



ARCHITECTURAL DESIGN GUIDELINES

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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 buildings plans.
- 1.2 The purpose of these design guidelines 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 guidelines 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 architects will also assist in attaining this goal.

- 1.3 The construction of new dwellings/improvements must be completed according to the approved building plan within 12 months of the date of commencement of any building activity. Should this not be adhered to, the ZHOA will have the right to introduce penalties. A copy of the certificate of occupation as issued by the Local Authority, as well as copies of the Engineer's Completion Certificate for the structure and Engineer's certificate for the Roof Construction to be submitted before 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 design process.
- 1.5 The purchaser 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 esthetical committee or architect, prior to designing the proposed house to determine the intent of the design parameters set for the development. Details of the esthetical committee are available from the managing agents. 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.

- 1.8 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 75m² will be allowed on erven larger than 1000m², provided 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 70%.
- 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.

2.2 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: Erf size 501 – 700 m²: 2 meters
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 :Erf size 501 – 700 m² : 3 meters
Erf size of larger than 700 m² :
4 meters
- 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 a public open space, the following building lines will apply:
Single Storey Dwelling: 3 meters from the public open space;
Double Storey Dwelling: 4.5 meters from the public open space;
Thatch Roof Dwelling: 4.5 meters from the public open space.
- 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 will be considered or granted 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 what ever kind for the sake of privacy then the solid wall may not exceed 50% of the total length of the boundary, for corner stands 75%.

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 item 3.1

4. BUILDING DESIGN GUIDELINES

- 4.1 All plans should be prepared by a Registered Architect or a registered Architectural Designer and submitted for approval to the esthetical committee of the Homeowners Association nominated by the ZHOA (See item 9 Building Plan Submission). Only after this approval has been obtained can the plans 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 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 the street or any area visible 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 in approved undercover parking.
- 4.8 No pre-fabricated garden sheds or "Wendy houses" will be allowed on the Estate without the prior written approval of the ZHOA and must be positioned within the building lines of the erf and may not be visible from the street or public areas.
- 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 drawings. All down pipes must match the colour of the wall to which it is fixed.
- 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 drawings. **If the positioning of the aforementioned can not 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.

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

5. APPROVED BUILDING MATERIALS AND DESIGN STYLES

5.1 ROOF COVERINGS

The following roof coverings will be allowed:

- Approved Metal Sheetting
- All concrete roof tiles
- Slate roof tiles
- Flat concrete roof with non-reflecting finish
- Thatch roofs

All roof colours must be natural colours, Dark Grey or Charcoal, and approved by the esthetical committee.

No un-painted galvanized gutters, drain pipes or solar panel pipes will be permitted. All exposed gutters and rainwater goods or solar panel pipes to be painted to match the colour of the building.

5.2 STRUCTURAL WALLS AND SCREEN WALLS

- Walls may be face brick, plastered or bagged, but colours must be submitted for approval.
- Face brick to be used must be of a red, stone colour or autumn range of colour and samples must be approved by the esthetical committee.
- Natural stone and other stone will be permitted but samples must be approved by the esthetical committee.
- Selected semi-face bricks with autumn colours as approved by esthetical committee.
- All screen walls must be completed and finished on both sides.
- Any other building materials must be approved by esthetical 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

6.4.1 Landscaping on sidewalks must be undertaken within the integrated landscape language of the Zambezi Country Estate.

6.4.2 The landscaping theme of The Zambezi Country Estate is to be encouraged in the use of indigenous trees and plants.

6.4.3 All driveways must be paved. Preference will be given to clay brick paving, coloured interlocking or cobble stone. The paved sidewalk must get priority over the drive-ways and may not be removed.

6.4.4 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.

6.4.5 Planting of hedgerows is also encouraged where palisade fencing is used.

6.4.6 No trees, plants or sidewalk lawn may be removed without prior approval of the ZHOA.

6.4.7 No shrubs, trees, flowers or plants may be planted on sidewalks without prior approval of the ZHOA.

7. CONSTRUCTION ACTIVITIES

As the building within the residential estate will be constructed over a considerable time period, the following guidelines have been formulated for 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.
- 7.2 No advertising or sub-contractors boards will be permitted. Only the approved contractor/professional board will be permitted.
- 7.3 No workmen will be permitted on site between the hours of 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.
- 7.5 Construction hours are restricted from 06H00 to 18H00 Monday to Friday and with prior approval, from 06H00 to 15H00 on Saturdays. No construction activity is to take place on Public Holidays or Sundays except with the prior written approval of the ZHOA. With special consent of the ZHOA, building activities may be extended to 18:30 during the months of September to end March.
- 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 managing agent. If a separate entrance is made available for construction vehicles, only that route may be used.
- 7.7 Fines may be levied from time to time by the ZHOA for contractors and delivery vehicles that spill material en-route, damage roadways and kerbs, stain tarmac and generally create nuisance within the estate.

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.
- 8.2 It is recommended that the home owner or his Architect discuss his proposed design concept with the esthetical committee at an early stage.
- 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 ZHOA will be responsible for the maintenance of the street cobble stone paving as well as the special street lights.
- 8.5 The day to day running of the estate will be managed by First Property Trust (Pty) Ltd (FPT). All queries regarding levies or any enquiry relating to the running of the estate must be directed at FPT. Their contact details are:

TEL: 012 341 1100
FAX: 012 341 1144
POSTAL: PO BOX 26479
ARCADIA
0007

Estate Manager
Cheryl Brand
078 725 9513

- 8.6** Existing boundary walls: Once an owner starts to build on his/her property, he/she will be liable to share the costs of an existing/previously built communal boundary wall with the adjacent owner.

Negotiations regarding this matter will remain a private issue between the neighbours involved.

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 R1 500-00 per erven is payable to the ZHOA Architects on submission of plans to their offices.
- 9.1.2** Each time plans are resubmitted for consideration due to amendments to previously submitted plans an additional R300.00 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 additions will be R600.00 per erven, payable to the ZHOA Architects on submission to their offices.

9.2 BUILDING DEPOSITS

- 9.2.1** A building performance 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 certificate. Plans will only be approved once this payment is made.
- 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 spot fines.

9.2.3 The building performance deposit shall be released on submission to the managing agent of a Local Authority's Certificate of Completion and Occupancy and shall be refunded within fourteen (14) days after ZHOA has 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.

9.3 SUBMISSION OF PLANS

9.3.1 First Submission: One set of drawings (Signatures not necessary at this stage)

9.3.2 Second 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 are 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 dimentions, 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.

- 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 Aesthetic 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 Estate Manager 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 full pre-approval checklist and application form are to be obtained from the controlling architects before submitting the plans. Please complete the application form in full before submission.**
- 9.3.8 All plans must be submitted during working hours (Mon-Tue 08h00 – 16h30, Fri 08h00 – 14h00) to Beatrice Eybers Architectural Consultants situated at No 10 Melba Place, Montana Park.

The contact details are:

TEL / FAX: 012 548 0670

CELL: 0823382104 (Beatrice)

E-MAIL: beatr@mweb.co.za.

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

Annexure A

ACKNOWLEDGEMENT BINDING ON ALL OWNERS

The owner and his/her contractor and sub-contractors will be bound by these Architectural Guidelines and any amendments thereto from time to time, and no elevation or relaxation will be permitted without the prior written approval of the Excom of 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 guidelines and which is binding on the buyer or lessee.

OWNER'S NAME

SIGNATURE

WITNESS

DATE

STAND NUMBER

CONTACT DETAILS
