



## Architectural and building specifications & Building Regulations

- a) Owners and real right holders are obliged to ascertain themselves of applicable building restrictions and requirements, as special requirements apply to certain stands. The Building Committee (as appointed by the Trustees of the Body Corporate from time to time) should be consulted before architectural drawings are being prepared.
- b) All building activities need to be completed within a period of sixty months from soil breaking.
- c) All Building plans are to be submitted to the Building Committee and to the Bela Bela Local Municipality for approval before building operations may be commenced with. Approval from the Building Committee must however firstly be obtained in writing before handing in plans to the Local Authority.
- d) After approval of the building plans, a copy of the approved plan must be submitted to the Building Committee before any construction may commence.
- e) Only the professional surveyor appointed by the Trustees of the Body Corporate from time to time, will be allowed to enter Highlands to identify the boundary pegs and to survey any extension of the scheme or any extension of a Sectional Title Unit.
- f) All surveyor work to be affected will be for the account of the owner or real right holder. It is a requirement that the surveyor attends to an on-site inspection to point out the four corners of the real right area within which the building has to be constructed, to avoid any encroachments onto the common property.
- g) The application for approval of the building plans has to be accompanied by a letter of confirmation by the surveyor, as proof of compliance with the above.
- h) Plans must be prepared by a SACAP registered person and all work must comply with SABS 0400 National Building Regulations and all related SABS building codes.
- i) A Real Right holder should first obtain permission from the Building Committee as to where he will be allowed to erect his section within the area of his stand, as the placement of the section must be done in such a way as to comply with the Environmental Management Plan and the requirements of the owners of the adjacent property, namely Lekkerbreek. The impact of the building on the view of the neighbouring stands and/or farms will be taken into account and buildings should blend into the environment and not protrude prominently. If it appears that any part of the building will be visible from Lekkerbreek, the selection of the position and/or mitigation arrangements will be negotiated with Lekkerbreek by the Building Committee before approval of the position of the building.

j) Henceforth, footprint will refer to the total horizontal area covered by all the structures at a site, including houses, garages, carports, generator buildings, store rooms and the like. The measurement is in square meters and is unaffected by the number of floors. All parts of structures that are under a roof or some other type of cover are included in the footprint measurement even if such structures are not or only partially surrounded by walls. Roof overhang refers to that part of the roof that extends beyond a wall by up to fifty centimetres and is excluded from the measurement of footprint. Areas covered only with timber laths are excluded from the measurement of footprint.

A collective footprint not exceeding 250 (Two hundred and fifty) square meters is permitted, unless otherwise specified in approved building plans and/ or the approved development and resort rights. Buildings that are subject to certain restrictions imposed by the farm Lekkerbreek may have a collective footprint of 300 (Three hundred) square meters if the height is limited to eight meters.

k) Unless otherwise specified in building plans filed at the Deeds Office, the minimum footprint of any section may not be less than 80 (Eighty) square metres, provided that a minimum footprint of 50 (Fifty) square metres will be accepted on condition that future extensions are shown on the building plans and completed within a period of five years of completion of the first phase. This rule is subject to the fact that a building plan is obliged to be in accordance to the Section 25 elevation plans which have been filed at the deeds office for the specific section to be erected.

l) All buildings must be placed inside a circle of 50 (Fifty) meters diameter. Buildings that are subject to certain restrictions imposed by the farm Lekkerbreek must be placed inside a circle of 70 (Seventy) meters diameter if the height is limited to eight meters.

m) No shade cloth car ports will be allowed.

n) Only thatch roof houses, cement roof tiles, Harveytile, Chromadek steel roofing and green roofs are acceptable. With the exception of green roofs, all roofs must be in dark matt colours. The permitted colours for Harveytile are grey, black and green. The permitted colours for Chromadek are "Charcoal Grey", "Aloe Green" and "Buffalo Brown". The trustees may, at their sole discretion, permit other products that are equivalent in appearance and quality to Harveytile or Chromadek, but specifically excluding galvanised metal sheets that are not colour coated by the manufacturer. The building subcommittee shall ensure proper finishing of Chromadek roofs especially around the edges of such roofs. "Green roof" refers to a roof that is partially or completely covered with vegetation indigenous to Highlands Wilderness, planted over a waterproofing membrane.

o) Sufficient lightning conductor/s must be installed for all thatch roofs and needs to comply with the specifications of the insurer.

p) Thatch roofs must be covered with protective bird mesh.

q) The section must be positioned in such a way that the horizon is not broken and if there is danger of the skyline being broken, procedures as stipulated in the Environmental Management Plan should be followed.

r) Roof height may not exceed 10 (Ten) meters from natural ground level and sections to be erected adjacent to the neighbouring farm Lekkerbreek, have to limit the roof height to 8 (Eight) meters.

s) Only dark face brick or stone finish walls and dark earthy colour plastered wall finishes may be used.

- t) Approved septic tanks and French (soak away) drains may be used.
- u) Solar panels need special security measures as issued by the Trustees of the Body Corporate.
- v) Bush clearing around houses may take place after consultation and consent by the Building Committee, but owners should keep damage to trees to an absolute minimum. Soil should not be disturbed unnecessarily, in order to avoid growth of weeds and damage to indigenous plants.
- w) Outside lighting must be kept to a minimum. Outside lights must be low wattage down-lights, gas lights or foot lights, if the owner feels it to be necessary. Spotlights, floodlights, bulk-heads, coach lights, (any unconcealed lights) as external lights on any building are not permitted. No up lighting that emphasizes structure or elevations at night is allowed to be installed and all external lights should be of a type preventing light to cast away from buildings.
- x) The owner will effect the necessary construction risks insurance and will see that the Building Contractors or Independent Contractors appointed by a real right holder take out the necessary insurance to indemnify the Body Corporate against claims for any loss, damages or injury, as follows:
- i) Contractors all risk insurance (In other words the sum insured on the policy must be for the value of the work being carried out, as well as the value of the existing structures and that cover must be extended to include cover until beneficial occupation, by the owner and registration of the section at the deeds office).
- ii) Public Liability insurance, including cover for surrounding property and the liability arising from the Spread of Fire. (Minimum amount of cover should be 10 times the value of the house). The Body Corporate of Highlands Wilderness must be listed as a jointly insured party on the Insurance policy arranged on behalf of the contractor.
- iii) Proof of the above insurance cover must be provided to the Body Corporate prior to the commencement of work.
- y) Immediately after the completion of the buildings, the owner/real right holder is obliged to contact the appointed surveyor to survey the structure and to prepare the sectional plans for the structure. The structure has to be registered as a section or the extension of a section at the Deeds Office, at the cost of the owner/real right holder, within 90 days from date of completion of the buildings. The attorney appointed by the trustees will be attending to the deeds office registration process. The owner shall join the Body Corporate insurance scheme once the house is occupied (as defined in the Management Rules) and the insurance premium will be added to his account.
- z) Directly after the registration of the sectional plans at the deeds office, the owner shall provide the Body Corporate with a copy of the approved sectional plans of his section and also with a copy of the title deed when delivery of same has been received from the deeds office.
- aa) Once a section has been registered then the Trustees may approve the building of any additional structure located within the borders of the original area of the real right of extension and the section owner is not obliged to follow the process in terms of section 24 of the Sectional Titles Act UNLESS such structure consists of a foundation, walls and roof (an enclosed area), in which case the Section 24 route will be mandatory. Any additional structure will be subject to all other building regulations, specifically rule 29 j) regarding total footprint. The section owner will be responsible for the future maintenance and additional payment of insurance premium even if the additional

structure forms part of common property. The section owner must take appropriate action if the additional structure increases the risk of fire to existing buildings.

## Rules governing contractors and sub-contractors and to be enforced against members

a) Only builders registered with the NHBRC will be allowed to attend to any construction activity within Highlands and proof of a valid NHBRC certificate has to be submitted to the Building Committee, before the commencement of construction within Highlands.

b) All building work must be certified by registered professionals of applicable certification.

c) The Building Contractor ("Contractor"), his Sub-contractors and workers will at all times be subject to the rules and regulations issued by the Body Corporate.

d) No construction activity may commence until a tri-party building contract has been concluded between the owner/real right holder, building contractor and the Body Corporate, which agreement is obliged to contain the provisions of Paragraph 30, 31 and 32 of these rules, where same relates to the erection of buildings and rules applicable to contractors, etc.

e) No Contractor/Sub-contractor will be allowed to stay or overnight on Highlands.

f) Contractors/Sub-contractors/Deliveries will only have access to Highlands based on the following days and times: –

\*Monday to Fridays between 7h00 and 17h00

\*No Access on Saturdays, Sundays and Public Holidays

\*Special deliveries and emergency services (e.g. electrical, water, TV, air conditioning etc.) must carry the approval of the Trustees of the Body Corporate.

\*All contractors and workers are obliged to exit Highlands by vehicle before 18h00 on any given week day.

g) Access roads may only be made once the final building site, within a specific stand (real right area), is decided upon.

h) All building sites must have at least one site toilet. The owner/real right holder needs to ensure that the Builder or another party has erected a potable or chemical toilet facility before any staff commence with building activities or site clearing on the stand.

i) NO OPEN FIRES may be made by Contractors or Sub-contractors. Should there be a need for cooking fires it is the duty of the builder to build a wind shielded fire place for this purpose. Such a fire place needs to be within a clearing with at least a 2 (two) metre radius, free from any flammable substance. Unmanned fires are strictly prohibited.

j) No Contractor/Sub-contractor will be allowed to move off the building site or walk freely in Highlands or between stands. No pedestrian activity by the Contractor/Sub-contractor and their workers will be tolerated anywhere within Highlands and thus no walking

between the entrance gate and the building site will be allowed. The aforesaid persons are provided access to Highlands on the strict understanding that access is only granted for work on the applicable building site. No access to other sites or use of common property will be tolerated and such action will lead to immediate and permanent refusal of access for the applicable person/s. Abuse of access permission will lead to removal from the premises and permanent refusal of further access.

k) The Contractor/Sub-contractor will ensure that NO litter or building rubble is left on the building site. The site must be kept neat at all times. The Contractor must ensure that suitable provisions are made for rubble removal during the week and need to remove the said rubble weekly. Rubble may never be in such a state or position as to pose a temptation to animals. Waste food and its lure for primates needs special consideration. The Contractor should see to it that his Sub-contractors and workers adhere to these requirements. Littering will not be tolerated and fines will be imposed on the Owner of the specific stand if any of the workers linked to the stand and his building site are found littering anywhere in the reserve.

l) Delivery of material may only take place during building hours and must be to the applicable site only. Where the mass of a vehicle exceeds the maximum as stipulated by the Building Committee according to the road conditions at the time, delivery needs to be at the off loading site of which the location will be made available on request.

m) The owner/real right holder is responsible for the building site and building activities and the building site must at all times be kept in accordance with the Occupational Health and Safety Act No. 85 of 1993. All Contractors/Sub-contractors must comply with Health and Safety Regulations at all times.

n) Signage of the Contractor must comply with the standards set by the Building Committee and no signage may be erected by Sub-contractors. All signage must be removed on completion of the building process.

o) The Contractors and Sub-contractors will not be allowed to erect any fencing as storage area and cargo containers or temporary storage structures, to be used for the storage of building equipment, will only be allowed if same complies with the requirements of the Building Committee. These items/structures need to be removed on completion of the building activity.

## 32. Security applicable to contractors

a) All Contractors/Sub-contractors' vehicles must be registered with the Body Corporate before entering any section of Highlands.

b) The driver of a vehicle entering Highlands needs to be in possession of a valid and applicable drivers licence and will have to sign in said vehicle, which needs to be fully roadworthy and licensed.

c) All Contractors, Sub-contractors and workers must be in possession of an ID card (see paragraph 25(b) above) issued by the Body Corporate, which should be carried at all times whilst in Highlands. They furthermore also need to present an ID card at the security entrance which has been issued by their own company, and must reflect the following details:-

# MAIN CONTRACTOR

Photograph

Name of Company

Name of Employee

Site Number

Company telephone number

# SUB-CONTRACTOR

Photograph

Name of Main Contractor

Name of Company

Name of Employee

Site Number

Company telephone number

d) Access control registers must be completed at the gate, and names must appear on the arrival list in order to gain access to Highlands. All Contractors/Sub-contractors need to inform the dedicated person as nominated by the Trustees from time to time in advance to have their names added to the arrival list.

e) All Contractors/Sub-contractors and other workers need to have valid ID books and/or work permits available for inspection whilst they are entering Highlands. Comparison of faces and identification documentation, body count upon entry and exit, signing procedures and searching of vehicles, Contractors, Sub-contractors and workers will be conducted. Non-co-operative individuals may be denied access to Highlands and those persons whom are not in possession of a valid South African identity document or work permit, will be also be denied access to Highlands.

f) Speed limits must be obeyed at all times by all Contractors/Sub-contractors.

g) All workers must stay within the perimeter of the building area.

h) Any Contractor/Sub-contractor found in breach of the above Rules and Regulations will be asked to exit Highlands