



**MOUNT EDGECOMBE**  
COUNTRY CLUB ESTATE

Mount Edgecombe Country Club Estate Management Association (RF) NPC  
Registration No. 1992/003562/08

“Meccema 1”

**GENERAL DESIGN CONTROLS**

## INDEX TO THE DESIGN CONTROLS

1. INTRODUCTION
2. THE DESIGN CONTROLS - ARCHITECTURAL PHILOSOPHY
3. GENERAL DESIGN PRINCIPLES
4. FAR, COVERAGE AND BUILDING LINES
5. GENERAL CONTROLS
  - 5.1 ROOFS
  - 5.2 EXTERNAL WALLS
  - 5.3 WINDOWS and DOORS
  - 5.4 VERANDAHS AND SIMILAR EXTERNAL ELEMENTS
  - 5.5 AWNINGS/BLINDS/EYEBROW ROOFS OVER WINDOWS AND DOORS
  - 5.6 GARAGES AND CARPORTS
  - 5.7 SWIMMING POOLS / SPA BATHS / KOI PONDS / WATER FEATURES
  - 5.8 LOFT ROOMS
  - 5.9 TV ANTENNAE, TELEPHONES AND RECEPTION DEVICES
  - 5.10 ROOF FIXTURES
  - 5.11 PV SOLAR PANELS AND HOT WATER SOLAR SYSTEMS WITH PANELS
  - 5.12 WATER STORAGE TANKS
  - 5.13 LANDSCAPING ELEMENTS / POOL SURROUNDS
    - 5.13.1 PAVING
    - 5.13.2 DRIVEWAYS
    - 5.13.3 BOUNDRY FENCING
    - 5.13.4 SCREENING
    - 5.13.5 STREET ADDRESS NUMBERS
    - 5.13.6 OUTSIDE LIGHTING
    - 5.13.7 MOTOR AND PEDESTRIAN GATES
    - 5.13.8 AIRCONDITIONING PLANT AND EQUIPMENT
    - 5.13.9 BURGLAR ALARMS
    - 5.13.10 LANDSCAPING PLANTING GUIDE
    - 5.13.11 STORMWATER
    - 5.13.12 GENERATORS and WIND TURBINES
6. THE DESIGN REVIEW PROCESS
7. THE DRAWING SUBMISSION PROCEDURE
8. APPOINTMENT OF A CONTRACTOR
9. OWNER BUILDER
10. CONSTRUCTION AND COMPLETION

### APPENDIXES

- APPENDIX 1 : APPLICATION FOR APPROVAL OF BUILDING PLANS
- APPENDIX 2 : SITE HANDOVER AND COMPLETION CERTIFICATES
- APPENDIX 3 : CHECKLIST
- APPENDIX 4 : AGREEMENT-CONTRACTOR OBLIGATIONS
- APPENDIX 5 : NOTICE BOARD
- APPENDIX 6 : CONTRACTORS INFORMATION SHEET

## 1. INTRODUCTION

Prior to submitting plans to the Local Authority, all property owners will be required to submit building alteration plans to the Mount Edgecombe Country Club Estate Management Association (RF) NPC (MECCEMA-1) for aesthetic and planning approval.

During construction/alterations and in order to maintain the stringent aesthetics of the Estate, no changes to the approved elevations, without prior written authorisation, will be permitted.

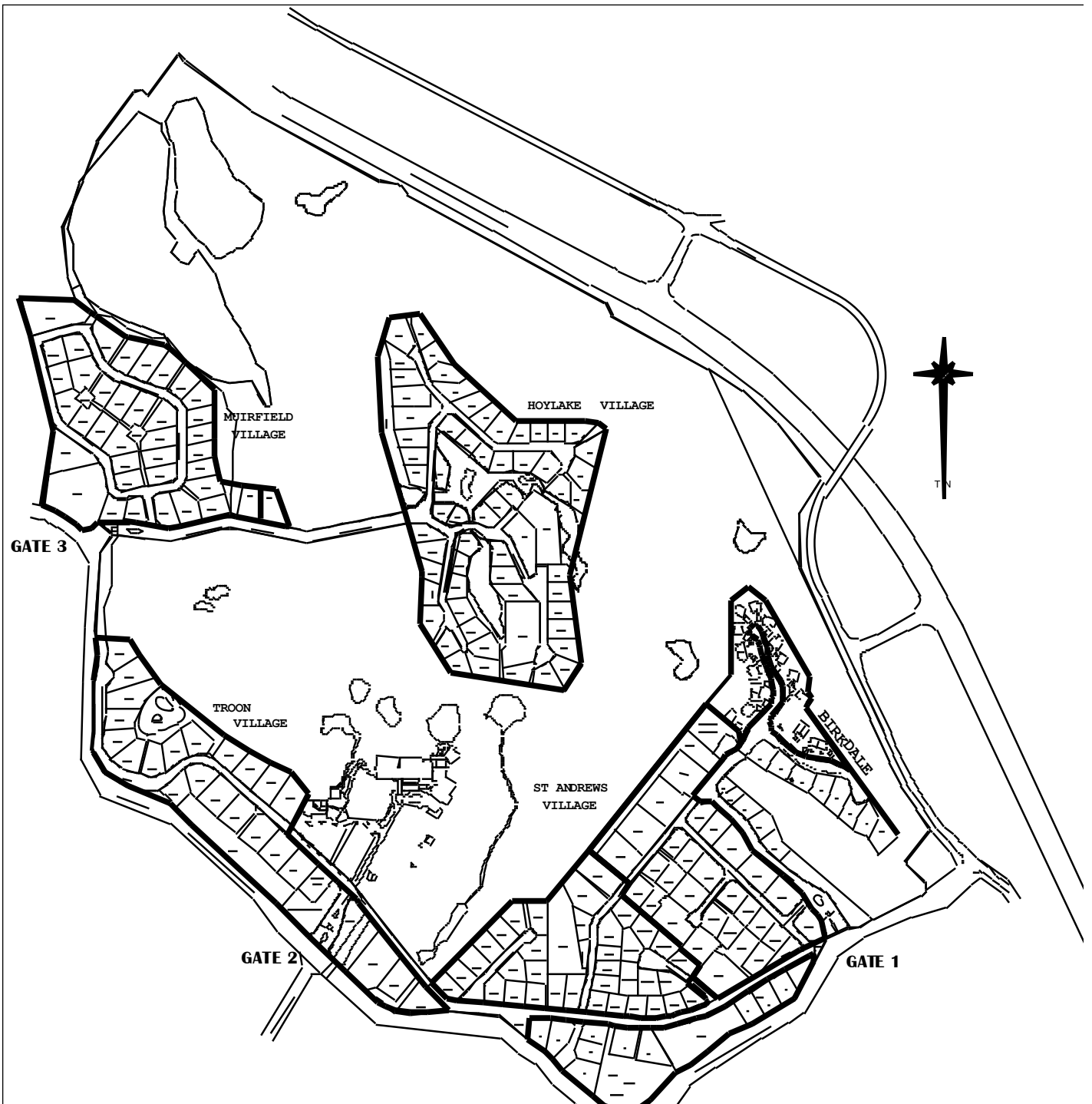
Additionally, any superficial alteration, not normally requiring municipal approval, to any building or property, including vegetation, landscaping, fencing, position of any air conditioner; pool pump; blinds; awnings; generator; solar panel etc and/or screening will require MECCEMA-1 written approval.

Scrutiny Architects may be appointed by MECCEMA-1 to act as review Architects on the Planning and Aesthetics Committee (P&A Committee). As such the P&A Committee act as an “aesthetic watchdog.” The P&A Committee should always take a global view of what is most beneficial to the Estate, whilst balancing the individual requirements of the owners.

**NOTE: NO ADDITIONS OR ALTERATIONS ARE TO COMMENCE WITHOUT PRIOR WRITTEN APPROVAL OF PLANS BY MECCEMA-1 AND THE LOCAL COUNCIL.**

This revision of the General Design Controls supersedes all previous versions of the General Design Controls and Village Development Controls.

**THIS IS A WORKING DOCUMENT AND IN KEEPING UP TO DATE CERTAIN CHANGES COULD BE MADE. THE ONUS IS UPON THE OWNER TO OBTAIN THE LATEST COPY OF THESE GUIDELINES BEFORE COMMENCING PLANS.**



**THE MOUNT EDGECOMBE COUNTRY CLUB ESTATE 1**  
Showing Birkdale, St Andrews, Troon, Muirfield & Hoylake Villages

## 2. THE DESIGN CONTROLS - ARCHITECTURAL PHILOSOPHY

Mount Edgecombe Country Club has a well-established golf course and club facilities, adjacent to Estate 1. These guidelines encourage the natural development of houses within certain parameters. A strong precedent in architectural style was set by the clubhouse building and the original show village in Birkdale. It is, therefore, the intention of MECCEMA-1 that all structures and buildings erected on the Estate are complimentary to the **Natal Verandah style architecture**, incorporating simple elements from colonial plantation style architecture. The architecture should not be cluttered with detail but rather a more contemporary approach to the theme. Emphasis is on outdoor living and its expression should be encouraged.

Property owners and designers should note that the Mount Edgecombe Natal Verandah style is a reference to the Natal Verandah Architecture. The specific controls therefore refer to a specific style or architecture appropriate to the Mount Edgecombe Country Club Estate and not necessarily exact Natal Verandah style architecture.

It was important that houses fronting onto the golf course and water features would establish a relationship with the course/feature. This for example, was achieved through front lawns and low boundary enclosures. To the street side, the suburban residential streetscape must be maintained. This can be achieved by keeping boundary enclosures low and uniform and where higher fences are used, they should be a type that enables inward as well as outward views. Furthermore, the careful placing of garages, loft rooms, front gates, lighting and landscaping will also enhance the streetscape.

## 3. GENERAL DESIGN PRINCIPLES

All areas within the Estate share some common criteria. Through the application of these criteria, an integrity and homogeneity of style and finish will be maintained. The P&A Committee is vigilant of the fact that any alteration to a dwelling should synergise with the architecture of the main dwelling. In every case each application is considered on merit.

A suggested range of finishes and elements have been approved, and by working within this range and by applying the additional criteria specific to any area, sufficient scope to suit individual requirements and taste is conceded, whilst a sense of harmony is attained.

## 4. FAR COVERAGE AND BUILDING LINES

The Estate guidelines on Floor Area Ratio (FAR), Coverage and Building Lines are aligned with the Municipal (Local Authority) requirements which can be summarised as:

## **TOPIC**

### **FAR**

### **Coverage**

### **Building Lines**

### **Neighbours' Consent**

### **Golf Course / water frontage building line**

### **Overhangs**

## **DEFINITION**

Includes verandahs, but excludes garages

Per Township Development Guidelines

7m to the front and 3m to the side

Required as per Municipal requirements

6m where there is a golf course or water frontage

Less than 600mm over the building line does not require neighbours' consent

## **5. GENERAL CONTROLS**

### **5.1 ROOFS**

#### **SPECIFIC EXCLUSIONS**

##### **MATERIALS**

- Corrugated fibre cement
- Metal sheeting (other than aluminium)
- Thatch, shingle, slate or plastic

##### **FORM & ELEMENTS**

- Roof pitch exceeding 45°
- Semi-circular or vaulted roofs
- Roof pitch lower than existing
- Flat Roof or Flat Roof connections are not permitted

#### **GENERAL INCLUSIONS**

- Cement Roof tiles in Double Roman/Marseilles
- Corrugated Aluminium roof sheeting
- Roof tiles to match existing roof goods
- PVC, aluminium, or fibre cement rainwater goods
- Roof pitch to match existing houses
- Dormer windows
- 35° roof pitch

### **5.2 EXTERNAL WALLS**

#### **SPECIFIC EXCLUSIONS**

##### **MATERIALS**

- Plaster effect such as Spanish or textured other than those permitted under "General Inclusions"
- Rough plaster
- Ornate mouldings
- Highly reflective finishes
- Fair-face brickwork above 1.2m from ground level
- Cement bricks
- Clinker bricks externally
- Cement brick paving
- Coloured electric light bulbs
- Winblocks

#### **GENERAL INCLUSIONS**

- Natal Verandah Style
- Plaster to match existing
- Plaster bands
- Plaster and paint
- Face Brick (Corobrick Spanish Terracotta Satin or Travertine)
- Face Brick to match existing
- Plantable terra-force retaining walls
- Hardwood or metal veranda posts

#### FORM AND ELEMENTS

- Decorative elements such as Spanish, Cape Dutch and Tudor
- Precast concrete columns other than Victorian or Natal Verandah Style
- Pre-cast Quoining
- Fake shutters
- Plaster bands to doors and windows
- Gable features
- Plaster quoining
- Bay Windows
- Shutters
- Victorian or Natal Verandah Style

#### GENERAL - FORM & ELEMENTS

- Temporary structures, tool sheds and wendy-houses
- Post boxes other than approved by MECCEMA-1
- Structures to comply with National Building Regulations
- Service to areas to be out of view from the Street or Golf Course
- Hidden plumbing on all relevant elevations

<b>PAINT COLOURS FOR ROOF AND EXTERNAL WALLS</b>		
	<b><u>SPECIFIC EXCLUSIONS</u></b>	<b><u>GENERAL INCLUSIONS</u></b>
<b>Colour</b>	<ul style="list-style-type: none"> <li>No other colour other than that specified under “general inclusions”</li> <li>Light coloured or reflective roofs</li> </ul>	<ul style="list-style-type: none"> <li>White only for external apertures i.e. all beams, facias, barge boards, window surrounds including plaster bands, downpipes, rainwater goods etc.</li> <li><b>Roof paint</b> Dulux Green Felt and Plascon Green Leaf TRP 216  <i>Old St Andrews roofs may remain terracotta in colour, but owners may paint these green if they so desire.</i></li> <li><b>Wall Colours</b> Dulux Linen (40YY78/140) Dulux Wood Lilly Dulux Cameo Silk 2 (60 YY 83/062)  <i>Old St Andrews Homes - the wall and plaster bands should be repainted in the new colours (i.e. remove the green and white on re-painting).</i></li> </ul>
<b>Form &amp; Element</b>	<ul style="list-style-type: none"> <li>Conjoined units will only be permitted 1 of the 3 approved colours subject to Body Corporate rules and approval &amp; in accordance with Meccema 1 regulations.</li> <li>Any unit with linking walls must be the same colour.</li> </ul>	<ul style="list-style-type: none"> <li>Only 1 of the 3 approved colours permitted on any individual home.</li> <li>Units within a Sectional title complex are permitted to use any of the 3 approved colours subject to Body Corporate approval.</li> <li>Make of paint can be Dulux or Plascon. Any other source has to match the Dulux and Plascon colours.</li> </ul>

ALL COLOURS AND MATERIALS TO BE CONSISTENT THROUGHOUT ON ANY PARTICULAR SITE



## **GENERAL ARCHITECTURAL STYLE**

Recommended Mount Edgecombe Country Club Estate style as illustrated by photographs below:



## 5.3 WINDOWS & DOORS

### SPECIFIC EXCLUSIONS

#### MATERIALS

- Tinted reflective glass
- Ornately carved doors
- Glass panels or doors to veranda surrounds
- Railway sleeper doors
- Pressed metal doors
- Unpainted other than internal areas
- Stained hardwood other than internal areas
- UPVC windows

#### COLOUR

- Any colour "aluminium hardwood or UPVC except white"

#### FORM & ELEMENTS

- All windows other than those under "general inclusions"
- Fake shutters
- External burglar guards

### GENERAL INCLUSIONS

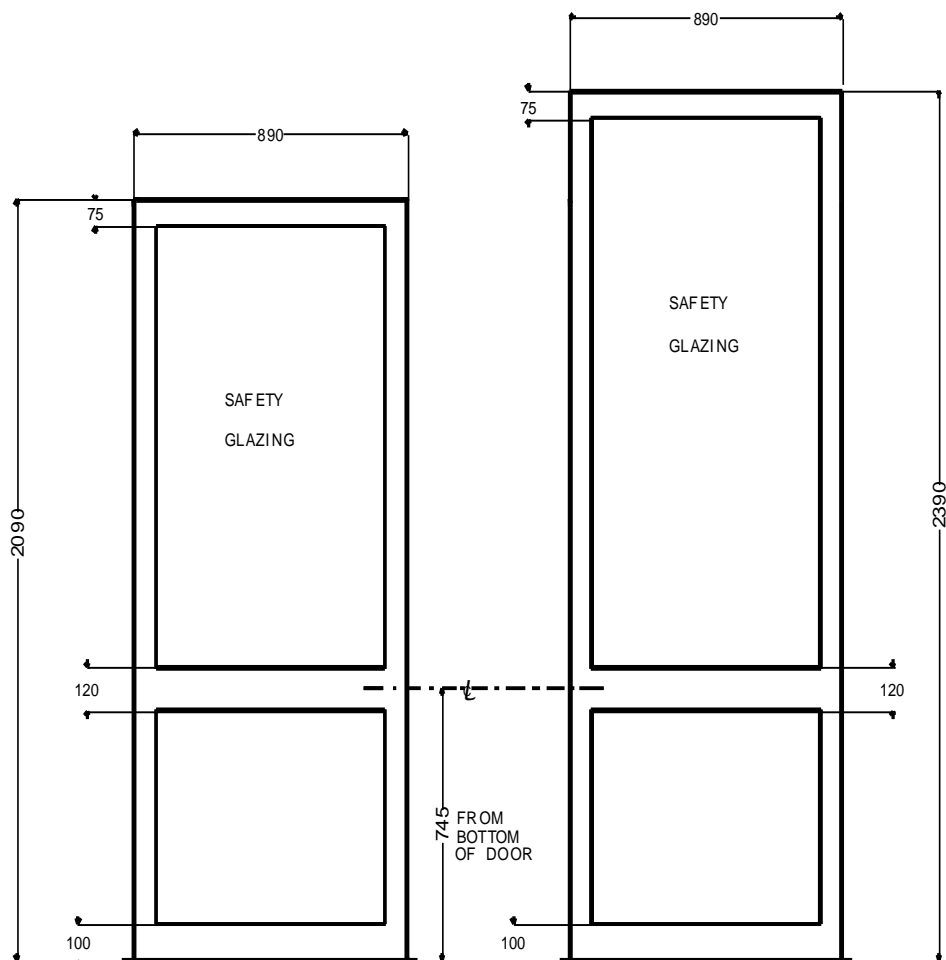
- Window material to be consistent throughout
- Cottage pane in timber hardwood or aluminium
- Timber hardwood or aluminium sliding sash or mock sash full pane windows
- White
- Cottage pane window to be sized according to window aperture and manufacturers sizing
- All panes in each cottage pane window to be same size
- In respect of alterations, new cottage pane windows must match existing cottage pane design in style and size
- If the house has cottage pane windows, then all doors except the front entrance must be cottage pane
- No pane size restriction for Sash or Mock Sash but each window aperture to have a maximum of four windowpanes
- Homes with sash or mock sash windows may have doors that are 1/3 solid glass at the bottom and 2/3 glass to the top with a minimum 120mm width transom see sketch Page 10 or full glass external doors
- Solid bottom panel permitted
- Plaster bands around all doors and windows
- Front Doors may be in excess of one metre wide and work on a pivot hinge
- Internal burglar guards to match lines of windows
- Operational external shutters to windows permitted

- Monkey Bars to windows are permitted but may be fitted externally only to sash windows
- External frame to replicate existing external window profile, monkey bars to be clear, 5mm x 30mm and between 50-60mm apart
- If windows are cottage pane then monkey bars to be fitted internally.
- Internal monkey screens on windows and doors permitted

The phased replacement of windows from wood to aluminium by full elevation at a time is permitted, where the window type remains the same and owners commits to a time frame acceptable to Meccema - 1 to complete each elevation. Where there is a desire to change from cottage pane to sash then all windows on all elevations will have to be all done simultaneously and not in a phased process.

*Please note below - 1/3<sup>rd</sup> 2/3<sup>rd</sup> split: measurements of door stile and rail need not follow below measurements. Manufacturers specifications acceptable.*

#### DOORS TO HOMES WITH FULL PANE SASH WINDOWS



## 5.4 VERANDAHS AND SIMILAR EXTERNAL ELEMENTS

### SPECIFIC EXCLUSIONS

#### MATERIALS

- Decorative metal other than those examples approved by MECCEMA 1
- Gum poles
- Concrete balustrades
- Pergolas in any materials other than "Inclusions"
- Covered or roofed pergolas

#### COLOUR

- Primary Colours

#### FORM & ELEMENTS

- Excessive adornment
- Broekie Lace

### GENERAL INCLUSIONS

- Pre-cast concrete post (Victorian, Square or Doric)
- Hardwood, metal or hardwood and steel cable balustrades (see photo)
- Hardwood or metal verandah posts
- Timber decks in natural wooden colour
- Deck balustrade in natural wooden colour where there is a wooden deck
- Pergolas in hardwood, PVC or aluminium
- Open slatted posts & beams in Natal verandah style
  
- Colours to be consistent with those of main structure
- All other balustrades and pergolas to be white
  
- Deep overhangs with Natal Verandah appearance
- 



### GLASS ENCLOSURES

#### SPECIFIC EXCLUSIONS

- No blinds or curtaining permitted on retractable glass doors
- No carpets to be fitted to enclosed veranda

#### GENERAL INCLUSIONS

- Only on verandahs
- FAR implications if the entire verandah is enclosed
- Must remain a veranda in terms of use
- Must be frameless and totally retractable
- Must be clear glass (no sandblasting of glass)
- Will require Meccema 1 and Local Authority plan approval

## 5.5 AWNINGS/BLINDS/EYEBROW ROOFS OVER WINDOWS AND DOORS

### SPECIFIC EXCLUSIONS

#### MATERIALS

- Fibre glass sheeting
- 100% transparent
- Metal sheeting other than those permitted under "General Inclusions"
- Shadecloth / Sail Cloth
- Plastic

### GENERAL INCLUSIONS

- Canvas/PVC or aluminium to windows, doors and verandahs only
- Lean-to-roof on light timber posts and decorative beams or similar approved
- Storm blinds as per approved example
- Canvas/PVC drop down blinds/retractable awnings as per approved example
- Retractable awnings on underside of an open pergola

#### EYEBROW ROOFS

- Aluminium only - to match roof
- Cement tile only- to match roof

#### FORM & ELEMENTS

- Panel windows to storm blinds

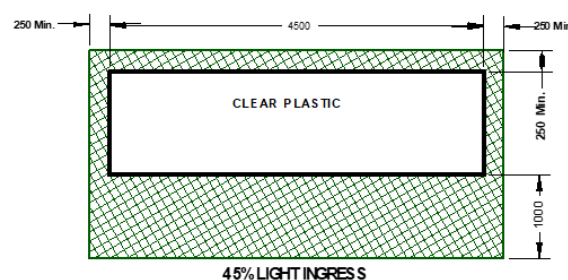
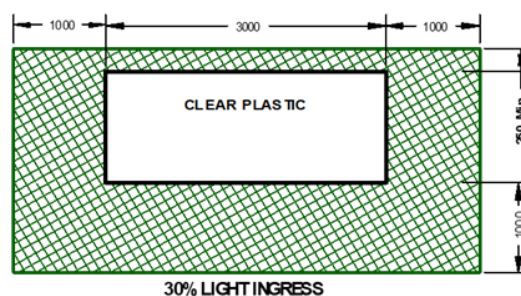
- Canvas/PVC drop down blinds (not awnings), solid from floor to top of balustrade or a minimum of 1m, thereafter. If desired, a clear bordered panel window central between columns and horizontal beams or balustrade, with a 250mm solid border top and sides is permitted. See sketch below
- Storm blinds - stainless steel fixings as per approved sample

#### COLOUR

- Primary Colours

- Forest Green / White to match existing
- Storm blinds as per example - light brown & barley

### CANVAS/PVC DROP DOWN BLINDS





## 5.6 GARAGES AND CARPORTS

### SPECIFIC EXCLUSIONS

#### MATERIALS

- Pre-cast concrete systems
- Metal doors
- Fibre glass or any similar material other than garage doors
- Unpainted doors

#### COLOUR

#### FORMS & ELEMENTS

- More than three garage doors to a structure

### GENERAL INCLUSIONS

- Each Property to have at least one garage
- Construction to match main structure
- Fibre glass garage doors
  
- All garage doors to be white only
  
- Raised and fielded panel doors preferred
- Roofs to carport attached to main garages or dwellings may be low pitch lean-to structure
- May be physically linked to the main structure

## 5.7 SWIMMING POOLS/SPA BATHS/ KOI PONDS/WATER FEATURES

### SPECIFIC EXCLUSIONS

#### MATERIALS

- Portable pools (all types)

#### COLOUR

- Any colour other than turquoise to navy blue

#### FORMS & ELEMENTS

- Visible pump

### GENERAL INCLUSIONS

- Pool surround to match general paving (refer to Clause 5.13 for permitted paving)
- Ponds/Water Features surround to match general paving. Cement type finish may be permitted, but by approval of the P&A Committee as landscaping surrounding the water feature is required.
  
- Fencing dark green
  
- Child proof fencing to National Building Regulations (N.B.R)
- Fencing position to be approved by P & A Committee
- Fencing frontage to incorporate a planting programme (where fencing used as a boundary fence)
- Self-closing access gates for child safety
- Solar heating if complies with paragraph 5.11
- To NBR DD4 SABS 0400/1990 as per example
- All pool equipment (pool pump, heater, pool cover opener) to be insulated to reduce noise, and screened from view

### POOL FENCING

- Height 1,2m
- Steel galvanised and painted/epoxy coated to comply with NBR

### COLOUR

- Dark green
- 



### **NOTE:**

- SPA BATHS/PONDS/WATER FEATURES DEEPER THAN 450mm DEEP REQUIRE LOCAL AUTHORITY APPROVAL AND FENCING TO N.B.R
- PRIOR TO COMMENCING ANY DESIGN OR CONSTRUCTION WORK, IT IS STRONGLY ADVISED TO CONSULT WITH A GEOTECHNICAL CONSULTANT ON THE SPECIFIC SOIL CONDITIONS.
- IN A SECTIONAL TITLES SCHEME, THE ADDITION OF ANY OF THESE FEATURES TO COMMON PROPERTY OF THE SCHEME REQUIRES CONSENT OF THE BODY CORPORATE and THE TRUSTEES. APPLICATION MUST BE MADE TO THE TRUSTEES COMMITTEE OF MECCEMA - 1 FIRST.

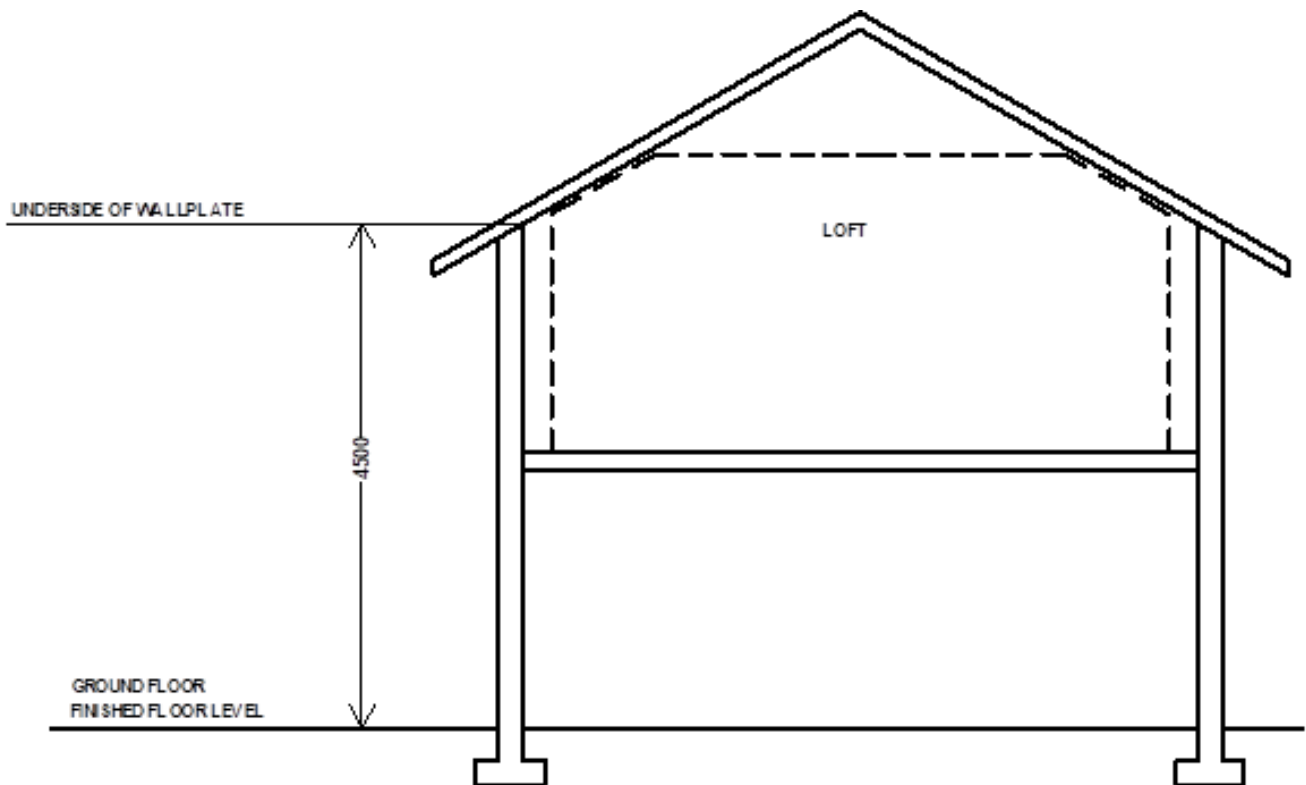
## **5.8 LOFT ROOMS**

A “Loft Room” is a second story dwelling above the ground floor of any part of the main dwelling, which has its own discreet external entrance (i.e. the Loft Room cannot be accessed from the main dwelling house) and will therefore constitute an ancillary dwelling or flatlet as provided for in the local authorities town planning and land usage management scheme.

In deciding whether to approve a Loft Room, either as part of the original building plans or as an addition to an existing dwelling the P&A Committee will consider each application on merit and will take the following factors into account:

- Has sufficient parking been made available to accommodate the occupants of the Loft Room?
- Encroachment of the building lines will not be allowed.
- The proposal must comply with FAR and eThekwini Building Requirements in respect of ancillary buildings.

- If the loft room overlooks a neighbouring property, this will be taken into account.
- The restriction on the height of the Loft Room, which ensures that the roof of the Loft Room is lower than the roof height of the main dwelling is as per the following diagram:



## 5.9 T.V ANTENNAE / TELEPHONE AND RECEPTION DEVICES

- Provision has been made for underground connections for Telkom SA and Vodacom Fibre.
- Connection fees should be confirmed with the MECCEMA Office.
- No external private antennae or satellite TV reception devices will be permitted unless the type and position are approved by MECCEMA-1.
- Satellite antennae must be suitably screened from the Golf Course or any roads and ideally not be higher than 1.8m above ground. **The maximum diameter of dish to be 900mm.**



## 5.10 ROOF FIXTURES – CHIMNEYS/SKY LIGHTS

### SPECIFIC EXCLUSIONS

#### MATERIALS

- Reflective materials

#### COLOUR

#### FORMS & ELEMENTS

- Roof ventilators

### GENERAL INCLUSIONS

- To match the main structure
- To match the main structure or be clear
- Dome type skylights
- Other skylights – low profile with surface parallel to roof slope
- To complement main structure

## 5.11 PV SOLAR PANELS AND HOT WATER SOLAR SYSTEMS WITH PANELS

- Solar panels are permitted without restriction on the number of panels or roof elevations, provided that symmetry of the panels is the aesthetic focus.
- Drawings of the proposed placement of panels together with the specification of type, functionality of the panels and compliance with any legal requirements must be submitted to and be approved by the P&A Committee and the local authority prior to installation.

### SPECIFIC EXCLUSIONS

#### MATERIALS

- Thin P.V. Panels
- Evacuated Tube collectors

#### COLOUR

- Only colours specified in “general inclusions”

#### FORMS & ELEMENTS/INCLUSIONS

- Exposed geysers on exterior side of roof

### GENERAL INCLUSIONS

- Polycrystalline and Monocrystalline P.V Panels
- Flat plate water collectors
- Arrays of Panels to be symmetrical to elevation
- of roof and in number and panels to be equal in size
- Flat plate water collectors to be equal in size and blend into symmetry of any surrounding panels
- Grey or Black anodized aluminium frame

## 5.12 WATER STORAGE TANKS

- Unlimited number and size of water tanks are permitted. Such tanks may be either installed below ground or at ground level. If above ground the water tank must be screened, preferably in a courtyard or with lattice fencing.

- However, should vegetation be used for screening, then the tank must be green in colour.
- Positioning to be approved by P&A Committee.
- To comply with any Municipal or Statutory requirements.

## 5.13 LANDSCAPING ELEMENTS/POOL SURROUNDS

### 5.13.1 PAVING

#### SPECIFIC EXCLUSIONS

##### MATERIALS

- Concrete surfaces not covered in paving or tiles
- Concrete paving blocks or bricks
- Asphalt surfaces
- Grass blocks

##### COLOUR

- Bold patterns
- Design Motif

##### EXTENT

#### GENERAL INCLUSIONS

- Corobrick clay, burgundy or similar
- Paving slabs
- Timber decks
- Smart stone or similar in sandstone to pool surrounds, garden edges, borders and flower beds
- Terracotta
- Grey/Stone
- Maximum 35% of open Erf area

### 5.13.2 DRIVEWAYS

#### SPECIFIC EXCLUSIONS

##### MATERIALS

- Concrete surfaces not covered in paver
- Concrete paving blocks or bricks
- Asphalt Surfaces

##### COLOUR

- Bold Patterns
- Design Motif

#### GENERAL INCLUSIONS

- Corobrick clay burgundy or similar clay paving
- Smart stone type to edging only - maximum width 200mm. Set in 200mm from the edge
- Terracotta
- Grey/Stone

##### NOTE

- PAVING PLUS DRIVEWAY NOT TO EXCEED 35% OF OPEN ERF AREA.
- AREAS UNDER CARPORT/ENTRANCE PORTICO TO BE CLAY PAVERS AS PER DRIVEWAY.

### 5.13.3 BOUNDARY FENCING - READ IN CONJUNCTION WITH DIAGRAM & PHOTOGRAPHS p21/22

#### SPECIFIC EXCLUSIONS

##### MATERIALS

- Concrete panels
- Concrete palisade
- Wire fencing
- Barbed wire/razor wire

##### COLOUR

- All colours other than those legal under "General Inclusions"

#### GENERAL INCLUSIONS

- Timber fencing – height 1,2m or 1,8m, white P.A.R timber
- Plastered clay or face brick
- Timber post and rail
- Estate style fencing (incorporating brick piers with UPVC fencing infill panels).
- Aluminium
- If house is golf course facing or water fronting, then boundary may be enclosed with "pool type" fencing in the nature of the Ferro Art product to maximum of 1,2m in height (see photo)
- Product chosen to be consistent with any existing pool fencing where property already contains a to swimming pools
  
- White timber
- White Aluminium
- Corobrick Spanish Terracotta Satin or Travertine
- Facebrick to match existing
- Forest Green for mild steel

NOTE: ALL MILD STEEL TO BE HOT DIPPED GALVANISED

EXTENT READ IN CONJUNCTION WITH DIAGRAM

#### STREET BOUNDARIES

- All fences other than those permitted under "General Inclusions"
- "Estate Style" fencing up to 2/3 of boundary. See photos p20-21
- Any other approved fencing lower than 1,2m

#### SIDE BOUNDARIES TO GOLF COURSE OR WATER FEATRE SITES

- Fences or walls of 1,8m not to be beyond Golf Course elevation of main dwelling (see diagrams)
- Fences or walls of 1,2m not closer than 7,5m from Golf Course boundary or water feature (see diagrams)

**SIDE BOUNDARIES**

- Fences or walls of maximum height 1,8m extending from one corner beacon and not further beyond the furthest corner of the main dwelling (see diagram)

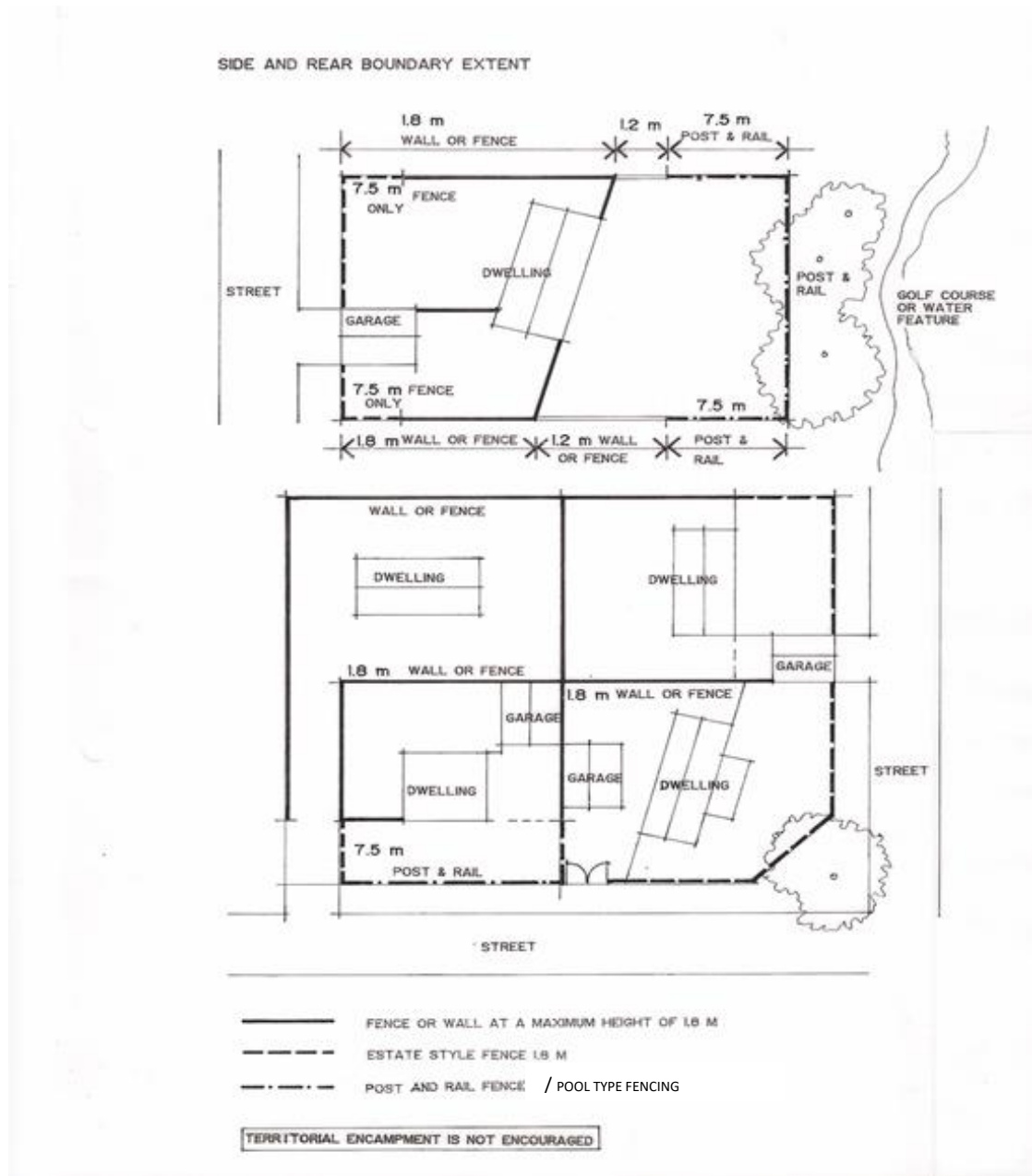
**REAR OR PANHANDLE SITE BOUNDARIES**

- Fences or walls of maximum height 1,8m may extend along full length of boundary (see diagram)

**WALKWAY BOUNDARIES**

- All walls or fences other than those permitted under "General Inclusions"
- Post and rail fence
- Fences or walls may be erected on building lines in general accordance with side or rear site boundaries

**NOTE: ALL AREAS FENCED IN TO HAVE A GATE WITH A MINIMUM OPENING OF 1,2m TO ALLOW FOR LAWNMOWER ACCESS**



**GENERAL INCLUSIONS**

TIMBER/ALUMINIUM

COLOUR-WHITE



**NOT RECOMMENDED**

**ESTATE STYLE FENCING**  
**PIERS**

**INFILL PANELS**

- Facebrick
- Plastered brickwork
- Minimum size 220 x 220mm
- Steel bars and spikes- black/dark green
- Plastered
- White Aluminium







**EXTENSIVE SOLID WALLING IS NOT ENCOURAGED**

**5.13.4 SCREENING**

- Where a courtyard is not built as an extension to the house in accordance with paragraph 5.2 (external walls) then it must be screened.
- Washing lines must be screened.

**SPECIFIC EXCLUSIONS**

MATERIALS

- No other type other than those specified under “general inclusions”

COLOUR

- No other colour other than that specified under “general inclusions”

FORMS & ELEMENTS

- Washing lines are not to be visible from any road or the Golf Course

**GENERAL INCLUSIONS**

- UPVC
- Hardwood Timber
- White only
- Accepted only as Courtyard screening (max height 1,8m)
- Size and positioning will be assessed on application & approval by P&A Committee





### 5.13.5 STREET ADDRESS NUMBERS

#### SPECIFIC EXCLUSIONS

#### COLOUR

#### GENERAL INCLUSIONS

- Address sign on a cast iron/aluminium post and plate
- Dark green with white lettering

### 5.13.6 OUTSIDE LIGHTING

Landscape lighting on individual application.

### 5.13.7 MOTOR AND PEDESTRIAN GATES

All gates to match adjacent form of wall on boundary and to complement style of main dwelling. Pedestrian gates to be a minimum of 1,2m wide.

### 5.13.8 AIR CONDITIONER PLANT AND EQUIPMENT

- Air conditioner plant and equipment to be positioned out of sight from golf course and street sides, not greater than 1.2m above ground level. Screening of air-conditioning plant and equipment is essential.
- All other externally fitted services, plant and equipment to be screened (e.g. external geysers and gas bottles).

### 5.13.9 BURGLAR ALARMS

Burglar alarms fitted to individual residential dwellings are to be non-audible in nature and are to be fitted by a preferred security contractor to MECCEMA-1. The owner is to seek advice from the MECCEMA-1 security as to the preferred method of connectivity to the MECCEMA-1 control room for monitoring of the burglar alarm. As security protocols evolve, this may change from time to time.

D.I.Y installations are not acceptable.

### **5.13.10 LANDSCAPING PLANTING GUIDE**

A landscape design of the property must be prepared in consultation with the landscape guidelines prior to commencing work on site.

No landscape work may proceed without approval from MECCEMA-1. A landscape planting guide is available from the MECCEMA-1 Office and should be consulted prior to giving consideration to landscaping on any Development.

### **5.13.11 STORM WATER**

All MECCEMA-1 application sketch and landscaping plans must display the method of storm water disposal. No storm water may be disposed directly into neighbouring stands and must comply with National Building Regulations. Storm water must ideally be disposed of into any storm water drain, water feature or soak pit.

### **5.13.12 GENERATORS/WIND TURBINES**

**Generators:**

Generators will be restricted to suitable sound control levels. Generators will only be considered if the noise output is not greater than that of a domestic type aircon unit. This equates to 50Db measured 7m from the unit. Also exhaust emission will be taken into consideration. Neighbours consent will be necessary.

If Generators exceed these sound control levels, then the Generators must be enclosed or housed in a soundproof structure which needs to be approved by the P&A Committee.

Homeowners will have to submit a formal application to install a generator to the P&A Committee. The application will have to include the following:

- Specifications of the generator to be installed
- Location plan of the generator
- Electricity lay-out plan showing detail of the connections to and from the generator
- A Fire Protection Plan
- Envisaged noise level output measured by decibel
- Plan of soundproof structure should it be required

**Battery/invertor sets:**

Internal installation only.

Wired to SABS specification.

Copy of certificate of compliance required by MECCEMA before use.

**Wind turbines** are not permitted.



## 6. THE DESIGN REVIEW PROCESS

Architects and Landscape Architects may obtain all documentation and plans relevant to the site from the MECCEMA-1 Offices.

**This is a two-stage process:**

### **Stage One**

Concept sketch plans for any building work should be submitted to MECCEMA-1 directly for preliminary discussion. This will obviate unnecessary delays at a later stage. Sketch Plans should conform to the Architectural Control Specifications contained in the Development Controls. A copy of these Development Controls is available from MECCEMA-1. MECCEMA -1 will upon satisfactory review indicate an approval in concept at which stage the Architect should proceed to Stage Two.

### **Stage Two**

The formal drawings prepared for submission to the Local Authority should first be submitted to MECCEMA-1 for scrutiny and approval, at least two weeks prior to the P&A Committee meeting date. The following is a requirement for submission of plans to MECCEMA-1 for approval:

- 2 Copies of the plans are to be submitted, one of which must be coloured.
- The MECCEMA-1 application form with detailed FAR calculation must be completed (\*).
- In exceptional circumstances where extensions over the building lines are accepted, the appropriate eThekweni Form needs to be completed for neighbours' consent and attached to the MECCEMA-1 application form.
- Neighbouring properties need to be shown on the site plan.
- Position of trees and new garden landscape drawing attached to the application.
- Boundary beacons to be reinstated for site handover.

(\* ) This document is considered supplementary to the Local Authority requirements and does not take precedence. Should any provision of this document be regarded as contrary to the Local Authority requirements, then the Local Authority requirements shall prevail. Any application for waivers of Local Authority requirements should meet first with the approval of MECCEMA-1.

On approval, the two drawings will be stamped with MECCEMA-1 "Approved" stamp and one set returned to the Owner. One set will be retained by MECCEMA-1 for their records.

The Local Authority will not scrutinize any plans without the MECCEMA-1 "Approved" stamp.

The Review Architects act in an advisory capacity only, and all comments are at the discretion of MECCEMA-1. To this extent each design will be treated on its own merits.

## 7. THE DRAWING SUBMISSION PROCEDURE

### STEP 1 DESIGN APPROVAL - BUILDING AND LANDSCAPE

### STEP 2 LOCAL AUTHORITY PLANS APPROVED

#### 7.1 DESIGN APPROVAL - BUILDING AND LANDSCAPE

7.1.1 The Architect should check the General Design Controls relevant to that erf.

7.1.2 Sketch plans or preliminary working drawings must be submitted to MECCEMA-1 along with a scrutiny fee\_which covers the following oversight:

- Scrutiny fee for plan approval
- Plans for a structural garden layout
- Gutter scoop and driveway verge alterations
- Reinstatement of verge after completion of building operations

The sketch plans should consist of:

- One coloured copy of the drawings to show elevation plans and site plan to scale 1 : 100. Storm water drainage to be shown.
- All materials on exterior to be identified.
- Details of perimeter fencing.
- A landscape layout giving details of drainage and structural planting.

7.1.3 The above should be submitted to MECCEMA-1.

#### 7.2 LOCAL AUTHORITY PLANS APPROVAL

7.2.1 On approval by MECCEMA-1 the drawings can be prepared for submission to the Local Authority in terms of the National Building Regulations.

These must comprise of the following:

- Four (4) paper prints of each plan, 2 of which must be coloured
- The application forms
- Indemnity and Undertaking form
- An Engineers appointment form is required for structural work
- For Sectional Title owners and Legal representatives, a Letter of Authority/ Power of Attorney form is required

#### **Note:**

No building work may commence without the approval of MECCEMA-1 and the local authority.

## 8. APPOINTMENT OF A CONTRACTOR

By approving the contractors, MECCEMA-1 in no way accepts responsibility for the contractor and the contract remains firmly between the client and the contractor. Contractors have qualified under the following criteria:

- 8.1 After completion of the Contractors information sheet (Appendix 4) an interview will be conducted with the contractor to establish the size of the contractor and his ability to undertake multiple contracts.
- 8.2 An inspection of the contractors works to establish whether he is able to deliver the quality of work expected by MECCEMA-1.
- 8.3 Once the contractor has passed the "Acid" test, he must be prepared to sign the contractor's agreement (Appendix 6), which governs the contractors conduct on site.

## 9. OWNER BUILDER

An owner-builder who is registered with the NHBRC (National Home Builders Registration Council) and with an acceptable construction record will be considered to do alterations to his own house. The references of prior building contracts must be given, and he will not be allowed to negotiate any further work on the Estate without MECCEMA-1 approval. The Contractor Information Sheet (Appendix 6) must be completed.

## 10. CONSTRUCTION/COMPLETION

- 10.1 During the construction phase, an Estate representative will monitor the quality of construction and site cleanliness to ensure that the standards are maintained on the Estate. He is not responsible for the quality control of the house finishes/workmanship or any functions related to the role of the Building Inspector. The Estate representative is available to advise and help people where necessary.

**Please take note of the following procedure that will need to occur prior to a site being handed over:**

- A Site handover request must be undertaken by the Architect.
- A letter confirming a date and time will be scheduled for the site handover, which the following people would need to be present:
  - Architect / Principal Agent
  - Builder
  - Owner
  - MECCEMA-1 representative
- The approved MECCEMA-1 plan as well as the approved plan from the Municipality must be submitted to MECCEMA-1 prior to the site handover.
- The Estate Representative will not undertake handovers unless these drawings have been submitted to the MECCEMA-1 Office.
- Boundary beacons to be pointed out (land surveyor to have pegged the beacons)

- After the site is handed over, the Building Contractor is to liaise with MECCEMA-1 with regards to access onto the Estate and levies payable.

10.2 On completion of all building work and where there have been deviations, that must have had prior MECCEMA approval, the Owner is to submit the final deviation plan.

After the landscape garden work is completed, and approved by a representative from MECCEMA-1, the site handover certificate will be signed off by MECCEMA appointee.

Once the house is ready for occupation, the request for completion and cancellation of levies is to be done via the MECCEMA-1 Office.

10.3 Should the building form part of a Sectional Title Scheme then appropriate consent of the Body Corporate is required and a new Sectional plan (SG Diagram) must be approved by the Surveyor General.

**APPENDIX 1  
MECCEMA-1**

**APPLICATION FOR APPROVAL OF BUILDING PLANS**

<b>Date</b>			
<b>Nature of proposal</b>			
<b>Zoning</b>		<b>Height restriction</b>	

<b>Erf No.</b>		<b>Village</b>	
<b>Street Address</b>			
<b>Registered Owner</b>			
<b>Postal Address</b>			
<b>Is this a Sectional Title Scheme?</b>	<input type="checkbox"/> YES	NO	<input type="checkbox"/>
<b>Tel no</b>			
<b>Fax</b>			
<b>Cell no</b>			

<b>Author of drawings</b>		<b>Signature</b>	
<b>Tel no</b>			
<b>Fax</b>			
<b>Cell no</b>			

SITE AREA		m <sup>2</sup>
F.A.R. [ALLOWABLE] [ , ]		m <sup>2</sup>
COVERAGE [ALLOWABLE] [ %]		m <sup>2</sup>

<b>LISTING</b>	<b>AREA</b>	<b>FAR</b>	<b>COVERAGE</b>
Dwelling: Ground Floor			
First Floor			
Garage			
Lower Level - Verandah/Entrance			
First Floor - Patio/Balcony			
<b>Total Areas</b>	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>
<i>Utilised</i>		[ , ]	[ %]
<b>ADDITIONS/ALTERATIONS</b>	<b>AREA</b>	<b>FAR</b>	<b>COVERAGE</b>
Dwelling: Ground Floor			
First Floor			
Garage			
Lower Level - Verandah/Entrance			
First Floor - Patio/Balcony			
<b>Total Areas</b>	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>
<i>Utilised</i>		[ , ]	[ %]
<b>NEW TOTALS</b>	<b>AREA</b>	<b>FAR</b>	<b>COVERAGE</b>
Dwelling: Ground Floor			
First Floor			
Garage			
Lower Level - Verandah/Entrance			
First Floor - Patio/Balcony			
<b>Total Areas</b>	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>
<i>Utilised</i>		[ , ]	[ %]

F.A.R. [UTILIZED]	[ , ]
COVERAGE [UTILISED]	[ , ]

<b>BUILDING LINES</b>				
FRONT [ROAD]		m	m	m
SIDE		m	m	m
REAR [GOLF COURSE]		m	m	m
OTHER		m	m	m
		m	m	m

**SERVITUDES**  
 PROVIDE DETAILS IF APPLICABLE

.....

.....

.....

**NON-USER SERVITUDES: [set back lines]**  
 PROVIDE DETAILS IF APPLICABLE

.....

.....

**PARKING [indicate number to be provided]**

	Garages		Double		Single
	Carports		Double		Single
	Visitors		Bays		

**BOUNDARY ENCLOSURES/POOL ENCLOSURES**

State where these will occur and provide drawings in plan and elevation to a min scale 1:100

**MATERIAL TO BE USED:** .....

**FINISH:** .....

**COLOUR:** .....

**ACCESS GATE WIDTH FOR LANDSCAPE MACHINES** ..... m

**HEIGHT OF ENCLOSURE:** .....

**POSITION:** .....

Does the boundary fence match any adjacent boundary enclosure?

.....

.....

**LAUNDRY YARDS & LINES**

State if visible from road and what screening will take place

Brick walls are recommended to a height of 2.1m

**POSITION** .....

**WALL TYPE** .....

**VISIBILITY [state]** .....

.....

.....

<b>STORM WATER DRAINAGE</b>	
Give brief details of proposed method of storm water controls	
[to be shown on drawings]	
Storm water drainage type	
Where will the surface water flow to?	
<b>DRIVEWAY</b>	
Finish	
Gates and Entrance features [drawings required]	
<b>LANDSCAPING</b>	
<u>Trees</u> : State if any exist and give details of size and species	
<u>Design</u> : Submit a spare site plan for a structure plan followed by a landscape plan.	
<b>LANDSCAPE ELEMENTS</b>	
Give details of any elements proposed in the landscaping such as statues, fountains, birdbaths, gazebos, trellis work and children's play structures.	
<b>ADJACENT PROPERTIES/VIEWS AND PRIVACY</b>	
[A] If the proposal is double storey does it affect the privacy of the adjacent dwelling?	
[B] Does the proposal 'dwarf' the adjacent dwellings, if so, indicate on the elevations the scale in difference of the dwellings and motivate how the impact of this is dealt with?	



<b>DETAILS OF DWELLING OR STRUCTURE</b>	
<b>ROOF LINES</b>	
Roof Material	
Roof Colour	
Fascia Material and Colour	
Barges Material and Colour	
Rainwater Goods	
Roof Scape: Does the general roof scape conform to the mount Edgecombe style and does the roof compliment the structure and adjacent dwellings	
<b>ELEVATIONS</b>	
Wall Materials	
Wall Colours	
Facebrick Plinth	YES <input type="radio"/> NO <input type="radio"/>
Elevation Form: Does the elevation conform the to the Mount Edgecombe Style	
<b>WINDOWS</b>	
Existing Window Material & Style	
Window Material & Style	
Window Colour	
Window Positions: Do the window positions and style compliment the architectural style.	
Working Shutters	
<b>DOORS</b>	
Existing Door Material & Style	
Door Material & Style	
Door Colour	
Door Positions: Do the door positions and style compliment the architectural style	
<b>TV RECEPTION DEVICE</b>	
Provide details of TV reception device type and proposed position	
Record on plan and elevation	
<b>VERANDAHS</b>	
Roof Materials	
Support Materials and Colour: [Give details on drawing]	
<b>NOTE</b>	
Applicants to endorse on all drawings submitted;	
"All works to comply with MECCEMA-1 Design and Development Guidelines"	

YES	<input type="radio"/>	NO	<input type="radio"/>
<b>DRAWINGS INCLUDED</b>			
		I. Site plan	min 1:500
[adjacent sites and position of dwellings to be shown]			
		II. Floor plans	min 1:100
		III. Elevations	min 1:100
		IV. Sections	min 1:100
		V. Roof Plan	min 1:100
		VI. Landscape Plan	min 1:100
[spare copy of site plan]			
<i>[for office use]</i>			
<b>PLANNING &amp; AESTHETICS COMMITTEE</b>			
REFERRED DATE:			
COMMENTS:			
APPROVED DATE:			
<b>SIGNED ARCHITECT/ARCHITECT TECHNICIAN</b>			

**APPENDIX 2  
SITE HANDOVER CERTIFICATE - MINOR BUILDING WORK**

<b>OWNER'S NAME</b>	
<b>PHYSICAL ADDRESS</b>	
<b>ERF NO.</b>	
<b>CONTACT NUMBERS</b>	(h) (c)
<b>COUNCIL APPROVED PLAN NO.</b>	
<b>MECCEMA APPROVAL DATE</b>	
<b>NATURE OF BUILDING WORK</b>	
<b>NAME OF CONTRACTOR &amp; COMPANY</b>	
<b>NAME &amp; TELEPHONE NO. OF SITE FOREMAN</b>	
<b>DATE OF HANDOVER</b>	

<b>CHECKLIST OF</b>	<b>BEFORE</b>	<b>AFTER</b>
Boundary Pegs		
Building Lines		
Shade Cloth		
Sewer Connection Plan		
Storm Water Plan		
Ablutions		
Trees		
Garden		
Paving Complete		
Adjoining Properties		
Pool Fencing (In case of pool)		
Backwash Water		
Other		

<b>SPECIAL CONDITIONS AND COMMENTS</b>

Please note that the site must be fenced with green shade cloth (80% of factor) around the area of construction prior to any building work commencing. Please also note that a Security levy of R250.00 per week will commence from date of this Site Handover and terminate on the date of the site completion inspection and Clearance by Meccema-1.

REPRESENTATIVE OF MECCEMA-1	OWNER	BUILDING CONTRACTOR	DATED

**SITE COMPLETION AND CLEARANCE BY MECCEMA-1**

ERF. NO.	
DATE OF COMPLETED INSPECTION	

**Are there any deviations from the approved drawings?**

Yes	No
-----	----

**If yes, please provide as-built drawings.**

<b>SPECIAL CONDITIONS</b>

REPRESENTATIVE OF MECCEMA-1	OWNER	BUILDING CONTRACTOR	DATED

**GARDEN HANDOVER**

ERF NO:		PHYSICAL ADDRESS:				
OWNER:						
LANDSCAPER/INSTALLED BY:						
TAKEOVER DATE:						
COMPARED TO APPROVED PLAN			YES		NO	
GARDEN ACCEPTABLE STANDARD			YES		NO	
IF <b>NO</b> - COMMENTS:						
OWNER GIVEN SCHEDULE AND DETAILS OF SERVICE			YES		NO	
SPECIAL INSTRUCTIONS/SERVICES						
<b>OWNER</b>			<b>LEITCH LANDSCAPES</b>			
		DATE				
RECEIVED AND NOTED ON:						
		DATE		MECCEMA - 1		

## APPENDIX 3

### MECCEMA-1 - CHECKLIST

<b>GENERAL</b>		<b>SECTIONS</b>	
Plans presentation acceptable		Wall foundations shown & dimensioned	
Plans signed by owner & author		Type of floor constr. Shown & described	
Title: Cadastral description provided		Show A.G./D.P.C. & D.P.M. (where applicable)	
Postal address provided		Roof constr. Detailed & described	
Full title of proposal provided		All construction materials specified	
Schedule of areas correctly provided		Show heights of balustrades - balcony & stairs	
application forms fully completed		Driveways section shown (see below)	
3 sets of plans 1l coloured		Sections through boundary, screen and retaining walls	
100mm border on right hand side		Show N.G.L. & F.G.L.	
Minimum lettering size 2mm - no stick-on or tippex corrections		Full sewer section - C.L.I.L. depth and gradients	
<b>SITE PLAN</b>		<b>ELEVATIONS</b>	
complete site plan with exist/proposed building/demolitions		All relevant elevations provided	
Site plan fully dimensioned & setting out shown		All finishes to elevations shown	
Corner Beacon levels/contours shown		Boundary/retaining wall elevations provided	
North Point shown		Provide finishes to boundary walls	
Driveway, footpaths & parking shown		All roof coverings specified	
All building lines shown & dimensioned		Openable window sections shown	
Existing & proposed sewer/storm water shown		Finished & natural ground levels shown	
Show cut and fill banks		Hidden plumbing on all relevant elevations	
Floor level (bldg.) in relation to road		Heights of screen walls shown	
Water meter size & position to be shown		<b>DRIVEWAY SECTION</b>	
Road & entrance levels to be shown		Road level, entrance level, width of verge, distance & gradients	
All street furniture to be shown			
<b>FLOOR PLANS</b>		<b>SWIMMING POOL</b>	
Proposed work & existing work clearly defined		Engineers appointment required	
All floors designated - Number of storeys			
All rooms designated		Position of pump to be shown	
Rooms etc. fully dimensioned		Pool fencing shown	
Wall thickness shown (screen walls provided to washing drying areas and to outside toilet)			
Stairs fully dimensioned			
All shops/units numbered			
Designated bin area shown (roofed & rodent proofed)			
Proposed drainage & storm water shown			

**APPENDIX 4**



**MOUNT EDGECOMBE**  
**COUNTRY CLUB ESTATE**

Mount Edgecombe Country Club Estate Management

Association (RF) NPC

Registration No. 1992/003562/08

P O Box 1885, Mount Edgecombe, 4301

Tel: (031) 502 5360 Fax: (031) 502 5363

Website: mountedgecombe.com

**AGREEMENT - CONTRACTOR'S OBLIGATION**

**(To be completed and signed by both parties at the time of site handover)**

**1. PARTIES**

1.1 Mount Edgecombe Country Club Estate Management Association 1 - "MECCEMA-1 Registration No. 1992/003562/08

1.2 .....

....." The Contractor"

**2. RECORDAL**

2.1 The Contractor has been contracted to carry out building construction work on the property known as Erf.....

Owned by:..... on Estate 1 and has accepted his mandate subject to the obligations in favour of MECCEMA-1, as set out below in this agreement.

### 3. AGREEMENT

#### 3.1 PRINCIPAL AGENT

It is recorded that the Principal Agent for this Contract is.....

#### 3.2 CONSTRUCTION PERIOD

Construction of any house or any improvements or alterations once commenced shall be completed within 12 months save with the consent in writing of MECCEMA-1, and the Local Authority.

#### 3.3 CONSTRUCTION SIGNS

The Contractor may erect a construction sign in the form approved by MECCEMA-1. The sign shall accommodate the street address, Erf number, architect's name, engineer's name, builder's name and, if approved by the owner, the owner's name. No other signs of contractors, sub-contractors, suppliers, financing companies or any other party may be erected on the site

#### 3.4 EROSION CONTROL

The Contractor shall install temporary construction entrances, fences, and other erosion control methods considered necessary immediately upon the building site being cleared. All erosion control measures must be undertaken in collaboration with the Estate Manager or Resident Architect or Landscape Consultant, so as to ensure erosion is avoided. Sandbags and berms are to be placed where necessary to prevent erosion, particularly over weekends and holiday periods.

#### 3.5 LITTER CONTROL

The Contractor shall control litter and windblown litter by the following methods:

The installation of a fence along the entire perimeter of the site; the fence shall be forest green 80% shade cloth, 2m high with one x 4m entrance in a position agreed to a site handover. The shade cloth is to be affixed to the outside of the supporting poles by means of green painted battens running the full height of the poles, which are to be spaced not more than 2,4 metres apart. The top is to be kept horizontal by means of battens, wire or mesh.

The entrance is to be closed with 2-metre shade cloth at the end of each working day.

Clearing the site of litter and building scraps particularly on Friday afternoons. The Estate Manager, or his deputy, may require the Contractor to clear the site at any stage if, in their opinion, the site is untidy.



### 3.6 WORK HOURS

Unless otherwise approved by MECCEMA-1, construction work shall be limited to the time between 07h00 and 17h00, Mondays to Fridays. No construction will be allowed on Saturdays, Sundays or Public holidays.

A person with a contact number is to be nominated by the Contractor for any emergencies, which may occur after hours.

### 3.7 BEHAVIOUR

All construction workers are expected to behave in a workmanlike manner. Behaviour shall not disturb other residents or activities on the Estate. The Estate Manager, the Assistant Estate Manager, or the Security Manager, shall have the right to control behaviour and noise generated by construction workers and to ban disruptive or disrespectful workers from the Estate.

No workers may leave the building site at any time save in the exercise of their duties, and only then by vehicle and not on foot.

In the case of construction on more than one site, movement of personnel between sites is restricted to vehicles i.e. no pedestrian traffic.

No worker employed by the Contractor shall be entitled to be on the site other than during the hours provided in Clause 3.5 unless the prior written consent of the MECCEMA-1 Estate Manager, is given.

Contractors are responsible for the conduct of all sub-contractors on site

### 3.8 SUPERVISION

A supervisor or foreman shall be appointed to control the site. No such supervisor/foreman will control more than three sites on the Estate at any one time. He is to be on site or immediately available during working hours and will be deemed to be representing the contractor in that person's absence.

## **Security, Access to the Estate and damage to services/trees**

The Contractor will ensure that all contractor and sub-contractor employees engaged in this contract are aware of and abide by the Security rules contained in Annexure "B" to these obligations.

The Contractor shall ensure that all vehicles use the roads with due care and, should any of the road edgings/verges, Telkom and electricity manholes, sewer connections, irrigation valves, metro water pipes, fire hydrants, any other services or trees on the property or verge be damaged by the said vehicles or persons under control of the Contractor, then the Contractor shall be responsible for repairing such damage at the Contractor's own cost. Precautionary measures should be taken at the outset to prevent any such damage.

Care shall be taken when transporting materials to the site that the Estate speed restriction of 25 kph is adhered to.

Failure to take due care or to adhere to the speed restriction may result in a driver being fined or banned from access to the Estate and the construction site.

A security levy will be payable from the date of the site being handed over to the Contractor until the date of the Final clean up, as in paragraph 3.12

## **Parking**

Construction vehicles shall not be parked in any area other than on the building site or on the verge bordering the site. Vehicles shall be parked with due consideration for users of the streets. Any damage caused by the parking of heavy vehicles will be repaired at the Contractor's expense

## **Storing of Construction Material**

All construction material shall be stacked neatly behind the shade cloth at the site.

## **Toilet facilities**

The Contractors must provide adequate portable toilet facilities, either water-borne (flushing) connected to the main sewer, or chemical, plus rubbish bins for construction workers during the construction period. The location of such facilities must be placed so as to minimise offence to the owners of other units on the Estate. The toilets should be screened off within the site with forest green shade cloth.

## **Final Clean Up**

At the conclusion of the construction work, the Contractor shall restore all pavements, roadways, verges, ditches and drainage channels, to their original condition, including fine grading and seeding, assure positive drainage with no standing water, clean the entire site of all construction debris and refuse, and remove all temporary fencing facilities, equipment and unused materials. Where necessary, verges are to be levelled to their original condition, grass sods laid and any trees destroyed replaced, in liaison with the Estate Landscaping Consultant. The Estate Manager or Resident Architect will, on completion of the contract, as part of the approval of the as-built plans by MECCEMA-1, carry out an inspection of the works inclusive of the verges and services.

## **Insurance**

The Contractor shall take out at its own expense public liability assurance for any claim for damages arising from the acts or omissions of it or its employees or agents. The Contractor hereby indemnifies MECCEMA-1 against payment of any such claims for damages.

## **Exterior Coatings**

The Contractor acknowledges the requirement to comply fully with the MECCEMA-1 Design and Development Guidelines in all respects, including exterior coatings and colours. Failure to comply with this requirement will result in MECCEMA-1 insisting on the exterior coatings being re-applied at the Contractor's expense.

## **Neighbouring Erfs**

No encroachment onto neighbouring Erfs will be permitted without the prior permission of the owners of such Erfs and MECCEMA-1

## **Deviation from Approved Plans**

The Contractor shall not deviate from the approved plans without being in possession of amended plans approved by MECCEMA-1 and the North Operational Entity.

Insist on rectification of the breach at the cost of the Contractor.  
Issue of a written warning. Imposition of a fine as decided by the Planning & Aesthetics Committee.

### **Breach**

In the event of the Contractor being in breach of any obligations under this agreement, then MECCEMA-1 shall be entitled to one or more of the following remedies:

Give written notification to the Contractor to remedy the breach within 24 hours.  
Close the Contractor's access to the site until the breaches have been remedied.

### **General**

#### **Non-waiver**

No indulgence, which any party may give to the other party in terms of this agreement, shall constitute a waiver by the former of any of its rights under this agreement.

#### **Variation**

No agreement varying, adding to, deleting from or cancelling this agreement, and no waiver of any right under this agreement, shall be effective unless reduced to writing and signed by or on behalf of the parties.

## APPENDIX 5

### TYPICAL NOTICE BOARD FOR ESTATE 1 RESIDENTIAL WORK

#### INSTRUCTIONS:

1. Typeface to be used shall be Helvetica Medium.
2. Note that all professional services involved on the project are to be shown.
3. Project name and owner shall be white lettering on green background. Surrounding border and lines under professional titles shall also be green. Green to be specifically: Plascon Turf Green.
4. Professional titles and Company names shall be in black on white background.

**Alterations & Additions for Owner on  
Erf \_\_\_\_\_, \_\_\_\_\_ Village**

370

180

\_\_\_\_\_  
ARCHITECT

Tel

270

\_\_\_\_\_  
QUANTITY SURVEYOR

Tel

\_\_\_\_\_  
CONSULTING ENGINEERS

Tel

Tel

\_\_\_\_\_  
CONTRACTORS

270

Tel

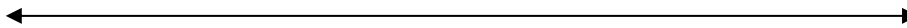
\_\_\_\_\_  
LANDSCAPER

180

40 border

400

1450



**APPENDIX 6**



**MOUNT EDGECOMBE**  
COUNTRY CLUB ESTATE

**CONTRACTOR INFORMATION SHEET**

HOMEOWNER: .....

ERF: .....

STREET ADDRESS: .....

EXTENT OF ALTERATION – BRIEF DESCRIPTION:

.....  
.....

ARCHITECT: .....

CONTACT NUMBER: .....

APPOINTED ENGINEER (IF REQUIRED): .....

ANTICIPATED CONSTRUCTION PERIOD: FROM ..... TO .....

PROJECT MANAGER / PRINCIPLE AGENT: .....

CONTACT NUMBER: .....

PRINCIPLE BUILDER: .....

PROOF OF REGISTRATION WITH THE NHBRC: YES..... NO.....

SITE SUPERVISOR: .....

CONTACT NUMBER: .....

In the event that the builder has not undertaken work on MECCEMA 1 previously, please provide CV, list of completed project referrals. No builder may begin any site work unless proof of familiarity with Estate Rules and Regulation is available.

**SUB-CONTRACTORS**

Please furnish details of the sub-contractors who will be attending the site:

<b>Please furnish details of the sub-contractors who will be attending the site:</b>		
Electrician		
Plumber		
Roofing		
Tiling		
Landscaper		
Irrigation		
Other		
(Specify)		
Ablution/toilets provided on site	YES	NO
Please supply proof of adequate Public Liability Insurance		