



KERSBOS STRAND

ARCHITECTURAL GUIDELINES

KERSBOSSTRAND RESIDENTIAL DEVELOPMENT
ON ERF 276 DWARSKERSBOS

1. INTRODUCTION

The traditional West Coast Style is the main character of the KERSBOS STRAND development. The architectural committee and its consulting architect will consider the proposed building concept and building plans according to the architectural guidelines set out in this document. The committee will have absolute discretion on the prescription and approval of the building plans prior to submission for local authority approval. These guidelines are put in place to guard the character of the development and to protect all members. These guidelines are to be read in conjunction with the national builder's regulations and requirements of the local authorities.

2. ARCHITECTURAL COMMITTEE

This committee together with the consulting architect will, in terms of the approved CONSTITUTION, control the architectural and esthetical standards in the KERSBOS STRAND development. The committee will evaluate and thoroughly scrutinized all proposals for new buildings as well as any extensions to existing houses. The concept sketches and building plans must be submitted by the architect who represents the client. The committee will work closely with the owners architect to find an acceptable solution for all involved.

3. PLAN APPROVAL PROCEDURE

An owner or his/her architect must submit sketch plans to the consulting architect of the HOA. The consulting architect reviews the sketch plans and adds his comments and sends them to the chairman of the architectural committee. The chairman forwards them to the rest of the architectural committee members for review. Once all comments from the committee members are incorporated and agreed upon with the consulting architect, the architectural committee gives feedback to the owner or his/her architect through the consulting architect of the HOA. Any conflicts in interpretation are handled in the same manner as described up to here. Once final agreement amongst all parties has been reached, the official municipality plans get drawn up by the owner's architect. The final plans are submitted to the HOA consulting architect who verifies that all changes have been attended to. The final plans are forwarded to the chairman of the architectural committee for stamp and sign off. One set of signed and stamped plans are retained by the HOA for record. The plans can now be submitted to the Bergrivier Municipality for approval from their side. A copy of the final approved plans by the Bergrivier Municipality is also submitted to the HOA for record keeping. The MA will be informed of the approval of the plans by the chairman of the architectural committee and will forward all the relevant documentation to the owner regarding the construction phase. The MA will also invoice the owner with all fees payable to the HOA in this regard.

4. BUILDING PLANS

Once the sketch plans are approved the detail plans can be drawn up for final submittal and approval by the committee. Once approved by the committee the plans can be submitted to the Bergrivier Municipal for approval. **NO** deviations from the HOA approved plans will be accepted. Refer paragraph 7 Compliance Deposit. In the event of an unforeseen situation, limited deviations will be considered, but not necessarily approved, by the committee. This will be based on the motivation or the reason provided. The plan approval procedure refer paragraph 3 is followed for this process. If approved by committee modified plans, representing the deviation and a memo describing the reason for the deviation, must be submitted to the committee for inclusion in the final project documentation. This will ensure traceability and transparency for future reference. The plan approval procedure refer paragraph 3 applies.

5. DESIGN

5.1. Enveloping blocks

The owner is allowed to build a house inside three enveloping blocks each measuring 14.00m x 7.00m (absolute maximum dimensions) The three blocks must be placed parallel to one another in any arrangement needed – see figure 1. The linking of the three enveloping blocks can only be done by flat roofs structures (including reinforced concrete roof structures) and the absolute maximum footprint area may not exceed 50% coverage per plot. This is in line with the Bergrivier Municipalities regulations. No continuous structure may exceed 14m and any linking flat roof structures must step at least 0.5m from the adjoining structures in a horizontal direction.

Inside the enveloping blocks any combination of 45 degree pitched roof structures and 5 degree flat roof structures can be used. Articulation is encouraged – see figure 2. Loose standing structures will be considered as well. A further possibility is to make use of the 45 degree slanting roof area as sleeping accommodation, especially for children.

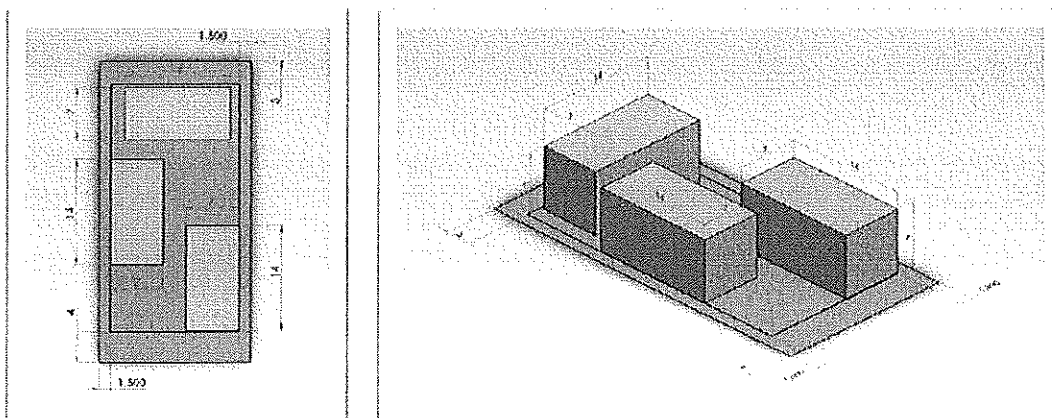


Figure 1. Enveloping Blocks.



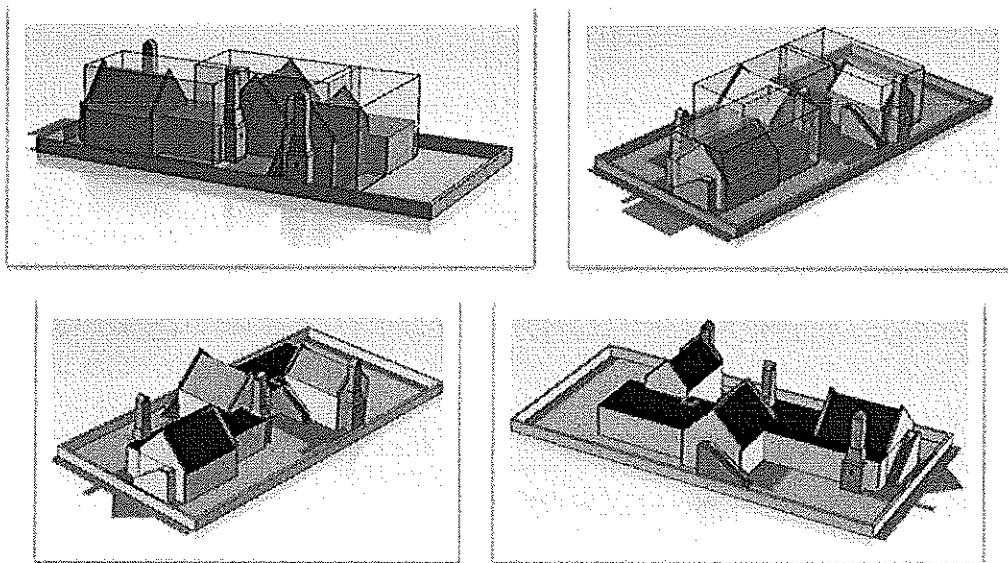
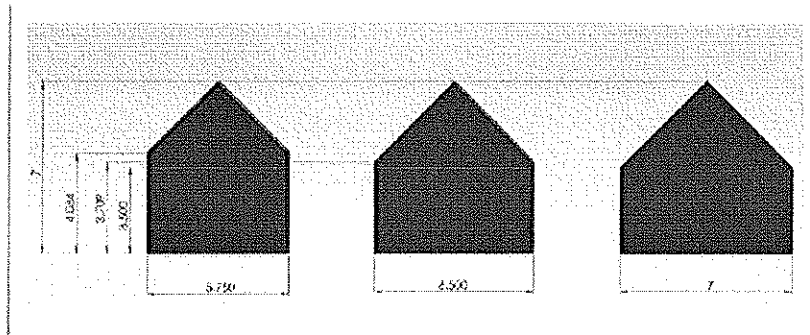


Figure 2. Typical example of combining pitch roof and flat roof building components inside the enveloping blocks.

5.2. Vertical Aspect Ratio

A vertical aspect ratio must always be maintained on the pitched roof building structures. This means the height dimension must exceed the width dimension. Figure 3 explains the vertical aspect ratio concept.



Decreasing the base dimension translates into gained height for upper floor. The walls on the sides of the top floor will allow for addition of bigger windows. Practically it also allows the top space to be usable up to the wall thereby not wasting the space as the roof slants down into the floor instead of the wall.

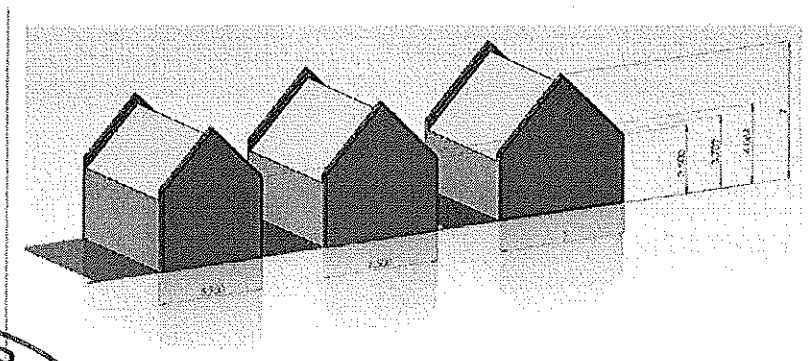


Figure 3 . Vertical aspect ratio concept explained.



To ensure the vertical aspect ratio is adhered to the maximum span of any pitched roof building will therefore not be more than 6.5m and not less than 4.5m, measured from the outside. The remainder of the 7m enveloping block width can be used for a 5 degree flat roof structure or outside staircase called “buite trap”. See figure 2 and figure 4.

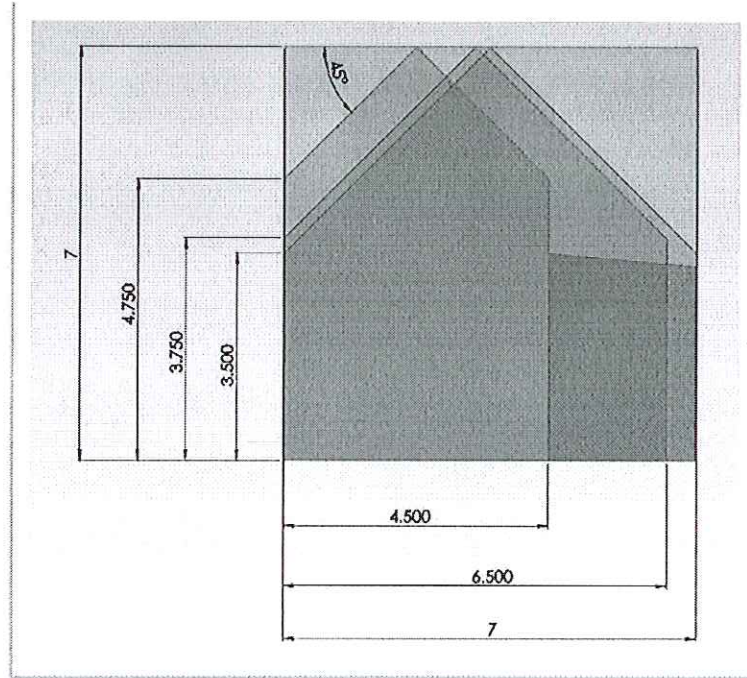


Figure 4. Vertical aspect ratio, different base dimensions and remaining enveloping block usage explained.

The maximum height of the roof ridge on any pitched roof may not exceed 7m from floor level and the pitched angle must be 45 degrees. The floor level can be a maximum of 300mm above the highest point on the curb. No flat roof structures are allowed above 3.5m from the floor level. This is to ensure a step between the slanted roof and any flat roof structure connected to it. A flat roof structure has a 5 degree slope and is enclosed on three sides by rounded parapets walls also with a 5 degree slope. See figure 5.

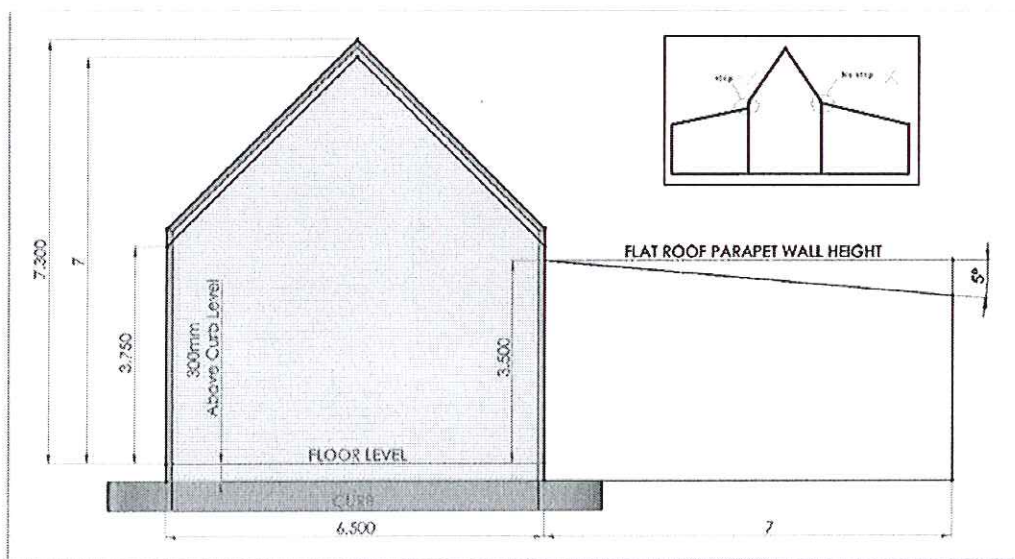


Figure 5. Height Restrictions.

All side gables will project past the roof so as to conform to the traditional west coast architecture. It is practice in the Western Cape to have cavity walls as outside walls, which must not be less than 345mm in width – especially on gables. All gables and parapets must be rounded. No sharp corners are allowed.

A horizontal parapet wall must define the edge of a flat roof structure.

The internal roof structure must not be visible on the outside of the wall and the maximum roof sheeting overhang is 200mm.

The garage roof cannot be used as a balcony.

The committee will always steer the placing and design of the houses to ensure that an acceptable solution is reached that fits into the traditional West Coast Style and also satisfies the need of the client.

5.3. The West Coast hearth and chimneystack

The typical West Coast hearth and chimneystack must be featured as one of the strong characteristics of this Kersbos Strand development. The chimneystack may not exceed 1.0m above the ridge of the roof. No steel chimney stack is allowed and no cowl is allowed on the top of the chimney stack. In addition a side opening with dimensions shown can be introduced to increase chimney performance during wind direction changes. Figure 6a and figure 6b shows typical examples. Please note that the pictures show sharp edges but are for dimension illustration purpose only. All corners and edges must be rounded.

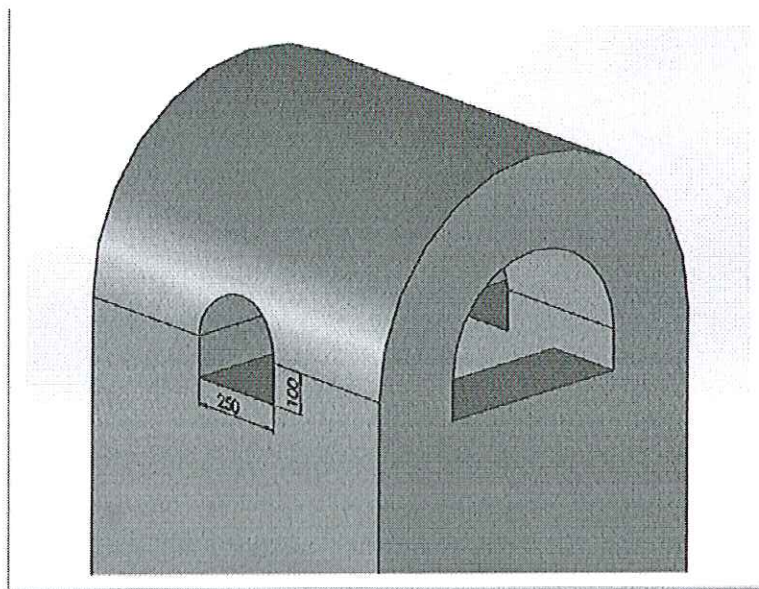


Figure 6a. Side Openings.



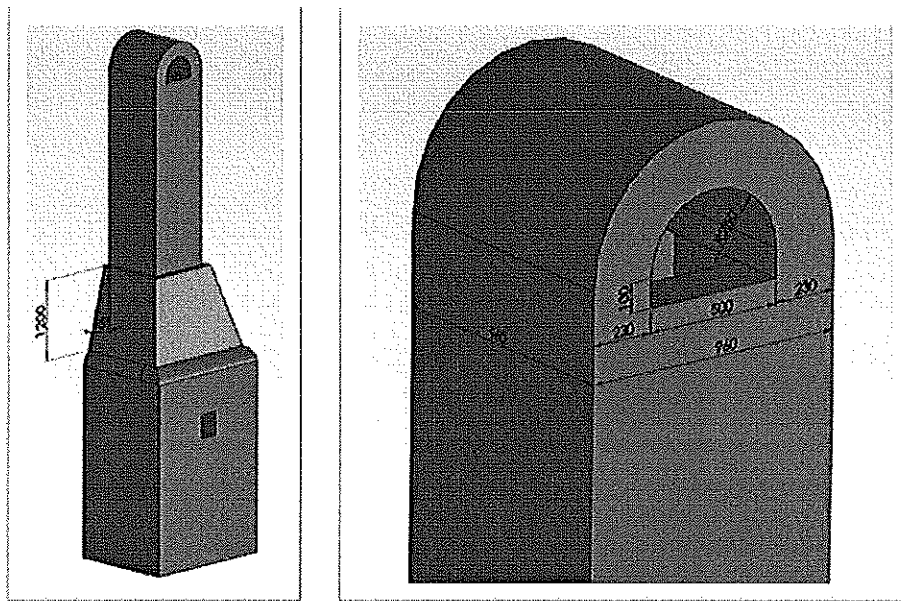


Figure 6b. Typical Chimney Stack Dimensions

5.4. Outside stair

The typical West Coast style outside solid wall stairs (“buite trap”) must be featured as one of the strong characteristics of this Kersbos Strand development. The “buite trap” will allow access to the upper floors in the roof space. See figure 7.

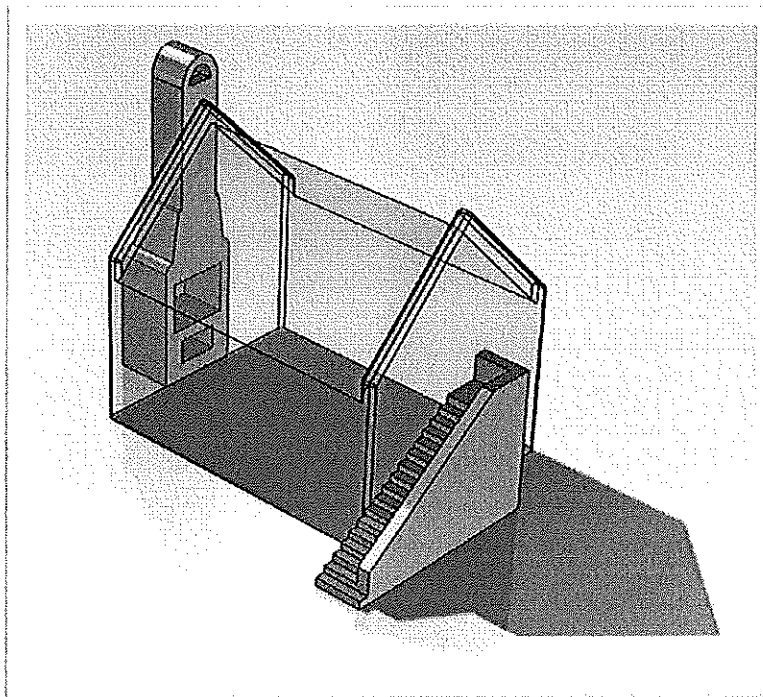


Figure 7. West Coast hearth, chimney stack and “buite trap”.





6. SCRUTINY FEE

A fee per plan will be charged for this service as agreed upon by HOA at the AGM. This fee is applicable to any new plans and any extensions to existing houses. This fee is applicable for a one year period and will be revised at AGM annually. The scrutiny fee is based on the institute of architects recommended fees on the scales for this type of service. The fee is payable by the owner to the consulting architect.

7. COMPLIANCE DEPOSIT

A R5000 deposit is payable to the HOA and will be refunded on completion of the building, less all cost incurred by the HOA to repair/rehabilitate any damage caused by the builder. Refer clause 26.6 of the constitution. This deposit will also be withheld if an owner deviated from the approved plans without the HOA's approval. Refer paragraph 4 Building Plans.

An owner shall not commence with any building activity prior to having paid the deposit.

8. INSPECTION FEE

An inspection fee is payable to the consulting architect. The stages of inspection are as follows:

- During foundation construction
- During brickwork of the ground floor
- During brickwork of the loft area
- After completion of the gable brickwork.
- On completion

A professional registered architect must be involved in the inspection and the approved fee according to the regulating body will be applicable. This fee will be evaluated and approved at each AGM and will be based on the fee as per architectural industry at the time.

9. BUILDING PERIOD

A building period of 12 months will be allowed from commencement of construction. Any extension must be agreed upon in writing with the HOA and directly adjoining owners. Completion is defined as 100% external completion in accordance with the building plans approved by the HOA and municipality, it does not require 100% internal completion. The fine for non-compliance will be R2000.00 per month, if there are no mitigating circumstances agreed upon between the owner and the HOA. The amount must be approved at each AGM in future. In the case of the building being erected in phases, each phase must be in a state of 100% completion and must represent the look of a completed house, fully painted and rounded off satisfying the guidelines.

10. MATERIALS

The following materials and finishes have been specified as a guideline to what the committee would consider.

10.1. Roof

Corrugated, S profile metal roof sheeting: COLORBOND® Ultra steel range for roofing or Zincalume or aluminium or similar. Colour Charcoal. Thatch roofs will also be allowed. See figure 8.

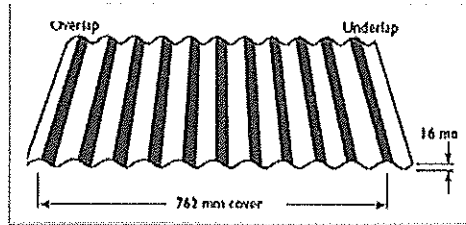


Figure 8. Corrugated Roof Sheetting

10.2. Doors, windows, shutters, louvers, sliding doors, frames and garage doors

The ideal is an unpainted Meranti wooden finish, but the committee will also consider alternatives of epoxy finish aluminium in white or charcoal or painted wood in the approved colours.

A vertical proportion must always be followed, which mean that the height dimension exceeds the width dimension. The maximum size window that will be allowed is 1200mm wide x 1500mm high. The windows in a structure must be of vertical proportion except when the window sizes are smaller than 600mm a square proportion will be allowed. Windows must be orientated 90 degree to horizontal. All windows must have 4 x 90 degree corners. No roof windows are allowed.

Sliding doors must have a vertical proportion on first floor.

Shutters with horizontal louvers will be allowed. Shutters and louvers are limited to a window area and may not span a wall or between windows. Only one type shutter will be allowed per house. The shutters and louvers can be made of unpainted Meranti wood, painted wood in approved colours or aluminium in white or charcoal colours matching the window frame colour.

Garages must be fitted with garage doors and no garage doors spanning more than one bay will be allowed. The vertical proportion must be kept and the colour must be charcoal or white. Unpainted (varnished) wooden garage doors are allowed. Only the sectional slatted garage panel configuration will be allowed. See figure 9.

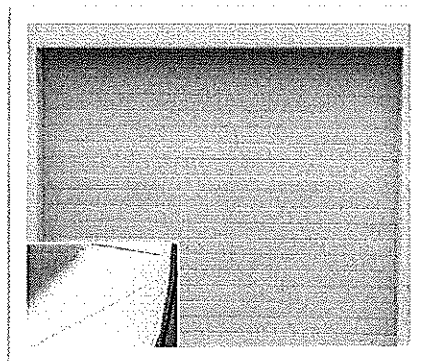


Figure 9. Sectional slatted garage panels



The approved colours that will be considered are shown in figure 10.

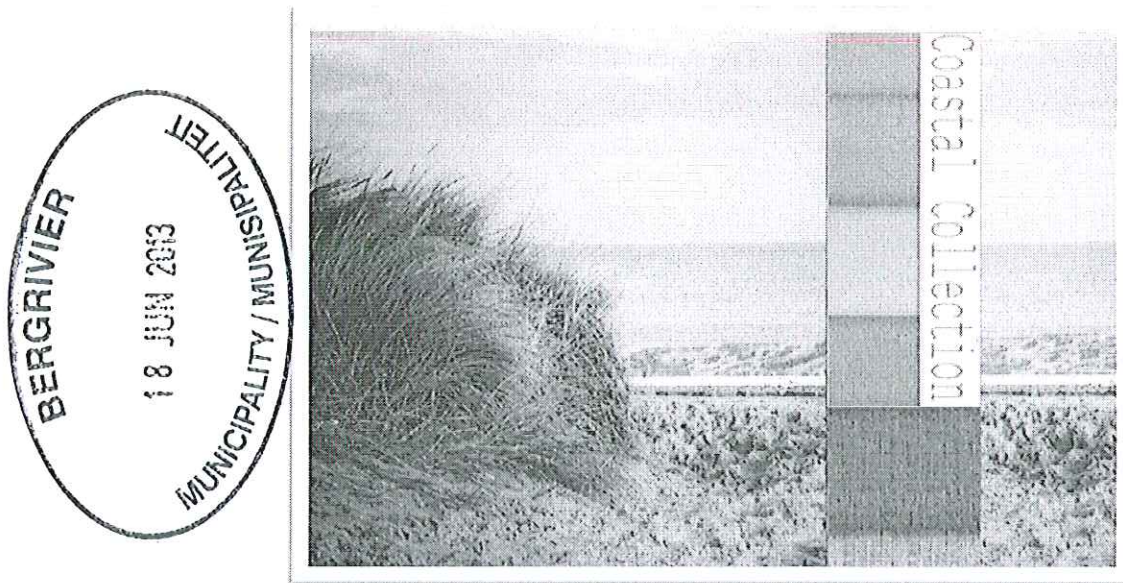


Figure 10. Approved colours

10.3. Outside walls

The outside walls will be painted white, in contrast to the black roofs. The finish will be bagged or plastered with a vertical brush or broom texture.

10.4. Light fittings (outside)

Lantern type lights suitable for coastal environment are allowed. No Spotlights or Floodlights are allowed. For security purposes existing lights may be used with a motion sensor

10.5. Natural stone

The use of natural **calcrete stone** (found in the west coast) is encouraged but is limited to 10% of the specific wall area. No manufactured version will be allowed.

10.6. Boundary walls

Boundary walls will be 800mm in height and two bricks wide, rounded on the top with no stepping (thus follow the contour). Walls must all be painted white. Court yard height may be a maximum of 1.8m. No palisade, timber fencing or pre-cast walls will be allowed. Limited provision can be made for an area where the walls may be a maximum of 1.8m to keep animals inside as long as it does not infringe on any neighbour's view and subject to neighbouring owners and HOA approval. The HOA will consider this on a case by case basis and it will therefore never be a general rule. It is the responsibility of an owner who wishes to increase the height of a boundary wall to obtain the written approval of the neighbouring owners and

submit same to the HOA together with his/her application to raise the height of the wall.

10.7. Columns and Pergolas

A wooden pergola structure must be supported on maximum size of 345 x 345mm plastered columns painted white. The wooden structure will be of round, 150mm to 180mm, blue-gum poles treated with copper sulphate and covered with "latte". Natural wood colour or white will be allowed.

10.8. Arches

No arch-like shapes or forms or windows are allowed – all to be square or rectangular.

10.9. Security

10.9.1. Burglar bars

Clear, steel and aluminum bars will be allowed and must be fixed on the inside. It must form a square pattern orientated 90 degrees to horizon. No diamond shape type burglar bars will be allowed. No Spanish type burglar bars will be allowed.

10.9.2. Security Gates

For security purposes shutters and louvres may be used and security gates must be installed on the inside of a door.

10.9.3. Lighting

For security purposes existing lights may be used with a motion sensor. No spot lights are allowed.

10.10. Gutters and rainwater downpipes

The colour must be white and layout neatly planned.

10.11. Water Tanks

Water storage tanks are permitted but preferred sunken into the ground. Surface mounted tanks will be considered if it is enclosed behind a court yard wall and may not exceed a height of 1.8m above ground level and diameter of 2m. The colour of the tank must be black or white.

10.12. Plumbing

To be concealed inside walls and layout neatly planned.



10.13. Hand railings

Only 345 solid brick walls (800mm in height and 345mm wide) plastered and painted white.

10.14. Car ports

Similar to the description of pergolas under the columns and pergolas point 10.7.

10.15. Swimming pools

Swimming pools above ground level are not allowed. No palisade fencing allowed around pools

10.16. Solar heating

Only flat lying installations against 45 degree and 5 degree roofs. No raised structures are permitted and no tanks are to be visible from the outside.

10.17. Palisades

No palisades are allowed

11. VEGETATION

Only indigenous vegetation found naturally on the West Coast is recommended. See the Kersbos Strand website for a comprehensive list.

12. STANDARDS REALITIES

Provided it is not in conflict with the Kersbos Strand HOA architectural guidelines.

12.1. Building lines

According to Bergrivier Municipal regulations.

12.2. Expansion joints

According to engineers details.

12.3. Land surveyor's report

Each owner must acquire this report before building commences in order to control the 7m roof ridge height constraint.





12.4. Building activities

Building activities **must** be planned to fit into the following building hours.

- On Weekdays between 7.00am to 18.00pm only
- **NO** building activities on Saturdays and Sundays
- **NO** building activities on Public holidays
- **NO** building activities on Builders holidays

12.5. Deliveries

Building material may only be delivered during times stipulated for building activities paragraph 12.4

12.6. Removal of rubble

The builder must remove all rubble on a regular basis. Nothing will be allowed on sidewalks or on ANY adjacent plots during the building period. All builder's rubble and refuse must be placed in either a "skip" or in a fenced off area, covered with a net to prevent windblown litter.

12.7. Toilets

Provision must be made for temporary facilities according to local authority requirements.

12.8. Insurance

The builders must provide evidence of builders all risk assurance insurance to protect the HOA against any risks. A copy of the insurance policy must be handed over to the HOA prior to commencement of building works.

12.9. Watchman

After hours, one person from a reputable security company will be allowed in the capacity of watchman. Full detail of the watchman must be disclosed to the HOA.

12.10. Builder Storage Containers

All building storage containers must be removed within one month after completion of project. NO storage containers will be tolerated and a monthly fine of R2000 will be levied on non-compliance and the fine will be reviewed at AGM yearly.

12.11. Temporary Structures

No temporary structures such as Wendy houses of any style will be allowed and a monthly fine of R2000 will be levied on non-compliance and the fine will be reviewed at AGM yearly.

12.12. Builder board

Only the conventional Architects/Contractor's board will be allowed on site. This must be erected within seven days of start of construction. No subcontractor's boards will be allowed. See Figure 11 for an example.










Builders Name / Logo / Builders NHBRC Reg No. / Contact details (phone No.) Project NHBRC No.	
Stand/Erf:	
Owner:	
Designed by:	Architect and Registration
Engineer:	
DANGER - CONSTRUCTION SITE	
AUTHORIZED PERSONNEL ONLY All visitors to report to the site office before entering the construction site	PROTECTIVE EQUIPMENT REQUIRED ON SITE
	    
 AMBULANCE 10177 DOCTOR 022 714 2384 ATLANTIC MED. RESP. 071 810 3134 HOSPITAL 022 715 1134 FIRST AID 011 429 2157	 FIRE DEPT. 022 741 1102 AFTER HOURS 022 741 1102  POLICE 022 789 8929 POLICE 022 741 8022

Figure 11. Builders board

12.13. Site Safety

Nobody will be allowed on any building site unless accompanied by builder / contractor / owner and only by scheduled appointment.

12.14. Dust protection during construction

All sites where construction is undertaken must be cordoned off on perimeter using suitable netting prior to the start of construction. Building sand and sand used for back fill must be covered

12.15. General house keeping

Vehicles must be parked in such manner during construction that it does not obstruct traffic flow.

Care must be taken that staff on site do not use foul language

Care must be taken that adjoining buildings are not damaged by mortar when plaster work is done.



13. ADMINISTRATIVE



13.1. Process to follow

- 13.1.1.1. Contact the MA to inform him of intention to build and confirm with the MA who the consulting architect for the HOA is.
- 13.1.1.2. The owner and the owner's architect studies the architectural guidelines as set out in this document.
- 13.1.1.3. The owner and architect submit their first concept sketch, electronic PDF file format, to the consulting architect of the HOA.
- 13.1.1.4. The consulting architect review and comment on the first concept sketch plans and send it to the architectural committee chairman for distribution to the rest of the architectural committee members.
- 13.1.1.5. The architectural committee members review the concept sketch plans and provide feedback to the HOA consulting architect via the architectural committee chairman.
- 13.1.1.6. The HOA consulting architect provides the feedback to the owner and the owner's architect.
- 13.1.1.7. The feedback is implemented by the owner's architect and the first set of drawings is created.
- 13.1.1.8. The owner and architect submit their first set of drawings to the HOA consulting architect in electronic PDF file format.
- 13.1.1.9. The consulting architect review and comment on the plans and send it to the architectural committee chairman for distribution to the rest of the architectural committee members.
- 13.1.1.10. The architectural committee members review the plans and provide feedback to the HOA consulting architect via the architectural committee chairman.
- 13.1.1.11. The HOA consulting architect provides the feedback to the owner and the owner's architect.
- 13.1.1.12. The feedback is implemented by the owner's architect and final set of plans are submitted to HOA consulting architect for approval and stamp by the chairman of the architectural committee. One set is retained by the HOA for record purposes.
- 13.1.1.13. The owner only then submits the approved plans (stamped and signed) to the local authority for their approval.
- 13.1.1.14. A copy of the final approved plans is then submitted to the architectural committee chairman for record keeping.
- 13.1.1.15. The architectural committee chairman then inform the MA of the final approval.
- 13.1.1.16. The owner then provides notice of intention to start construction to the MA when ready to start. This form is attached to the end of this document.
- 13.1.1.17. The MA communicate all administrative matters to the owner.
- 13.1.1.18. Compliance deposit is paid to the HOA through the MA.
- 13.1.1.19. Plot identification and height certificate (Surveyors' certificate) is obtained and submitted to MA
- 13.1.1.20. Site handover
- 13.1.1.21. Toilet and builders hut are erected
- 13.1.1.22. Dust protection netting as referenced in 12.14 is put in place.

- 13.1.1.23. Seven days into the building commencement of the building process, the owner/contractor must arrange for water and electricity supply for the project's usage.
- 13.1.1.24. Inspections is performed as set out in this document and the owner and contractor must inform the MA when ready for each inspection
- 13.1.1.25. Any deviation from the approved plans will be rectified and re-inspected
- 13.1.1.26. When building is complete an occupancy certificate will be issued once a height certificate, by registered Land surveyor, is submitted and the
- 13.1.1.27. No building may be occupied or used before the occupancy certificate is not issued.



KERSBOS STRAND



NOTICE OF INTENTION TO START CONSTRUCTION



Owner

PLOT

Phone

Cell

E-mail

Postal address

Plans approved by HOA

Yes

No

Date

Plans approved by Local Authority

Yes

No

Date

Construction Start Date

Construction Completion Date

Contractor

NHBRC No.

Phone

Cell

E-mail

Postal address

I have read and I understand the Architectural guidelines and will work according to it.

Owner

Contractor

Date

Date

OFFICE USE

PLOT

Item	Date
------	------

Plot identification & height certificate:

Surveyors' certificate

Consulting Architect Inspection report

Final completion

Height certificate

Occupation

Refund builders deposit

