Street Scape Landscaped Street



Fig. 2 - Flow Between Public and Private Landscaped Areas

IMPORTANT:

1. Construction period from commencement of works to be a MAXIMUM OF 12 months to completion.
2. The Guidelines Document should be read in conjunction with both the Local Authority (George Municipality) Regulations and National Building Regulations (NBR).
3. NO CONSOLIDATION OF ERVEN WILL BE PERMITTED WITHOUT WRITTEN APPROVAL OF THE Kraaibosch Home Owner's Association (HOA). THE DECISION OF THE HOA IN THIS REGARD SHALL BE FINAL AND BINDING ON THE OWNER.

ALTERATIONS TO THIS DOCUMENT:

- The Home Owner's Association reserves the right to amend the 'Building Design Manual' from time to time as may be necessary to preserve the architectural style & design concept of the development. All such revisions will be published on the website at time of approval of the trustees and local authority.
- The Owner is to ensure that his appointed contractor refers to the latest revised version of this document before commencing with the design of any building on the Estate.
- Contractors must comply with all rules and regulations as defined in the current version of this document.
- Only the HOA may approve alterations to this document.
- The local Municipal Authority must also approve any alterations to this document.



KRAAIBOSCH
MANOR

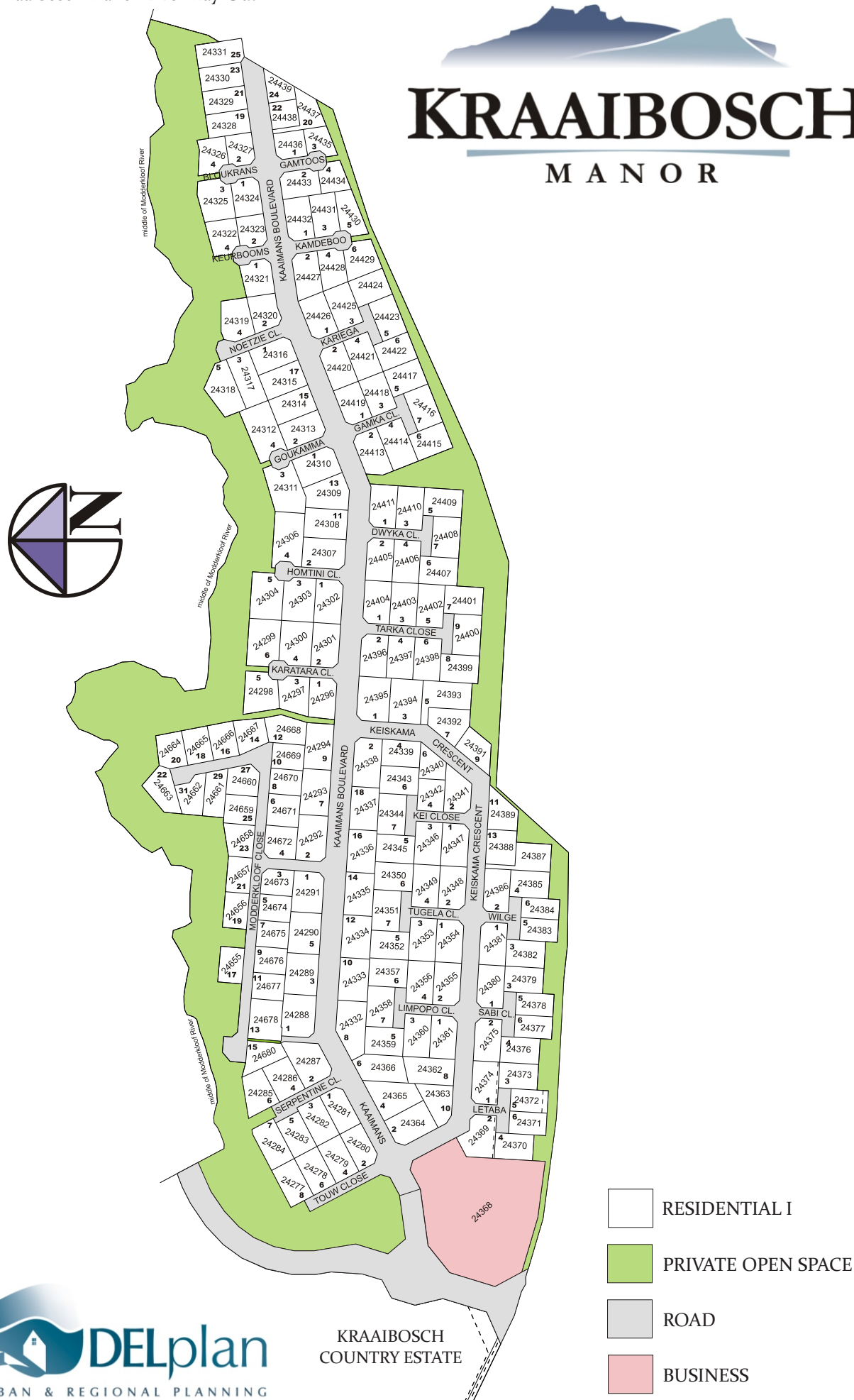


Fig. 4 - Kraaibosch Country Estate Erven Lay-Out

KRAAIBOSCH

COUNTRY ESTATE



Fig. 5 - Kraaibosch Manor 'Identified Properties List'



KRAAIBOSCH

MANOR

IDENTIFIED PROPERTIES LIST (I.P.L.)

— BOUNDARIES ADJACENT TO AN OPEN SPACE WHERE A 1.80m HIGH SOLID BOUNDARY WALL WILL BE ALLOWED AND A 2.10m HIGH YARD WALL WILL BE CONSIDERED ON WRITTEN APPLICATION.

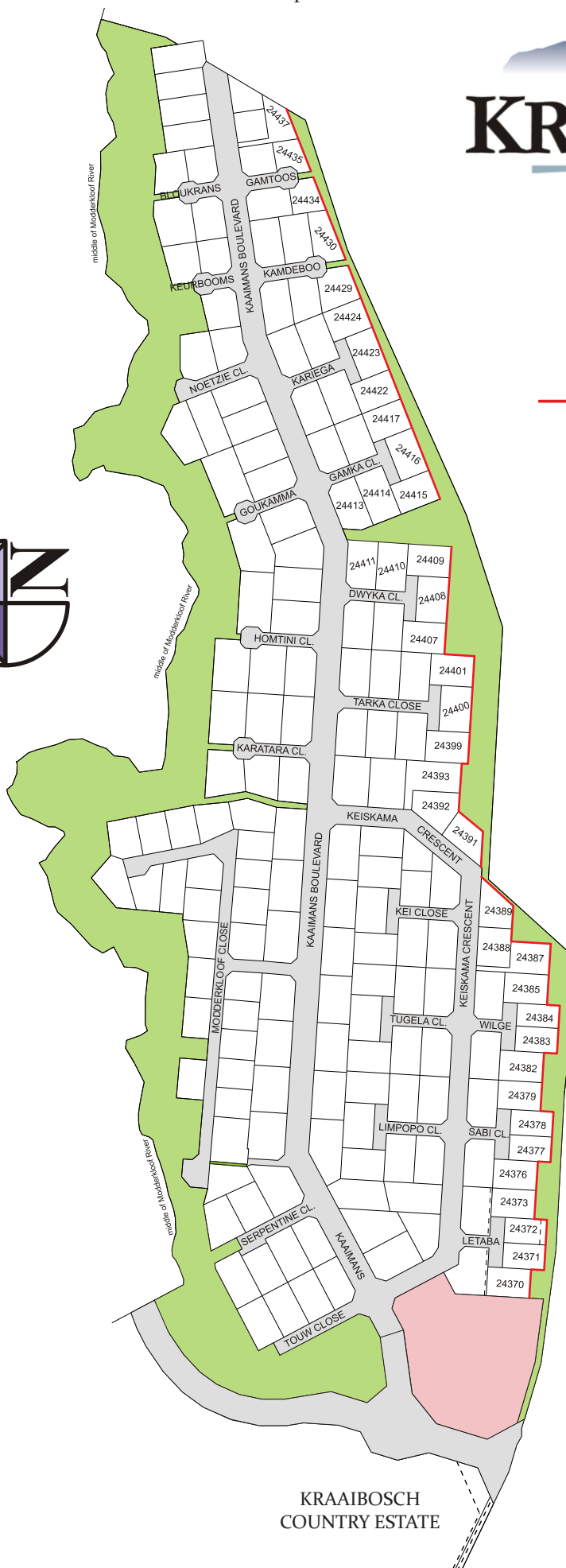


Fig. 6 - Kraaibosch Country Estate 'Identified Properties List'

KRAAIBOSCH

COUNTRY ESTATE

IDENTIFIED PROPERTIES LIST (I.P.L.)



2.0 PLANNING CONTROLS

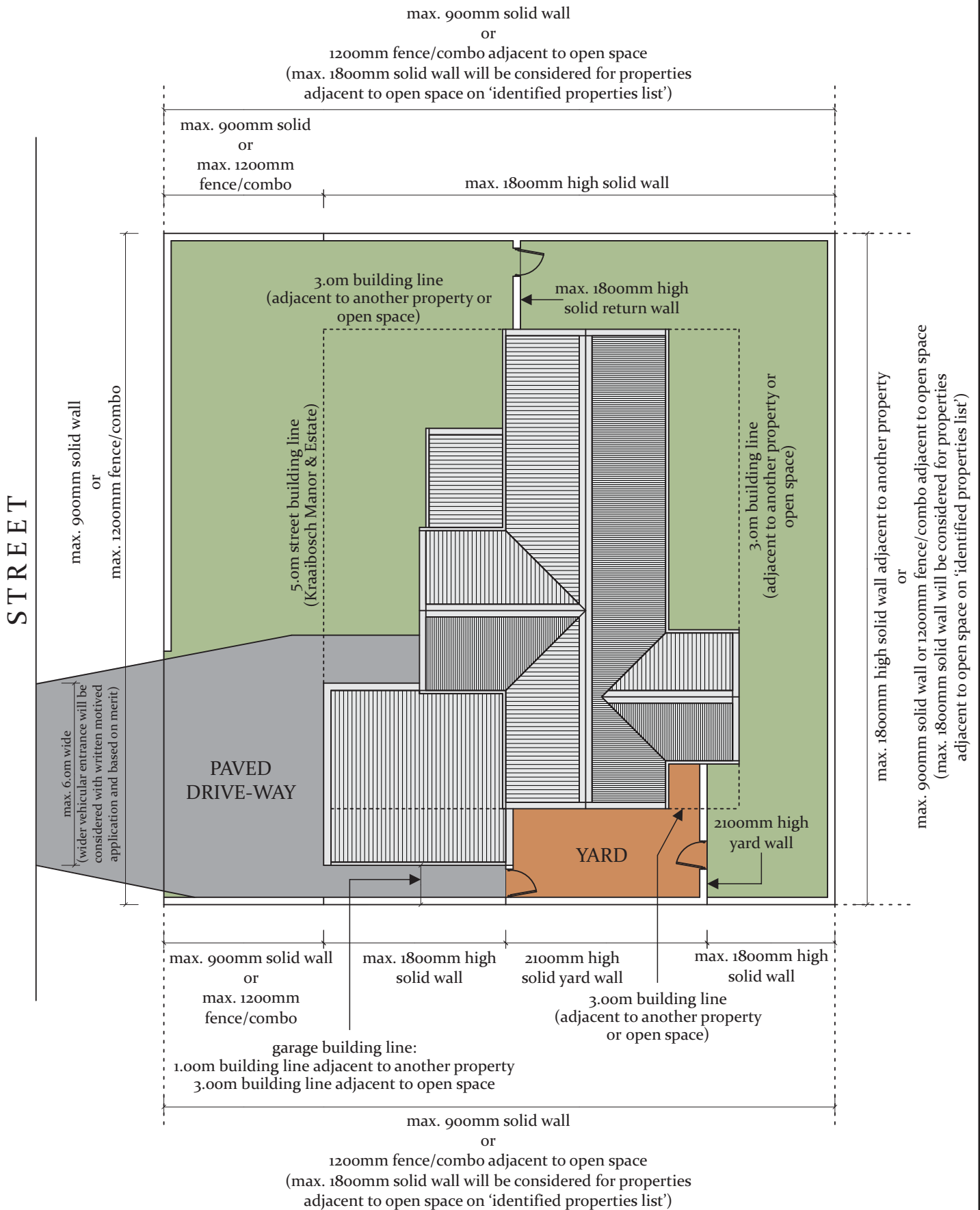
PLEASE NOTE - RESIDENTIAL ZONE I : Applicable for Manor and Country Estate, except for wall finishes which are listed in separate columns.

DESCRIPTION	KRAAIBOSCH RESIDENTIAL ZONE I (Manor & Country Estate)	KRAAIBOSCH RESIDENTIAL ZONE II (Blue Erven)
2.1 HOUSE SIZE The minimum OVERALL area of ALL BUILDINGS, (uncovered stoeps, patios & terraces excluded). All plans must indicate at least one enclosed garage and this must be built in conjunction with the main dwelling.	180m ²	150m ² or 33% of stand area for erven smaller than 450 m ²
2.2 MAXIMUM COVERAGE: The maximum coverage (or footprint) of all covered (roofed) buildings (including undercover verandahs) is specified as a percentage of the stand area. The maximum coverage allowed.	40% OF STAND AREA	50% OF STAND AREA
2.3 MAXIMUM FLOOR AREA: Only 2 storeys will be permitted. First floor area to be maximum percentage of footprint.	50% of footprint (eg. A house designed with a 200m ² footprint, may have an additional 100m ² floor area on the first floor)	75% of footprint (eg. A house designed with a 200m ² footprint, may have an additional 150m ² floor area on the first floor)
2.4 BUILDING LINES (SETBACKS): - Street Building line (ref. Fig. 7 & Fig. 8)	5.00m building line On corner stands a relaxation to 4.50m will be considered on the secondary road	4.50m building line on Kraaibosch blvd. A 1.50m building line for other roads for ground storey floor only. First storey floor (if applicable) to be set back on 3.00m building line Garages entering directly from street must be set back on 3.00m building line (min.) Garages not entering directly from street can be set back on 1.50m building line (Kraaibosch Blvd. excluded)
- Lateral and rear building line (dwelling)	3.00m building line	1.50m building line
- Lateral and rear building line (garage)	1.00m building line (no windows). If a first storey is formed above the garage (habitable or non-habitable area) a 3.00m building line applies	1.00m building line (no windows). If a first storey is formed above the garage (habitable or non-habitable area) a 1.50m building line applies
- Boundaries adjacent to private open spaces (dwelling, outbuildings and/or garage).	3.00m building line	1.50m building line

PLEASE NOTE:

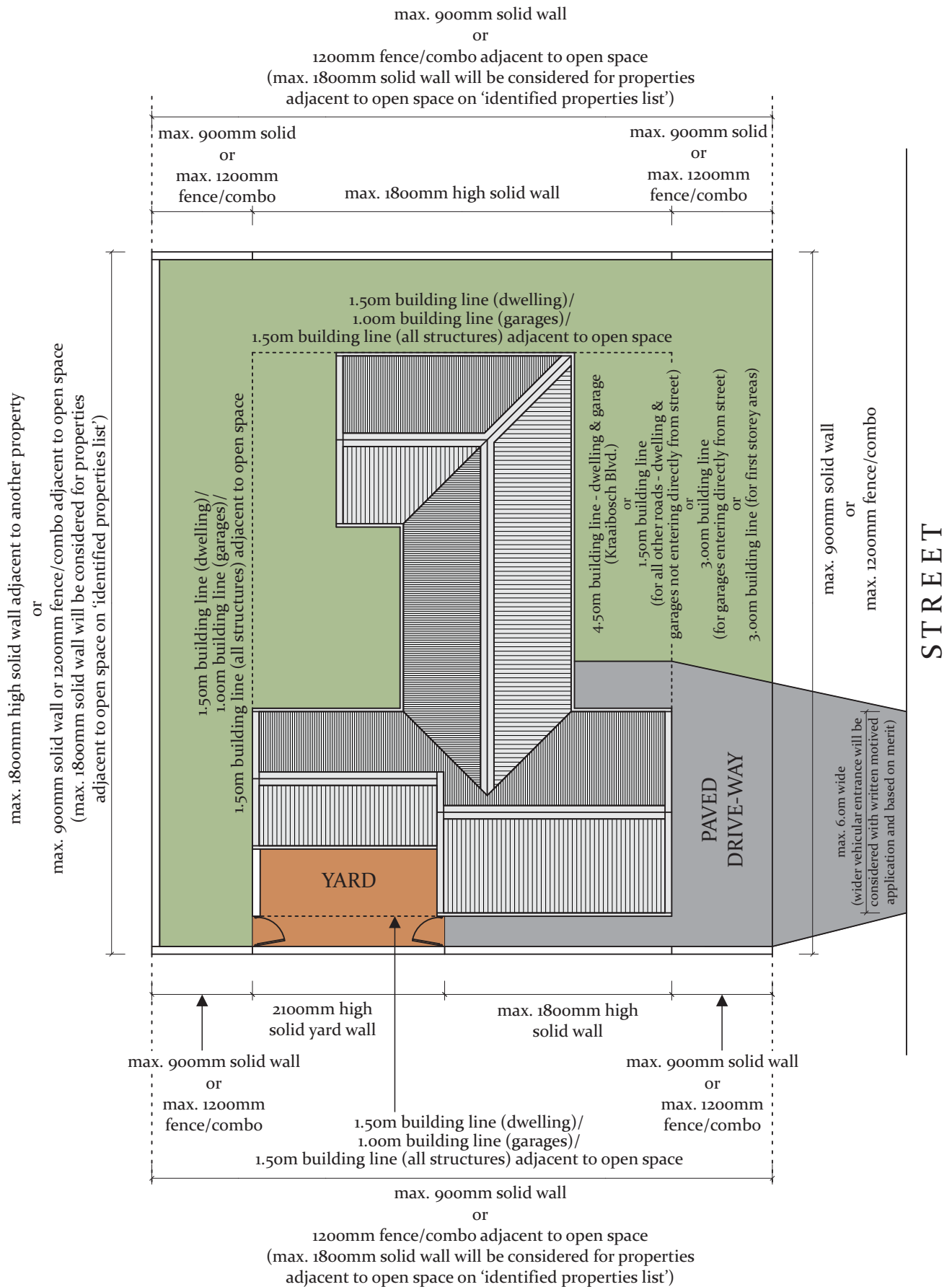
- All buildings to be placed parallel to the street building line in the interest of a homogenous street scape. Relaxation of this requirement may be considered by the HOA on written application. HOA's decision will be final. Designs also to be done inline with SANS regulations.
- Single storey separate outbuildings (non-habitable) may encroach over the side building line to a minimum of 2.00m (Kraaibosch Manor and Estate - **Residential I** only) for a common boundary - NB: no windows or doors will be permitted in this wall. **No other services (eg. laundry facilities, wc, etc.) may be installed in garages, if positioned over main building lines.**
- No relaxation of street building lines will be permitted.

Fig. 7 - Typical Building Envelope Plan - Residential I (Kraaibosch Manor & Kraaibosch Estate)



**DRAWINGS TO BE READ IN CONJUNCTION WITH 2.4 'BUILDING LINES' ON PAGE 8
AND 2.25 'BOUNDARY WALLS, FENCES AND GATES' ON PAGES 17 & 18**

Fig. 8 - Typical Building Envelope Plan - Residential II (Kraaibosch Estate Blue Erven)



**DRAWINGS TO BE READ IN CONJUNCTION WITH 2.4 'BUILDING LINES' ON PAGE 8
AND 2.25 'BOUNDARY WALLS, FENCES AND GATES' ON PAGES 17 & 18**

2.5 LANDSCAPE AREAS:

Hard, ie. non permeable, landscaping surfaces such as brick- or concrete paving, tiling, etc. will not be permitted to cover more than 35% of the remainder of the site (stand excluding building footprint, pergolas and enclosed yards). The other 65% of the remainder must be soft landscaping (plant material) or permeable surfaces such as gravel.

RESIDENTIAL II: A relaxation to max 40% hard landscaping (and 60% soft landscaping) will be considered on small stands.

2.6 INTERIORS:

Internal layout and finishes of Kraaibosch Estate homes are unrestricted.

2.7 MAXIMUM FLOORS:

- a. Only 2 storeys will be permitted.
- b. A loft area is considered a storey if external walls extend above the floor.
- c. Basement levels will be considered on merit (with a written application and motivation) on properties with a fall of 5.50m or greater, measured on the building envelope. Such basements may only be seen on 2 elevations and be used for garages or storage - NO habitable areas will be allowed. Basements will be limited to 15% of the dwelling footprint.

2.8 DOUBLE VOLUMES:

- a. Double volumes (eg. as entrance hall) must not be read as such from exterior.
- b. Double volumes will be calculated as one floor area provided that it does not exceed 20% of the ground floor area.

2.9 SWIMMING POOLS:

- a. No above ground portable pools will be permitted as permanent structures.
- b. All pools may encroach over the building lines, subject to HOA and local authority approval.

2.10 ENCROACHMENTS:

All and any encroachments and/or relaxations applied for, must be done in writing and are subject to final approval by the HOA and Local Authority.

2.11 HEIGHT RESTRICTIONS: (to be read in conjunction with Fig.9 'Height Restriction' on page 12)

- a. The maximum building height to the apex of the highest roof to be 8.50m as measured from the ORIGINAL average natural ground level (A.N.G.L.) on the site measured in the **building envelope**. Land surveyor certification to be obtained for dwellings with roofs (apex) 8.00m or higher.
- b. A maximum of 2 storeys as seen from any direction will be allowed. (Please see 2.7)
- c. Maximum fill height under any floor to be 1.50m. (Minimum 255mm)
- d. Maximum excavation depth not to exceed 2.50m.
- e. If the excavation depth exceeds 1.00m such excavation must be a minimum of 2.00m from the boundary.

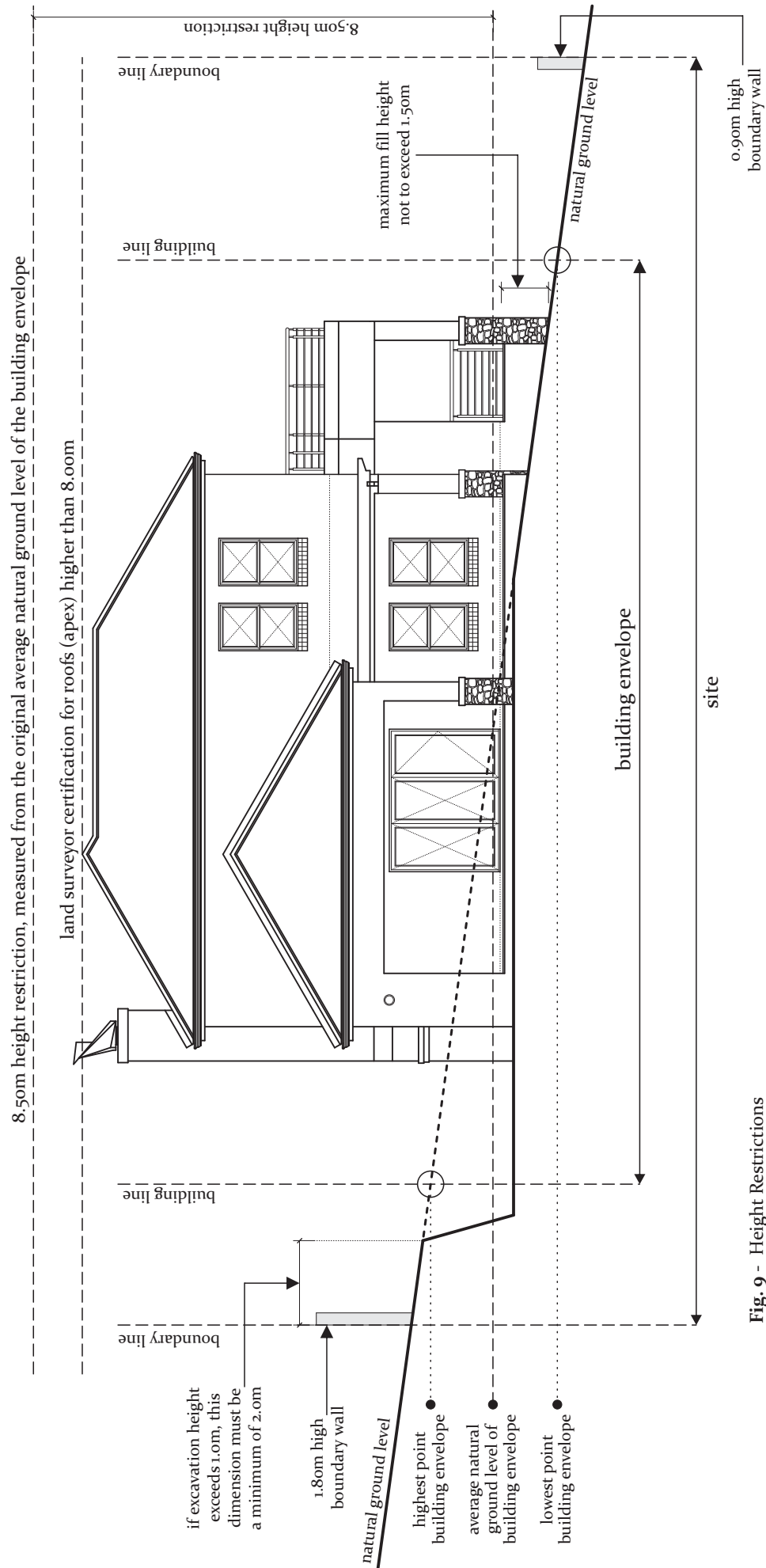
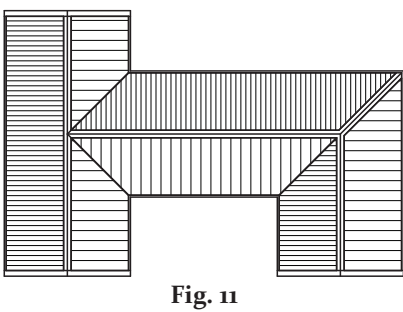
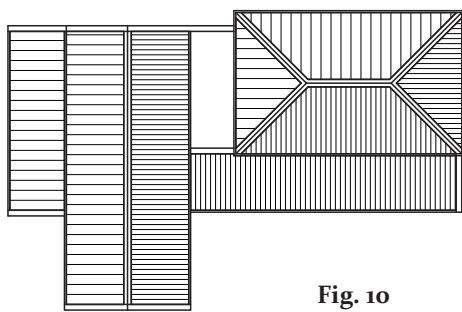


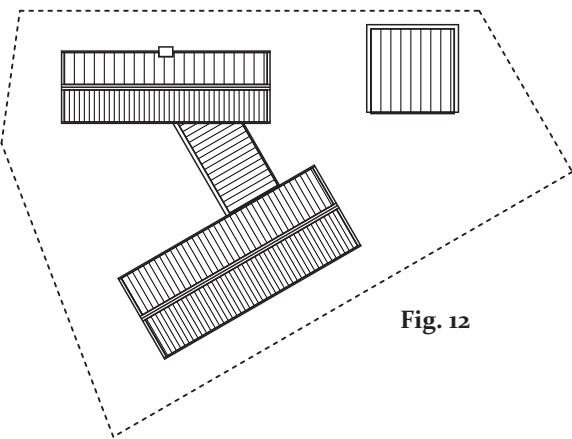
Fig. 9 - Height Restrictions

2.12 PLAN FORMS:

a. Plan forms must be rectangular or composite rectangular.

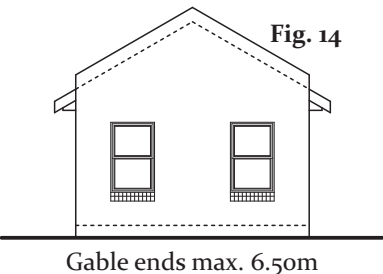
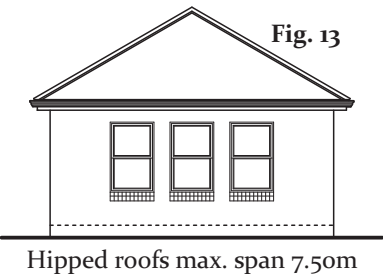


b. Non-parallel rectangular forms with link may only be used where erf shape is not rectangular and subject to HOA approval.



2.13 ROOFS:

DESCRIPTION	KRAAIBOSCH RESIDENTIAL ZONE I (Manor & Country Estate)	KRAAIBOSCH RESIDENTIAL ZONE II (Blue Erven)
a. PITCH: Roofs may be pitched in traditional styles and must be consistent for any single design.	Between 30° to 45°	35°
b. Hipped roof span not to exceed 7.50m.		
c. Gable ends must be simple. Gable ends to not exceed 6.50m in width.		
d. A maximum of 30% of the total roof area may be lean-to roofs. Lean-to roofs may be 10° or less.		
e. Roofs must be either hipped or gabled.		



Gabled Roof		Hipped Roof		Pitched Roof with Barge Boards	Wolf Nose Gable Roof
✓	✓	✓	✓	✓	✗

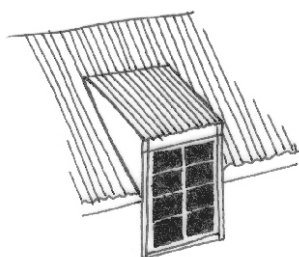
2.14 ROOF MATERIALS:

PLEASE NOTE - Roof COLOURS: All roofs to be grey, charcoal or black and are subject to approval from HOA.

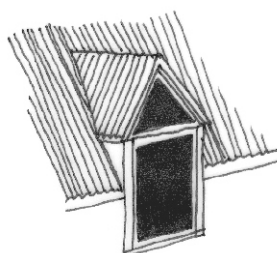
DESCRIPTION	KRAAIBOSCH RESIDENTIAL ZONE I (Manor & Country Estate)	KRAAIBOSCH RESIDENTIAL ZONE II (Blue Erven)
a. Roof Materials Permitted:	· Small profile corrugated sheeting i.e. Chromadek, painted galvanized metal or aluminium · V-crimp or standing seam sheeting i.e. Chromadek or painted galvanized metal · Polycarbonate roof sheets where these form part of lean-to roof subject to approval by the HOA · IBR Profile Sheeting – only on concealed lean-to roofs and garages (with fascia or parapet) · Natural Slate (grey) · Concrete or Clay Tiles in either “Modern” or “Elite” profile in approved colours · “Harvey” tiles subject to approval by HOA	· Small profile corrugated sheeting i.e. Chromadek, painted galvanized metal or aluminium · V-crimp or standing seam sheeting i.e. Chromadek or painted galvanized metal · Polycarbonate roof sheets where these form part of lean-to roof subject to approval by the HOA · IBR Profile Sheeting – only on concealed lean-to roofs and garages (with fascia or parapet) · Natural Slate (grey) · Concrete or Clay Tiles in either “Modern” or “Elite” profile in approved colours
b. Roof Materials NOT Permitted:	· Large profile corrugated sheeting i.e. Big Six · Steel Tiles · Perspex, plastic-, Translucent sheets, etc. · Thatch	· Large profile corrugated sheeting i.e. Big Six · Steel Tiles · Perspex, plastic-, Translucent sheets, etc. · Thatch · “Harvey” tiles

2.15 DORMERS:

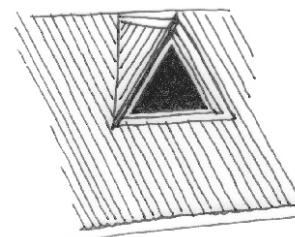
- French (shed), English (gabled) and Modern gables dormers will be allowed and are subject to HOA approval.
- Where roof lights are used in roof pitch, they are to be in line with windows and/or doors below & subject to HOA approval.



French (Shed)



English (Gabled)



Modern Gabled

Fig. 16

2.16 WALL FINISHES:

- External wall surfaces to be plain without any decoration.
- **Please note difference between Country Estate & Manor.**

a. FINISHES PERMITTED:

KRAAIBOSCH RESIDENTIAL ZONE I (Manor)

- Smooth or approved textured plaster. (textured plaster samples to be applied on North facing facade for on-site HOA approval)
- Natural stone or any other imitation product (sample to be submitted and subject to approval by HOA) preferably only at plinth level (or max 900mm high dado level) or low garden walls of maximum 1.20m high.
- TIMBER or METAL FRAMED HOUSES MUST HAVE ENCLOSED PLINTH WITH APPROVED FINISH (solid plastered and painted brickwork, or natural stone work preferred).
- Corrugated steel sheeting subject to approval by the Design Review Panel.
- F.C. Handi Plank
- Timber or metal framed buildings must be finished externally in Everite "Vermont" handi plank and painted to schedule of approved external colours.
- All above to be subject to SABS requirements.

KRAAIBOSCH RESIDENTIAL ZONE I (Country Estate)

- Smooth or approved textured plaster. (textured plaster samples to be applied on North facing facade for on-site HOA approval)
- Natural stone or any other imitation product (sample to be submitted and subject to approval by HOA) preferably only at plinth level (or max 900mm high dado level) or low garden walls of maximum 1.20m high.
- TIMBER or METAL FRAMED HOUSES MUST HAVE ENCLOSED PLINTH WITH APPROVED FINISH (solid plastered and painted brickwork, face brick or natural stone work preferred).
- Corrugated steel sheeting subject to approval by the Design Review Panel.
- F.C. Handi Plank
- Timber or metal framed buildings must be finished externally in Everite "Vermont" handi plank and painted to schedule of approved external colours.
- Approved face bricks (as used on the intersections) may be used in combination with plaster. Take note that a maximum of 20% of external walls may be face brick.
- All above to be subject to SABS requirements.

KRAAIBOSCH RESIDENTIAL ZONE II (Blue Erven)

- Smooth or approved textured plaster. (textured plaster samples to be applied on North facing facade for on-site HOA approval)
- Natural cut stone or any other imitation product (sample to be submitted and subject to approval by HOA) preferably only at plinth level (or max 900mm high dado level) or low garden walls of maximum 1.20m high.
- TIMBER or METAL FRAMED HOUSES MUST HAVE ENCLOSED PLINTH WITH APPROVED FINISH (solid plastered and painted brickwork, face brick or natural stone work preferred).
- Timber or metal framed buildings must be finished externally in Everite "Vermont" handi plank and painted to schedule of approved external colours.
- Approved face bricks (as used on the intersections) may be used in combination with plaster. Take note that a maximum of 20% of external walls may be face brick.
- All above to be subject to SABS requirements.

b. FINISHES NOT PERMITTED:

KRAAIBOSCH RESIDENTIAL ZONE I (Manor)

- Face Bricks
- Cement Bricks
- Maxi Bricks
- Ornate Decorated Plaster
- Timber Logs / Timber weather boarding.
- Natural cut stone **not permitted as decoration only** i.e. coining on building corners.
- All Precast cement products will be subject to the approval of the HOA. The intention is that elements should not be very ornate e.g. Corinthian type pre-cast columns.

KRAAIBOSCH RESIDENTIAL ZONE I (Country Estate)

- Cement Bricks
- Maxi Bricks
- Ornate Decorated Plaster
- Timber Logs / Timber weather boarding
- Natural cut stone **not permitted as decoration only** i.e. coining on building corners.
- All Precast cement products will be subject to the approval of the HOA. The intention is that elements should not be very ornate e.g. Corinthian type pre-cast columns.

KRAAIBOSCH RESIDENTIAL ZONE II (Blue Erven)

- Cement Bricks
- Maxi Bricks
- Ornate Decorated Plaster
- Timber Logs / Timber weather boarding
- Natural cut stone **not permitted as decoration only** e.g. coining on building corners.
- All Precast cement products will be subject to the approval of the HOA. The intention is that elements should not be very ornate e.g. Corinthian type pre-cast columns.
- Corrugated steel sheeting

2.17 EXTERIOR COLOURS:

- Wall Colours:

- Please refer to the colour samples in the Estate Manager's office. Different suppliers can be used, which can cause slight variations on the final colour.
- If you choose an unlisted colour and/or an unlisted supplier, the HOA (Represented by the Design Review Panel) will have to approve a sample first. Colour swatches/samples to be applied on North facing wall facade for on-site approval.

- Roof Colours:

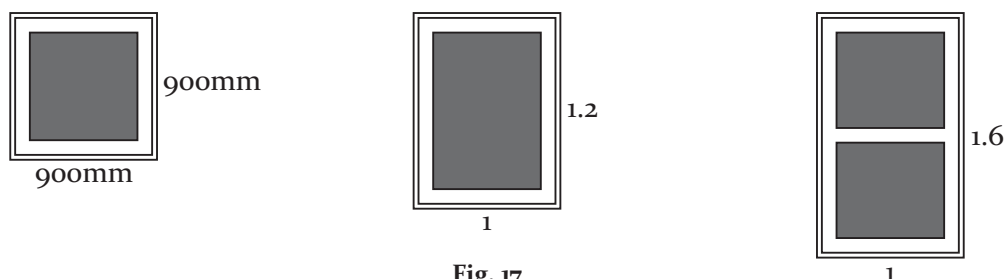
All roofs to be grey, charcoal or black subject to approval from HOA.

2.18 COLUMNS:

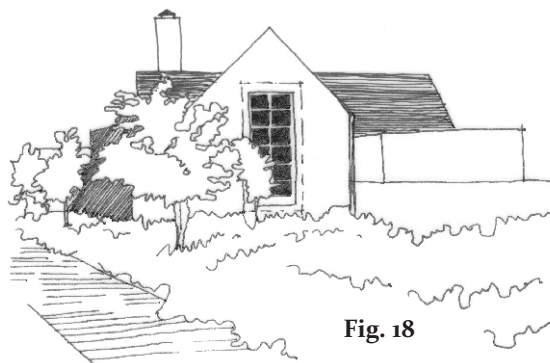
All columns to be square or round smooth finish to a maximum height of 3.00m and subject to approval by HOA.

2.19 WINDOWS:

- Window proportions should be either square or higher than wide and of moderate size.
- Sizes:
 - The maximum for square windows is 900 x 900mm
 - Recommended height to width proportions is 1 : 1.6
 - Minimum Height to width proportion is 1 : 1.2



- Windows may be joined together to form larger glazed areas provided that the vertical emphasis and above proportions are maintained.



- The proportion and style of window should be consistent throughout the building.
- In larger windows no top hung openers will be allowed. Openers to be side hung to ensure vertical proportions.
- In the event that burglar bars are fitted, these must be internal and must be simple in either horizontal or vertical design.
- The privacy of surrounding properties should be considered when designing.
- Larger glazed areas may be used as a glass "link" between rectangular plan forms.
- Windows in steel and timber framed houses to be setback minimum of 75mm from outside wall surface.
- Window frame materials: Timber (colours: natural timber or painted white) or white / bronze / charcoal aluminium (powder coated) or white PVC.
- CORNER WINDOWS** should follow standard window proportions above and is subject to final approval by HOA.

2.20 EXTERNAL DOORS:

- Ornate front doors subject to the approval by the Kraaibosch HOA.
- Doors and door frames must be timber (colours: natural timber or painted white) or white / bronze / charcoal Aluminium or white PVC to the recommended vertical proportions.
- Single doors to have an overall opening width of max. 1.35m (incl. pivot doors) and double doors max. 1.60m.
- Sliding doors with max. overall opening width of 2.40m may be used if door panels are not wider than 1.20m and must be set back behind a pergola or lean-to roof of min. 1.00m in depth.
- Larger sliding / stacking doors with an overall opening larger than 2.40m may be used if door panels are not wider than 1.20m and must be set back behind a pergola or lean-to roof of 2.00m in depth.

2.21 GARAGE DOORS:

Sectional overhead garage doors in traditional horizontal planking patterns (colours: natural timber or painted white) or white / bronze / charcoal aluminium (powder coated) or white PVC. No ornate raised patterns permitted. Side hung doors (with vertical / horizontal planking patterns) subject to approval by HOA.

2.22 BALCONIES:

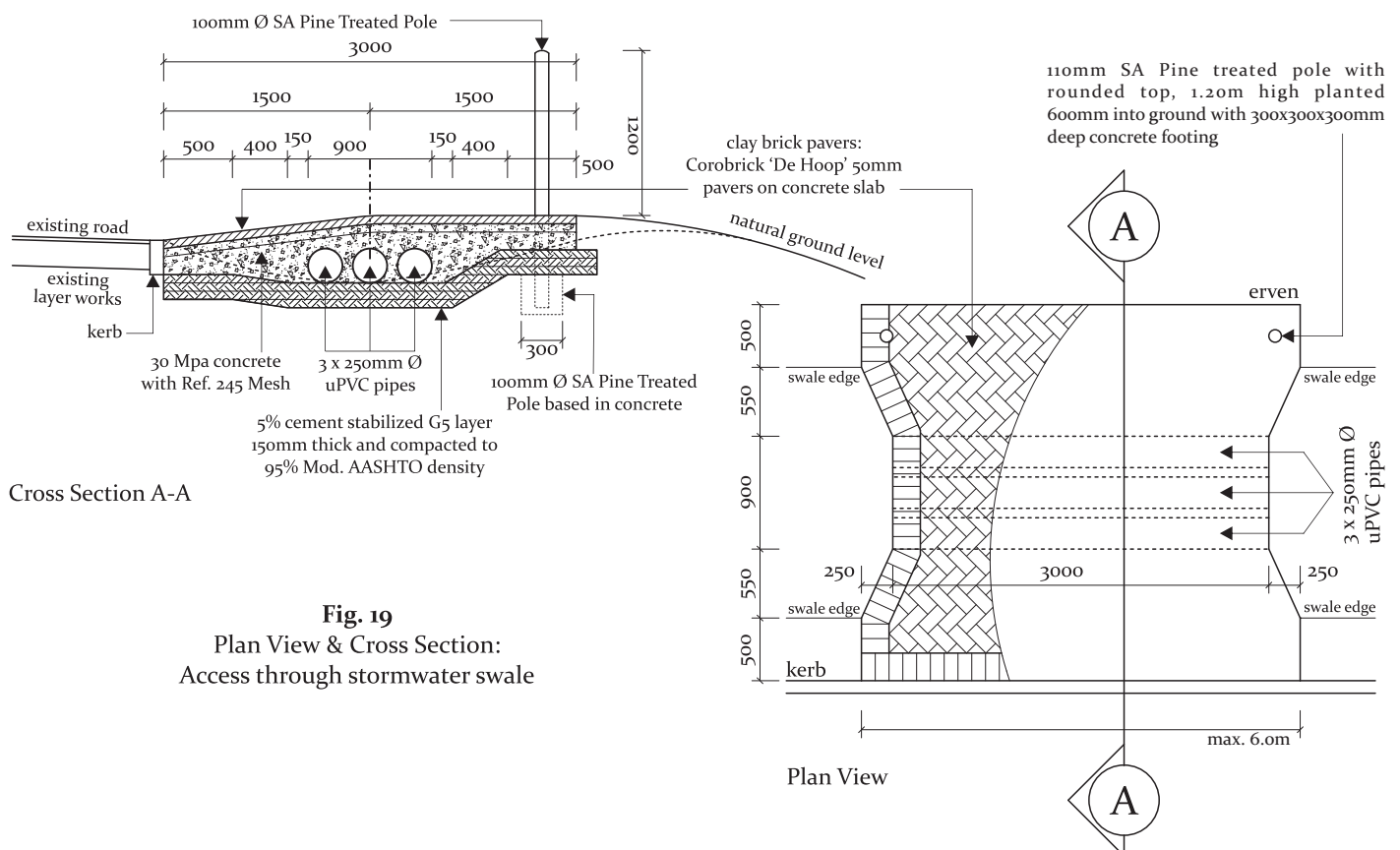
All balconies' sizes and designs are subject to HOA approval.

2.23 BALUSTRADES:

All balustrades to be simple in either horizontal or vertical design. No precast concrete or curved ornate steel balustrades will be allowed. All designs to be according to SANS regulations and are subject to the approval by the HOA.

2.24 DRIVEWAYS:

- Homeowners will be responsible for the construction of a driveway on the street reserve right up to the edge of the road according to the Kraaibosch Standard Specification and detail for driveways.
- All driveways to be constructed with approved clay brick pavers to match those used on intersections of roads or dark grey concrete cobble pavers in sizes of 110x110mm/150x150mm/210x140mm. Where rectangular shaped pavers are used, pavers to be laid in 'stretcher bond pattern' in a 'left to right' direction across the driveway width. Design subject to approval by HOA.
- Width of driveway access to road reserve to be limited to 6.00m. Wider driveway access can be applied for with a written motivated application to Kraaibosch DRP. Approval will be based on merit.
- On-site hard surface areas to be limited (as set out in Landscape design below). Parking for 2 cars to be provided on each residential erf.
- No driveway may be positioned on Kraaibosch Boulevard or Kaaimans Boulevard (unless no alternative road access available) in the interest of road safety and to ensure minimal damage to the stormwater swale along this Boulevard.
- Should driveway be placed on main ring road, driveway to be constructed as per Kraaibosch approved detail below:



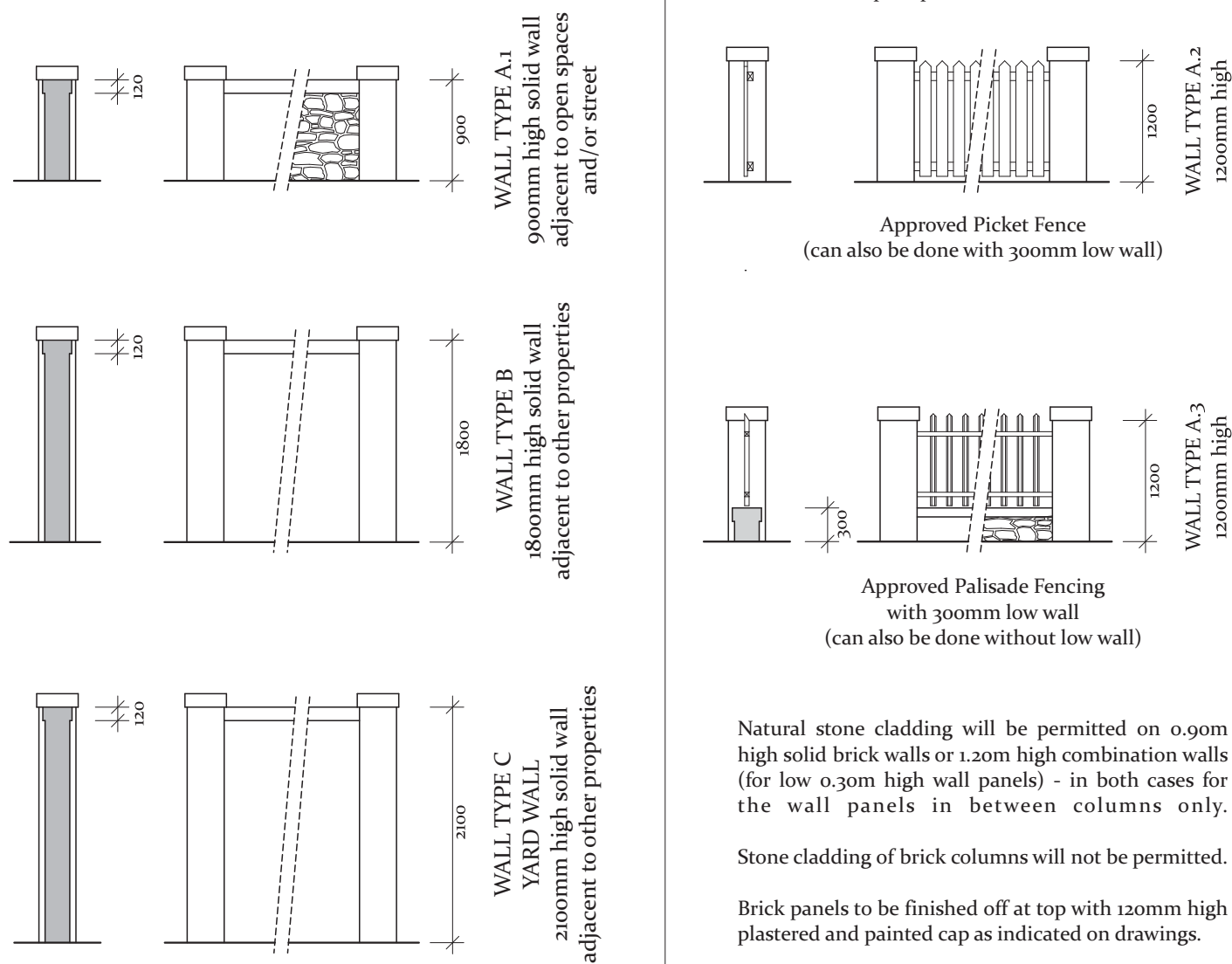
2.25 BOUNDARY WALLS, FENCES AND GATES:

- The garden walls and fences are an important part of the visual aspect of the estate & should be finished to Kraaibosch specification on both sides.
- The concept is to limit the height of walls along street boundaries and open spaces to ensure a flow between public and private spaces all of which will be landscaped areas.
- Street boundaries and adjoining open spaces: A continuous boundary wall of maximum 900mm high or approved open fence of maximum 1.20m high or a combination of continuous wall max. 300mm high with 900mm approved open fence above, may be constructed. For properties on the 'Identified Properties List', 1.80m boundary walls will be allowed, and 2.10m high boundary walls

2.25 BOUNDARY WALLS, FENCES AND GATES: (cont.)

- Side boundaries within street building line: All walls or fences are to return on the side boundaries at the maximum permissible height to match the street boundary fence or wall up to the street building line (See fig. 7 & 9 on pages 9-10).
- Side boundaries: From the street building line to the back boundary a common boundary wall or approved fence between stands not to exceed 1.80m in height, except for yard walls which have to be 2.10 m high.
- Rear boundaries: All common rear boundaries to have a wall or approved open fence of maximum 1.80m height.
- Take note: Palisade fencing to be powder coated.
- All walls, fences and gates to be indicated on plans and sections provided for approval.
- No boundary wall(s) are to be build over existing municipal services.
- No ornate gates and fences - may be considered by the HOA on written application. HOA's decision will be final.

Fig. 20 Boundary Walls



2.26 YARDS:

- All homes to have a yard to conceal dustbins, washing-lines, etc.
- Yards to be limited to a maximum area of 36.00m² (including yard walls).
- Yard walls to be solid 2.10m in height (dimension from finished floor level inside yard). Yard and screen walls should be similar to the basic materials & colours of the building / fence.

2.27 PLUMBING:

- Plumbing and drainage pipes on all elevations (especially second floor plumbing) to be concealed in walls or ducts (provide details for approval). Stub vent stacks are recommended.
- Hot water cylinders, where fixed to outside walls, to be concealed.

2.28 SOLAR HEATING:

Only solar panels may be visible on roof. This must be lined-up with windows and doors below as close as possible.

2.29 EXTERIOR LIGHTING:

- a. Exterior lighting should be so positioned so as not to create a nuisance to adjoining neighbours. Light units should not be bright and be placed to shine down and away from neighbours, streets and open spaces.
- b. Lights should either shine down, be of a hooded type design, or be behind frosted glass.
- c. Floodlights not permitted. Recommended exterior garden lights to be bollard type lights max. 1.00m high;
- d. Exterior lighting to be limited and to approval of HOA.
- e. Exterior lighting to be indicated on plans (plan & elevation) for approval by HOA.

2.30 EXTERNAL FIXTURES AND FITTINGS:

- a. Aerials and satellite dishes not to project above the roof ridge line.
- b. No air-conditioning and heat pump units to be visible from street or open spaces.

2.31 GENERAL :

- a. All plans must indicate at least one enclosed garage and this must be built in conjunction with the main dwelling.
- b. In terms of the constitution it is recommended that water storage tanks should be provided for each property by the owners. This must be clearly shown on plans, including down pipes leading there-to. Down pipes leading to rain water storage tank to be positioned directly below gutter outlet. Water tanks should be placed behind a solid brick wall or trellis work, so as to not be visible from any street and/or open space.
- c. No staff accommodation should be nearer to the street than the main building and must be contained under the same roof or integrated into the overall design.
- d. Staff accommodation and kitchen areas should open onto screened yards or patios where possible.
- e. **Outbuildings and / or additions must match the original building design in style, elevation and material usage.**
- f. **No flat roofed carports will be permitted unless they match and blend with the design of the main dwelling.**
- g. No dog kennels and covered facilities for caravans, boats or trailers are to be visible from the road or green areas.
- h. All washing lines must be within concealed yard areas.
- i. Mechanical equipment and plant such as air-conditioners (and grilles), ducts, pool pumps, etc. must be designed into the buildings / or adequately enclosed or screened off from view.
- j. No shade netting or wendy houses may be used.

2.32 EXISTING ORIGINAL BUILDINGS:

- a. The 2 existing dwellings on the property will be exempted from these guidelines.
- b. All alterations and/or additions to these dwellings must be approved by Kraaibosch HOA.

3.0 PROCEDURE FOR THE SUBMISSION OF BUILDING PLANS FOR APPROVAL

3.1 GENERAL:

- a. It is required of that all building plans be submitted for approval by the Kraaibosch Home Owners Association (HOA).
- b. All plans to be prepared by SACAP registered persons in term of the NBR regulations and municipal requirements.
- c. No building may be erected or altered externally without the approval of the HOA.
- d. Buildings have to be restricted to the Building Envelope. This information forms part of the approved subdivision diagram and clearly shows all building lines, services connections and vehicular access points.
- e. The HOA will forward the application and documentation to its Design Review Panel (DRP) for scrutiny and recommendation for approval.
- f. The DRP administers and applies the Design manual and makes its recommendations to the HOA in this regard.
- g. All building plans have to be approved prior to being submitted to the local authority for approval. A copy of the stamped municipal approved plan to be lodged to the Estate Manager prior to any work being commenced on site.
- h. Approval of building plans by the HOA does not absolve the applicant from any legal requirements pertaining to building the development of the site.
- i. No deviations or amendments to the HOA approved plans may be carried out without prior approval of the HOA.
- j. Prior to requesting an occupation certificate from the municipality, written clearance must be obtained from the HOA on the prescribed form. The onus lies with the owner to obtain this clearance certificate from the HOA timeously.

3.2 DOCUMENTATION TO BE SUBMITTED FOR DESIGN REVIEW PANEL APPROVAL

- a. Completed Kraaibosch Design Review Approval Application form. Pro-Forma document available on internet www.kraaibosch.co.za
- b. Completed Schedule of External Finishes and Colours form. Pro-Forma document available on internet www.kraaibosch.co.za
- c. A Land Surveyor Certificate showing existing ground levels and contours on all the boundaries, kerb levels and the positions of all existing trees on the stand.
- d. A Site Development Plan (Scale 1:200) showing all proposed buildings, coverage (%) , courtyards, driveways, paved areas, boundary walls and fences, site boundaries, building lines, services connections, swimming pools and 1 meter contours. Existing trees to be removed are to be clearly indicated. Layout and position of driveway to be indicated. Also show Soft landscape areas with percentages as per manual.
- e. Fully dimensioned floor plans and elevations (Scale 1:100) showing all buildings and site developments (including fences and boundary walls).
- f. Fully dimensioned construction sections (Scale 1:100) showing all building and site developments (including fences and boundary walls). The existing ground levels have to be indicated on all sections.
- g. Complete door and window schedule to form part of submission of plan to HOA.
- h. All awnings, antennae, satellite dishes, solar heaters and any items which do not form part of the basic building structure, are to be clearly indicated on the drawings.
- i. Boundary wall/fence details, including elevations.
- j. Drainage layout and how it is concealed, as well as the sewer connection.
- k. Exterior lighting to be indicated on plan and elevations for approval by HOA.

3.3 APPROVAL PROCESS

- a. A completed Application Form and two sets of the required documentation (coloured in accordance with NBR requirements) described in 2 above have to be submitted to the HOA. A HOA Scrutiny Fee of R3,000.00 is payable on submission of the application. This fee includes one correction submission as required by HOA. Preliminary sketch plans may be submitted to the HOA for evaluation prior to submission of final plans for approval. The Estate Manager will carry out site inspections as & when necessary during the construction process to monitor compliance with approved plans. It will not be the duty of the HOA or Estate manager to supervise the quality or accuracy of the building process.
- b. A final inspection by the HOA will be carried out prior to the owner applying for an occupation certificate from the local authority.
- c. All drawings have to be signed by the applicant.
- d. Should the DRP approve any proposed documentation that may deviate from the Design Manual under special circumstances, it will be motivated and submitted to the HOA for their final approval.
- e. Should any amendments to the documentation be required, two sets of the duly amended documents have to be submitted to the HOA. The scrutiny fee as per the item above will include for a maximum of 2 (two) submissions to the DRP.
- f. An additional HOA Scrutiny Fee of a R1,000.00 is payable with each additional subsequent Amendment Application submitted after the 2nd submission.
- g. An additional HOA Scrutiny Fee of a R1,000.00 is payable with each Amendment or deviation Application to HOA approved plan.
- h. The applicant will be advised of the DRP's decision within 7 days of the meeting. The HOA plan approval committee will meet every 3 weeks for scrutiny of plans.
- i. One set of the approved documentation with the HOA Stamp of Approval will be returned to the applicant for submission to the Local Authority for building plan approval. The required Building Plan Approval fee will be payable by the owner to the Local Authority on submission of the application.

3.3 APPROVAL PROCESS (cont.)

- j. On receipt of the Local Authority approval of building plans, the applicant may proceed with building operations in accordance with the relevant building by-laws, Standard Building Regulations and the approved building plans.
- k. A copy of the council approved plans must be lodged with the HOA prior to any work being commenced on site.
- l. The HOA will only approve the building plans after the tree protection plan and the position of the driveway have been addressed. A plan indicating all protected trees is available from them. These can be removed with Dept. of Nature Conservation approval. All other tree removals have to be approved by the HOA.
- m. The Estate Manager will carry out site inspections as and when necessary during construction to ensure compliance with HOA approval. Should non-compliance with the approved plan and or design manual be found, the Estate Manager has the right to stop all work on site until such non-compliance has been rectified.

3.4 PRO FORMA DOCUMENTS

The following Pro Forma documents will be made available to all owners by the Development Company to ensure that all applications are standardized.

- Kraaibosch Country Estate Guidelines. Available on internet www.kraaibosch.co.za
- Building Envelope Diagram
- Kraaibosch Design Review Approval Application form. Available on internet www.kraaibosch.co.za
- Kraaibosch Design Review Application : Schedule of Finishes and Colours available on internet www.kraaibosch.co.za
- Land Surveyor Certificate Available at Land Surveyors - Bailey & Le Roux Tel. 044 874 5315
- Certificate of Building Completion Application
- Standard driveway detail
- Approved plant list.

3.5 OCCUPATION

Occupation of the premises will only be allowed after the homeowner has produced an occupation certificate from the George Municipality (Remember that the Municipality will not process the application for the occupation certificate unless it is accompanied by the approved Certificate of Building Completion Application which is issued by the HOA).

4.0 LANDSCAPE DESIGN GUIDELINES

4.1 GENERAL

- a. The greater landscape of Kraaibosch Country Estate is characterized by undulating landforms and extensive wetland areas along intersecting water courses.
- b. The overall intention of landscape development at Kraaibosch Country Estate is to integrate the estate with surrounding nature areas and tie in with the “Village” concept of the residential component of the development.
- c. In order to achieve this informal planting of shrub- and groundcover areas is recommended rather than formal upright shapes and layout.
- d. Certain private open space areas blend into nature areas along water courses and can provide links with hiking trails and lookout points along various routes. Plant material in these areas can be specifically chosen to provide food (seeds, flowers, grasses, berries and other fruits) and nesting- or resting places for birds and other wildlife species that will inhabit nature areas.

4.2 CONDITIONS:

- a. All fences shall comply in height, position and finishes with the architectural guidelines. If the intention of the erf owner is to cultivate a hedge to define an erf boundary such hedge will be subject to the same height restrictions according to the architectural guidelines in order to maintain a homogenous street front.
- b. Materials and construction of retaining walls must conform to the architectural guidelines for exterior finishes and are subject to approval by the Kraaibosch HOA.
- c. Any proposed artificial rock feature is subject to approval by the Kraaibosch DRP.

4.3 RESTRICTIONS

- a. Removal of trees, shrubs or any other plants or natural elements such as rocks or firewood from nature areas by an erf owner or anyone employed by him is not permitted.
- b. No extension of an erf's garden area into adjacent nature area or private open space will be permitted without prior approval by the Kraaibosch HOA. This includes planting, storage, landscape elements such as berms, fencing, irrigation, pool equipment or cut to fill slopes or embankments. If approval is granted maintenance thereof will become the responsibility of the erf owner.
- c. Planting of road verges by individual erf owners will only be allowed subject to approval by the Kraaibosch HOA. If approval is granted maintenance thereof will become the responsibility of the erf owner.
- d. Domestic animals must be kept and retained within the erf boundaries. All domestic animals must be restrained with a leash when accompanied by erf owners in any of the nature areas associated with water courses. Any stray or unaccompanied animals will be removed from the Kraaibosch Country Estate at the expense of its owner.

4.4 PLANT SPECIES PERMITTED:

Due to the environmentally sensitive nature of the water courses and ecological processes associated with these seepage areas, environmental conditions restrict plant use to 80% indigenous plant material with preference given to locally indigenous species. A plant list of approved plants will be made available by the developer. Plants that are not listed will not be permitted unless approved by the Environmental Control Officer.

4.5 PLANT SPECIES NOT PERMITTED:

The following may not be planted: exotic conifer trees and shrubs, and any plant listed as alien invasive plant species according to the Conservation of Agricultural Resources Act.
