

**LONGACRES
COUNTRY AND EQUESTRIAN ESTATE**

**BUILDERS CODE OF CONDUCT
MAY 2016**

VOLUME 5



LONGACRES COUNTRY AND EQUESTRIAN ESTATE

- Volume 1: Constitution of the Longacres Home Owners Association
- Volume 2: Code of conduct of the Longacres Home Owners Association.
- Volume 3: Architectural Design Guideline Manual
- Volume 4: Environmental Management Programme
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Long Acres Home Owners Association

1. REGULATIONS FOR BUILDING CONTRACTOR ACTIVITY

1.1 General

Certain rules and restrictions are to ensure that the least possible disruption is caused to residents by building activities.

Every owner must ensure that Contractors in his employ have been informed of these rules and adhere to the stipulations.

All are to abide by the development conditions and rules.

All Contractors are to comply with the regulations as imposed by the Building Bargaining Council. It is the owner's responsibility to ensure that the Contractor and all sub-contractors hold valid registration certificates as well as compliance certificates from the Building Bargaining Council.

1.2 Times

Building operations are only allowed during the following times:

07:00 - 18:00 Normal week days

07:00 - 13:00 Saturdays

Absolutely no activity on Sundays

Special prior permission is required if building activity is anticipated after hours or on Public Holidays

1.3 Sub-Contractors

All restrictions applying to Main Contractors also apply to Sub-Contractors.

Owner to submit in writing: the names of contractors and sub-contractors, their contact details, names and ID numbers of ALL the workers on the site at any given time.

These details are to be sent to the committee before proceeding with building.

A completed register is to be available for routine inspections on site at ALL times of building.

1.4 Refuse Removal

Facilities for refuse storage and removal are to be provided by the Contractor and responsibility for the utilization of these facilities by the labourers rest with the Contractor.

Refuse to be removed weekly.

Refuse may not be burnt on site.

1.5 Building Rubble

Regular cleaning of the site is imperative during building operations and the site is to be kept as neat as possible.

The roadway and pavement must be kept clean of all material, rubble and sand at all times.

No rubble or refuse should be dumped in any public area.

1.6 Deliveries

Suppliers providing building material may only deliver such during normal weekdays.

Building material may not be dumped on the sidewalks or roads under any circumstances (only on site).

The Contractor is responsible to move building materials onto the site when a supplier has off-loaded such on the pavement or roadway.

1.7 Toilet Facilities

It is the responsibility of the Contractor to provide toilet facilities for the labourers.

1.8 Danger Tape

The erf handed to the Contractor for building operations must be demarcated with danger tape. Under no circumstances should building activities be extended beyond erf boundaries.

1.9 Security

1.9.1. The Contractor is only allowed one representative on site, in the capacity of watchman, after hours.

1.9.2. No Contractors or workers are allowed on any Private Open Space in Long Acres unless duly authorized by the Committee.

1.10 Notice Boards

Only the conventional Architects \ Contractors notice board will be allowed on site. No sub-Contractors boards are allowed.

1.11 Site Huts

All site huts / stores must be removed upon completion of the building contract.

1.12 Building Completion

It is required that the building be completed within 12 months after commencement of construction.

1.13 Building Deposit

Building Deposit of R10,000.00 (TEN THOUSAND RAND) to be paid into the Committee Attorneys Trust Account before final plan approval. Deposit to be refunded by Trustees, providing all rules, regulations and time-lines are adhered to.

Any legal or administration costs are for the owner's account.

1.14 Electricity

Prior to building plan submission, a written official letter from ESCOM or LIGITPROPS (depending on which party will be responsible for account delivery), has to be admitted, stating that the electricity supply will be sufficient for that particular erf. Said letter is to accompany building plans.

1.15 Plot Clearing

Plot Clearing is only to be done once plans have been approved (no more than 25 % of the plot's footprint).

1.16 Water Meter

Water meter is only to be installed after Council has approved building-plans.

1.17 Wells and Boreholes

No wells and boreholes shall be sunk on any land in Long Acres without Committee consent and final approval from Council.

1.18 Alteration, Additions and Demolitions

No persons shall effect, or cause or permit to be effected, any alterations or additions to, or demolitions of, any building upon any smallholding, including boundary walls and fences, nor shall any person change or cause or permit to be changed the external appearance, colour scheme or material of such buildings without prior approval from the Home Owners Association and Council.

1.19 Duties of Owner or Occupier

The duties of the Owner or Occupier is to maintain his dwelling, outbuildings, stables, walls and fences, and to keep them in good state and serviceable repair with regards to external appearances.

2. PREPARATION AND APPROVAL OF BUILDING PLANS

Building plans may only be submitted by competent architects and draughtsman who are registered with the SA Council for the Architectural Profession and must be presented to the Committee of the Home Owners' Association for scrutiny and approval prior to submission to the local authority.

This Architectural Design and Development Manual, being a condition of subdivision have statutory authority and must be read with the Building Control Plan. The approval of plans in terms of the manual will be the responsibility of the Committee who will act in their sole discretion in terms of the constitution of the Long Acres Home Owners Association.

Prior to the submission of plans for approval, the owner shall submit a certificate from a land surveyor to the Committee, stating the ground level at each boundary peg before any building work has taken place. These levels shall be recorded as the natural ground levels of each boundary peg and shall govern the height restrictions.

Once building plans have been approved by the Committee and Council, the owner is to employ a land surveyor to ensure that the new dwelling does not infringe on any building lines. The land surveyor is to submit supporting documentation to the Committee to this effect prior to the excavation of foundations and any casting of foundations (no changes allowed to site-plans once plans are approved by Committee, unless plans showing clearly any amendments to the original plans have been resubmitted).

Building lines are:

- 20 meters from street boundary
- 10 meters from side boundary
- 10 meters from rear boundary

Should the Committee suggest amendments to drawings, the consultant must submit amended drawings to the Committee who shall confirm whether the amendments are accepted.

Working drawings, duly signed by the Committee, must be submitted to the local authority for approval. A copy of the approved working drawings must be submitted to the Committee for checking and record purposes.

The design of the houses and the entire stand should show sensitivity to the existing natural features, flora and topography.

The following information is required:

- Sections to illustrate heights in relation to adjacent properties;
- Preferred colour schemes and external finishes have to be notated on drawings;
- There should be at least four elevations and one typical section.

A damage deposit as determined from time to time by the Committee will be payable before construction of a dwelling can be commenced. This deposit will be returned upon completion of the dwelling provided that there has been no damage to the Association's property.

Upon completion of the building, the owner shall submit a certificate from a registered Land Surveyor stating that the building conforms to the height restrictions prescribed on the registered Building Control Plan pertaining to the erf.

2.1 Scrutiny Fee

The Committee has appointed a registered architect to scrutinize plans presented for approval by members and to make recommendations to the committee with regard to the approval thereof. This non-refundable fee amounts to a R 1,500, is payable to the LAHOA prior to submission of plans, and is valid for 6 (six) months.

Sketch plans are to be submitted to the architect for scrutiny and comment prior to the drawing up of plans for approval.

All members must, in the first instance, present plans for approval directly to the architect for this purpose and a scrutiny fee is payable directly to the architect at his discretion.

2.2 Aesthetic Standards

Every effort will be made to ensure that these standards are observed by all residents.

2.3 Non-compliance

Should any owner not comply with all the rules and regulations, such owner will forfeit his deposits and will be held liable for any costs involved in correspondence and all legal costs incurred by the LAHOA.