



MOOIKLOOF GLEN DEVELOPMENT GUIDELINES

Release 3.2

07 November 2019

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1 VISION STATEMENT

The vision of the Homeowners Association of Mooikloof Glen estate is to develop an upmarket residential estate that encompasses the following aesthetic design elements:

- The creation of a living space for residents that utilises and promotes the open spaces and outdoor lifestyle offered by the large stands while adequately maintaining their safety and security;
- The establishment of aesthetically pleasing landscapes that allow owners to express their individual home & garden designs choices (e.g. country, contemporary, Mediterranean, rustic, etc.), yet adhering to the overall aesthetic design vision and the minimum standards set by the Architectural Guidelines in order to protect property values and to set standards for a high-quality lifestyle for owners and residents;
- Actively promoting the incorporation of nature elements and environmentally sustainable technologies in the designs of homes, gardens and landscapes to achieve a sense of harmonious community, spaciousness, privacy, tranquillity, safety, closeness-to-nature (animal/birdlife) and social/environmental responsibility amongst all homeowners.

2 PREVIOUS GUIDELINES

All development and upgrading as from the release date of this document must be done under the authority of these guidelines and it is to replace all previous guidelines completely. It will not be required of any existing buildings to be updated to comply with the prescribed style elements, but will have to follow all other guides and rules. All additions and renovations will also need to be approved under this document and the related Mooikloof Glen administrative processes.

This document is Release 3.2 dated 11 November 2014 and is the property of the Mooikloof Glen Homeowners Association Aesthetics Committee (M.G.H.O.A.A.C.).

3 INTRODUCTION

This Document is structured and organized into several parts for the purpose of clarity and needs to be adhered to in its entirety. The owner will be required to adhere to and comply to all municipal/local town planning controls as well as with the Mooikloof Glen development guidelines. Where the municipal controls and the Mooikloof Glen controls differ, the more restrictive control must be followed. Approval/acceptance of the submitted plans or part thereof by Mooikloof Glen Aesthetic committee or its approved agent does not imply any municipal building permissions. All submissions must be acceptable to the aesthetics committee as well as the municipal council respectively. All sites must be developed with sensitivity to the neighbours on all sides in respect of their privacy and wellbeing.

The M.G.H.O.A.A.C. retains the right to impose special/penalty levies up to 3 times the value of normal levies or to take appropriate legal action should the owner not comply with the controls or approved design/plans in any way.

4 PLAN SUBMISSIONS AND APPROVALS

Plan C Architectural (PTY) Ltd is the appointed estate architect and will act as agent for the M.G.H.O.A.A.C., receiving, scrutinising and presenting the drawings to the Aesthetics Committee.

It is required that concept plans are presented and discussed with Plan C Architectural (PTY) Ltd. This will save valuable time and effort for the owner and his appointed professional. This was implemented to provide you with an indication of the design and planning directions needed. Plans can be e-mailed to PlanC.arc@gmail.com

Once the design has been clarified formal submissions may be made. Submissions dates are not predetermined (see annexure B) but will be attended to as and when submitted and within a reasonable time. The submissions would be processed within 3 working days of receipt and response is sent to the applicant and the M.G.H.O.A.A.C. Final approval will be given once the Aesthetic committee confirms its satisfaction with the submission. This review is scheduled once a month.

Approval grants permission to the owner to start building. The building must be accurate and true to the plans. Approval does not entitle an owner to infringe or contradict this guideline in any way and he/she is still liable to adhere to all rules regardless of the approved plans.

- New construction projects:
 - Building activity must commence within one year of the approval date where after all such approvals will be deemed as revoked.
 - Building works must be completed within the following time frames from construction onset:
 - Primary dwelling size 350m²-800m²: 18 months from starting date to completion.
 - Primary dwelling size > 800m²: 24 months from starting date to completion.
 - Extensions/Alterations to existing dwellings: 9 months from starting date to completion.
- Existing construction projects:
 - 18 or 24 months from date of implementation of the rule on 25th August 2016 to complete in accordance with time limits for new projects as above.
 - 9 months from date of implementation of the rule on 25th August 2016 to complete in accordance with time limits for new projects as above.

4.1 SUBMISSION REQUIREMENTS

- Proof of ownership of the property must be provided with submissions.
- Home Owners are to use the services of an Architectural Professional registered with the South African Council for the Architectural Profession. Proof of registration is to be provided on request.
- The Architect must apply to be listed on the approved list of Architects prior to submission.
- Sketch plans for concept stage and Complete working drawings for the official submission.
- Rendered 3D views
- Application forms completed in full
- Form MG-A1, MG-C1, MG-F1
- Number and type of drawings as indicated on checklist (MF-C1)
- Certified surveyors diagram showing stand boundaries and 500mm contours.
- Proof of payment (Banking details are on MG-C1)
 - Submission Fee to Plan C Architectural (PTY) Ltd
 - Refundable building deposit to Pretor

4.2 CONTACTS AND COMMUNICATIONS

- Mooikloof Glen
 - Estate Manager –
estatemanager@mooikloof-glen.co.za

- **Plan C Architectural (PTY) Ltd**
 - Review officer
 - Chantel Hurter
 - 072 423 9467
 - PlanC.arc@gmail.com
 - Submission
 - Grounded(work) at Echo
 - Shop 1
 - 353 24th Ave
 - Villieria
 - Pretoria
 - 0186
- Pretor
 - Connie Stergianos
 - ConnieS@pretor.co.za
 - 012 001 9000

START

MGHOAAC Plan approval process

Concept Submission

Forward concept designs to PlanC.arc@gmail.com in pdf / jpg format.

General aesthetics, orientation, positioning and building restrictions will be commented on.

Provide : Site plan, plans, elevations, section

Declined

Comments

Official Submission

To be submitted

Complete working drawings
Rendered 3D views
Application forms completed in full Form MG-A1, MG-C1, MG-F1
Certified surveyors diagram
Proof of payment
Submission Fee to Plan C
Refundable building deposit to Pretor

(Refer to guidelines and checklist)

Rejected

Required:
Redesign and resubmission

Corrections No. 1

Applicant submit revised drawings to comply with comments received.

Comments

Approved

Corrections No. 2 and onwards

Fee required on every instance

Applicant submit revised drawings to comply with comments received.

Comments

Approved



Aesthetics Approval

Provide complete set of drawings

- 1 Coloured - Plan C's copy
- 1 Coloured - Returned to Applicant
- 1 B&W - HOA's copy
- 2 B&W - Returned to Applicant
- (2 coloured + 3 b&w)

A letter of approval will be sent, where after plans can be collected.

Submit to Mun. Council

Submit the stamped plans to the local municipality for approval.

5 INSPECTIONS AND OCCUPANCY

5.1 INSPECTIONS

It is required that the owner/contractor request an inspection from Plan C Architectural (PTY) Ltd at 3 critical points;

- Foundation/Set out stage.
- Roof height.
- Final inspection. (Fee required)

Final Aesthetic inspection is done to ensure that all dwellings are as per the approved plans before the building performance deposit can be refunded. Inspections should be booked a week in advance with Plan C's Review Officer and only when the project is truly complete. If the dwelling deviates from the approved plans "as built" plans must be submitted for approval by the committee depicting all variations. A re-submission fee will be charged.

A fee for all inspections is required before it will be booked. (See Annexure C). Should the final inspection not be passed subsequent inspections will incur the same charge (fee).

5.2 MOOIKLOOF GLEN OCCUPANCY CERTIFICATE

M.G.H.O.A.A.C. will issue a Mooikloof Glen occupancy certificate after the final inspection has been successfully completed. It is expected that;

- The building must be completely fitted and finished inside and outside.
- The finishing must be clean, neat and of good quality.
- The building should be accurate and according to the approved plans.
- An Occupancy certificate from the local municipality must have been obtained.

The issue of this certificate declares that the M.G.H.O.A. regards the building as sufficiently complete and will issue instruction to Pretor to release the building performance deposit. Only when this occupancy certificate is obtained may the house be occupied.

The Mooikloof Glen occupancy certificate will be deemed as valid once it has been signed by PlanC Architectural (PTY) Ltd and the Estate Manager.

5.3 LATE COMPLETION PENALTY

Project completion up to 6 months late: Penalty of 50% of monthly levy in addition to normal monthly levy.

Project completion 6 – 12 months late: Penalty of 100% of monthly levy in addition to normal monthly levy.

Project completion >12 months late: Penalty of 150% of monthly levy in addition to normal monthly levy.

- i. If a certificate from the City of Tshwane is issued within the applicable time frame listed above, then, subject to iii) below, no penalty will accrue.
- ii. If a certificate from the City of Tshwane is not issued within the applicable time frame listed above, then, subject to iv) below, associated penalties (as listed above) will accrue as of the lapse of the applicable time frame listed above until a certificate from the City of Tshwane is issued.
- iii. No penalty will occur as of the date on which a certificate from the City of Tshwane is issued or the date on which the applicable time frame listed above lapses, whichever is the latest in time, and for a period of 6 (six) months thereafter.

- iv. If a certificate of completion is issued by Plan C Architectural (PTY) Ltd within the 6 (six) month time frame recorded in iii) above, then no further penalties will accrue.
- v. If a certificate of completion is not issued by Plan C Architectural (PTY) Ltd within the 6 (six) month time frame recorded in iii) above, then associated penalties (as listed above) will accrue as of the Lapse of the applicable 6 (six) month time frame until a certificate of completion is issued by Plan C Architectural (PTY) Ltd.
- vi. In the event of force majeure, a member may apply to the Board for relaxation of applicable completion timelines, with the decision of the Board being final, with no leave to appeal such decision.

Late completion penalties will terminate upon receipt of an occupation certificate from the City of Tshwane, where after the member has a further 6 months from date of certificate from the City of Tshwane being issued, to attend to all such items required to be complete in order to acquire a completion certificate from Plan C Architectural (PTY) Ltd, and in the event of force majeure, that the member may then apply to the Board for relaxation on such timelines, with the decision of the Board being final, with no leave to appeal such decision.

If the member was in the process of building and exceeds the stipulated timeframe and penalties are imposed, these penalties will only be ceased if the occupation certificate from the City of Tshwane is issued, then the 6 months period will become effective, and if this period is exceeded, penalties will again be imposed as per above rule.

6 SITE DEVELOPMENT CONTROLS

6.1 ALLOWED USES

The security of all residents is of vital importance and access to the estate must be limited to residents and their private guests. The primary use for buildings will therefore be restricted to private residential use only and no business, industrial or hospitality uses will be allowed. All Municipal by-laws should be adhered to.

6.2 SECOND DWELLING.

A second dwelling will only be considered if;

- it has been approved by the local Municipality,
- its area does not exceed 200m²
- its area is less than 25% of the main dwelling coverage
- it visually forms part of the overall identity and mass of the main dwelling with the same construction materials.

6.3 COVERAGE

- Single-storey buildings - max. 40% coverage
- Multi-storey buildings - max 30% coverage

6.4 MAXIMUM HEIGHT

Maximum height – two storeys, and 10m above natural ground level. i.e., the highest point of the roof at any point is not to exceed 10m above the existing natural ground level directly below that point and determined by a registered Land Surveyor.

The architectural plans to indicate the basement, final floor level elevation in relation to the benchmarks as on the surveyor's plan (detail and contour plan - Indicate height from NGL to wall plate on elevations by means of a parallel line from NGL with 10m offset). No excavation or filling of the stands may be undertaken without the submission and written approval of a detailed architectural and SDP (site development plan) plan to M.G.H.O.A.A.C.

Lofts and basements are permitted.

- Lofts
 - A loft is considered a storey if the sidewalls extend above the floor.
 - Loft areas to be included in the Maximum Floor area calculation.
- Basement
 - 'Basements' means that portion of a building of which the ceiling at any point does not protrude more than 1m above natural ground level.
 - A basement may only be used for the storing and parking of motor vehicles, laundry room, storage room, utility room, cellars and for services infrastructure and may not be used for living space.

The owner to supply a certificate prior to casting of basement level concrete to confirm the floor level as per design level as well as a certificate after installation of the roof structure, to certify that the highest point of the roof of the building does not exceed the maximum allowable height of 10 metres above natural ground level as per City of Tshwane (Town planning rules).

6.5 MINIMUM BUILDING AREA

A minimum building area of 350m² excluding outbuildings and garages is required for each erf.

6.6 BUILDING LINES, RESERVES, AND SERVITUDES

The road servitude will be used for the sole purpose of access and to the discretion of the M.G.H.O.A. only. No structures, landscaping, etc. may be placed within the servitude. No buildings may be placed within a building restriction line.

- All building lines as per municipal building lines (obtain from the local authority) or any restrictions in the property's title deed.
- All buildings must be positioned and orientated in such a way that it does not infringe on neighbours privacy. Should the M.G.H.O.A.A.C. consider this an issue, it retains the right to introduce additional restrictions.

6.7 ORIENTATION

Good orientation is required of all designs.

- Openings and windows should mostly face north and south. Exposure to the west should be limited as far as possible.
- Orient and position patios, verandas, and social outdoor spaces to the north-east of the buildings as far as possible.

6.8 TOPOGRAPHY

Buildings should be designed to respond to the site contours and to minimize visual impact. Avoid positioning building on elevated areas where possible and retain natural features of the erf where possible.

6.9 DRIVEWAYS, PARKING AND PAVED AREAS

- No unpaved roadway entrances and driveways are allowed.
- With the exception of day guests, all vehicles, trailers, caravans, boats, canoes, bicycles etc. on the property may not be visible and must be housed within a garage or screened area.
- Paving must be of high quality and to the approval of the M.G.H.O.A.A.C.

6.10 LANDSCAPING

A Landscaping design for at least the street-facing part of the property must be integrated in the site plan with the application, indicating all landscaping elements, including soft-scape, hardscape, manicured gardens, vegetable gardens, natural and other elements.

- Landscaping must be designed and planned to harmonize with the buildings, their layout and visual profile.
- The use of indigenous trees, shrubs and plants is encouraged.
- Avoid alien/exotic plants and trees, dongas and berms as far as possible.
- The landscaping of the street-facing part of the property must be done to an acceptable level for the final inspection before occupation. The balance of the landscaping must be completed within 12 months of occupation.

6.11 BOUNDARY WALL LENGTH AND HEIGHT

A boundary wall of maximum 2.2m high, measured from the natural ground line and not the modified ground line, may be used around the property with the following conditions;

- Walls are to be of a durable and safe construction.
- Walls shall match/compliment the house design and be constructed from the same construction materials (see Section 11).
- A wall design and details signed off by a qualified engineer must be provided with the plan submissions.

6.12 COURTYARDS

The use of courtyards can provide outside shelter, function, privacy and atmosphere to the design and is encouraged. Where private living spaces extend through the design to the south side of the buildings, it will be required to provide a screened area/ courtyard. It is expected that other properties will orient north and have views toward the south of adjoining properties.

6.13 SERVICE YARDS

Service yards are essential to contain domestic functions/services such as washing lines etc. and must be;

- screened by a solid 1.8m high screen wall,
- inconspicuous, completely screened and positioned towards the south and western sides of buildings as far as possible,
- paved and equipped with a drain and water point to allow for the washing of yards.
- kept clean, neat and odour free.
- washing lines and all services should not be visible from outside the property.

6.14 RETAINING WALLS AND GABION WALLS

Retaining walls and gabion walls must match and compliment the house design and be limited where possible. Gabion walls must be constructed from natural stone. The maximum height for any retaining wall and the vertical extensions thereof is 1.8m measured from the natural ground line to the top thereof.

6.15 SWIMMING POOLS AND WATER FEATURES

- Swimming pools may only be positioned toward the north or north-east of the property and buildings and must form part of the private living area. Water features and fish ponds must be used in moderation and form an integral part of the design and must be of such a nature as not to be a safety concern.
- All water elements must be enclosed as per the municipal by-laws.

6.16 TENNIS COURTS AND OTHER SPORT FIELDS

Tennis courts and other sport fields may be allowed to the discretion of the MGHOA but must be positioned with sensitivity to the neighbours.

6.17 SIGNAGE

Other than a street name/number, no signage will be allowed. The street numbers and letters must be maximum of 500mm high and be manufactured from a durable aesthetic material. It must also be sympathetic with the house design and harmonize with the aesthetic ethos.

7 ARCHITECTURAL CONTROLS

7.1 CONSTRUCTION METHODS

All construction methods must be proven, of solid construction and good craftsmanship.

- Acceptable construction methods;
 - Masonry building
 - Structural Concrete
 - Structural Steel
- Alternative construction methods such a light steel frame construction may be considered but the specific product and/or method will have to be proven to;
 - Have a well-established success record,
 - Be durable (3 local examples of 7 years or older)
 - Suit the aesthetic of the estate
 - Be environmentally friendly
 - Suit the local conditions
 - Be fairly quick to erect
 - Be non-disruptive
 - Be to the satisfaction of the M.G.H.O.A.

7.2 STYLING AND DESIGN LANGUAGE.

The required architectural language of the developments will not be described as a specific historical or acknowledged architectural style but as a Mooikloof Glen Contemporary Homestead inspired approach. This “approach” is used to allow a variety of designs but still create a singular aesthetic language for the estate.

The designs must be marked by low rise, horizontal lines, mostly rectilinear shapes in plan and elevation, low-pitched roofs with broad overhanging eaves, windows grouped in horizontal bands, staggered planes/elevations and roofs, few vertical elements, large outdoor patios, integration with the landscape, solid construction, craftsmanship, and discipline and restraint in the use of ornament. The style must be classifiable as contemporary and not utilitarian/industrial.

7.3 PLANNING AND LAYOUT

Good planning and well laid out logical floor are required in respect of function, services and relevance. Rectilinear plan forms are to be used. Circular or organic plan elements will only be allowed in moderation.

The M.G.H.O.A. reserves the right to comment on and reject a submission should it be considered an impractical design.

7.4 MASSING, ELEVATION PROFILE AND VISUAL IMPACT:

- Buildings shall have a variety of spaces and volumes. Avoid monolithic structures.
- It is encouraged that the buildings are set low to the ground to minimize the visual impact.
- A silhouette elevation profile must be included with the submissions of all elevations.
- The silhouette line/ridge profile of the buildings shall vary substantially in height with no horizontal section larger than 75% of the total width of the particular elevation.
- A visual “grounding mass” is to extend past the elevations. Terraces, extended patios/plinths or other horizontal elements are to be used.
- Chimneys and other similar elements may not protrude more than 2 m past adjacent structures.

7.5 ROOFS

- The roof pitch shall be between 10 and 27 degrees from the horizontal where the roof has a single pitch.
- The main roof pitch shall not exceed 27 degrees from the horizontal where a single roof has varying pitches. Such a roof shall be symmetrical in design and the pitch of the higher/upper portion thereof shall not exceed 35 degrees from the horizontal.
 - Example of allowable multi-pitch roof design:



- Minimum of 600mm eaves.(overhang)
- Roof designs consisting solely of flat concrete roofs are not allowed, unless it is used in combination with mock pitch roof sections covering the majority of the roof area. Concrete box gutters and flat concrete roof sections will be allowed in moderation.

- Example of mock roof design:



- Use a variety of roofs rather than a singular roof element.
- Rainwater pipes must be hidden and/or integrated into the design to the satisfaction of the M.G.H.O.A.
- A single roof colour must be used throughout a single property, bright colours are to be avoided.
- A single roof finish for pitched roof;
 - “Chromadek” sheet metal to approved profile.
 - Natural slate tiles
- Visible concrete roofs to be covered with crushed stone.

7.6 DOORS AND WINDOWS

- Only aluminium or wooden frame windows are allowed. Aluminium may be anodized or powder coated. Doors may be of powder coated or anodized aluminium/glass construction or approved hardwood timbers, treated/finished appropriately.
- The colour of doors, door frames and window frames shall harmonize with the overall aesthetic of the house and be represented on Form MG-F1.

7.7 GATES OPENINGS AND ARCHWAYS

- Gates openings and archways to be of simple rectilinear design.
- Gate designs to harmonizing with the building design elements.

7.8 VERANDAS, BALCONIES, PERGOLAS, AND PATIOS

- Avoid abrupt transitions between indoor and outdoor spaces by using verandas, balconies and pergolas as transition elements.
- All balconies should be oriented and positioned to preserve neighbour’s privacy.
- Pergolas must form part of the design language and materials and must be detailed and submitted with the plans for approval.

7.9 PAVILIONS

- Pavilion structures (lapa, entertainment areas, etc) will only be considered where such structure forms part of the visual identity and mass of the house with the same construction materials,
- is used as an extension of the social space of the house only,
- is placed with sympathy to the neighbours privacy.

7.10 BALUSTRADES

Balustrades must harmonize and conform to the aesthetic of the house. The design must be of simple rectilinear design and elegant in its simplicity. Clear glazing, stainless steel or painted mild steel may be used. Balustrades must be specified on the plans.

7.11 PRIVACY

All western and southern windows on the first floor having an imposing view of neighbouring private space shall be of an acceptable obscure glass/measure.

7.12 OUTBUILDINGS.

Outbuildings such as household staff accommodation buildings, additional garages and animal enclosures that are separated from the main building shall;

- not exceed 20% of the main building's coverage in total area,
- visually form part of the overall identity and mass of the main dwelling with the same construction materials,
- have a min 1.8 m high wall around a private screened yard around the entrance thereof where applicable,
- be positioned with respect of the neighbours privacy.

7.13 SEWERAGE SYSTEM

It is required that a three-chamber septic tank of minimum volume 4500 litres be installed for sewerage effluent collection, the outlet of which should then be connected to the Estate's sewerage connection point provided on each erf.

8 THE SENSIBLE BUILDING

Responsible design is encouraged and it is commendable to use green technologies, principles and environmental sustainable practices within house design. M.G.H.O.A. encourages the use of such practices where it is used with refinement and elegance.

- Cross ventilation and thermal insulation will minimise heating and cooling requirements.
- LED Luminaries will dramatically reduce electricity demand.
- Motion sensors can monitor and switch off unused lights.
- Gas or induction hobs are reliable, energy saving and more controllable.
- Shading elements can dramatically reduce heat gain.
- Energy efficient appliances are readily available.
- Rainwater can be harvested for your use.
- Grey water can be recycled and re-used etc.

8.1 WATER HARVESTING

Rainwater and/or grey water harvesting is welcomed but must be;

- Discretely and sensitively positioned.
- All water tank pipes and periphery must be hidden.
- Water tanks must be hidden where they are not an aesthetic element.
- Only "Farm style" corrugated metal tanks may be used as aesthetic elements in moderation and must be placed on a build structure and a lightweight steel frame will not be allowed.

8.2 WATER HEATING.

It is required by law to have an electricity-saving water heating system. The two mainstream methods of achieving this is a solar heating and heat pump system.

- Solar water heating systems
 - All panels and elements must be hidden and discretely placed or
 - visually integrated into the building design to form part of the visual identity of the buildings.
- Heat pump system, Air conditioning and other.
 - Complete screened and discretely placed with sensitivity to the neighbours, consider noise reflection.
 - As a good practice, units placed on a flat screened concrete roof emitting sound upward are encouraged.

- All equipment and machinery must be quiet, discretely positioned and inconspicuous in its operation.

8.3 PHOTO VOLTAIC PANELS

Photo voltaic panels must be hidden and discretely placed or visually integrated into the building design to form part of the visual identity of the buildings.

8.4 WIND TURBINES

Wind turbines and other noise generating electricity generating methods must be properly screened and not emit a visual and audible disturbance. Specific application must be made to the M.G.H.O.A.A.C.

8.5 SOLAR SCREENS

- Solar screens and louvers are to harmonise and conform to the house aesthetic and must for an integral part of the design.
- Canvas awnings, add-on canopies and “Louvre deck” type roofs are not permitted.
- Shade net or similar measures are not permitted.
- Specific application must be made to the M.G.H.O.A.A.C.

9 EXTERNAL SERVICES

9.1 AIR-CONDITIONING AND OTHER EXTERNAL SERVICES

Air-conditioning and other equipment and installations must be completely screened and discretely placed with sensitivity to the neighbours, consider noise reflection. As a good practice, units placed on a flat screened concrete roof emitting sound upward are encouraged.

9.2 EMERGENCY GENERATORS

Only emergency generators, auxiliary power supply equipment and machinery will be allowed for use in the case of power outages. The equipment must be quiet, discretely positioned, away from neighbours and inconspicuous in its operation.

9.3 GAS INSTALLATIONS.

Gas installations must be installed by specialists according to all applicable laws. Gas cages and bottles must be enclosed out of view or contained within a screened yard.

9.4 SATELLITE DISH AND EXTERNAL ANTENNAE

Satellite/communication dishes and all other antennae must be discretely positioned, not visible from the road servitude as far as possible and inconspicuous in its operation. All antennae and dish installations must be approved by the M.G.H.O.A. Aesthetic panel prior to installation.

9.5 EXTERNAL LIGHTING

To create a tranquil atmosphere and minimize light pollution, external lighting should be kept to a minimum and may not be of a disturbance to neighbours.

- Floodlights are only allowed where they will not be a nuisance to neighbouring properties and are of LED type.
- Paving and walkway lights must be of low luminance.
- Landscape lighting must be used in moderation.
- Perimeter/security lights to be used in moderation.
- All external lighting must be screened/diffused to the extent where the light source is not visible.

9.6 EXTERNAL SECURITY MEASURES AND ELEMENTS

Security is of paramount importance and security elements and fixtures may be used as long as they are discrete, form an integral and aesthetic pleasing element of the design and is not perceived as security measures. All elements must be indicated, detailed and presented for approval.

- Visible electric fencing is not allowed
- Standard type burglar bars is not allowed.

9.7 GARBAGE BINS

Garbage bins must be concealed within a service yard and allocated on site plan drawings.

10 THE BUILDING PALLET (MATERIALS AND COLOURS)

Together with the other required documentation, a building finishes pallet must be submitted. (Form MG-F1) The overall design, composition and ratios of colours textures and finishes must be included within the pallet. It must include all visible external elements and compiled in a relational and proportional collage.

10.1 COLOURS

All colours of all external and visible finishes, building materials and natural materials must harmonize and be of a subdued earthy nature.

10.2 RENDERED SURFACES – PRIMARY FINISH

- Plaster and paint must be the predominant finish of the buildings.
- All plastered surface to be painted with high quality non-gloss paints.
- Non-painted rendered surfaces are allowed where such application is of approved and acceptable colour, texture and durability.
- Off shutter concrete must be of a refined visual quality.

10.3 MASONARY

- Face brick or natural stone is to be used in sparingly and limited proportions.
- Face brick must have flush joints and to have approved colour.
- Building planks or similar cladding must be of high quality material, acceptable to the M.G.H.O.A.
- Sheet metal cladding must have a “Chromadek” finish. Supply all flashing and fixing details with submission.

10.4 STONE CLADDING

Natural stone cladding is to be used in moderate quantities and limited proportions.

10.5 PAVING

A variety of paving elements may be used but must be clearly allocated on plan and described within Form MG-F1.

10.6 GLAZING

- Only grey and clear glass will be allowed.
- Reflective (mirror-like) glass and other colour tints are not permitted
- Sandblasted, obscure glazing or window vinyl must be colourless.

11 ALTERATIONS, ADDITIONS AND RENOVATIONS.

Alterations and additions to existing building structures must conform to the development guidelines valid at the time of planning such alterations and additions. Building plans for such alterations and additions must be submitted for approval by the M.G.H.O.A.A.C. and the relevant local municipal authority in the same manner as new building plans, outlined in Section 4 above.

All alterations or additions to existing building structures and renovation projects must be completed within 6 months of starting construction work, failing which a building penalty levy at the discretion of the M.G.H.O.A. will be imposed on such properties.

12 PROHIBITED BUILDING MATERIALS.

This list of prohibited materials is neither exhaustive nor complete. Building materials, finishes, component or methods not on this list may still not be acceptable to the M.G.H.O.A. Should you wish to use a material not clearly indicated in this document as acceptable nor prohibited in this list below, contact Plan C Architectural (PTY) Ltd to clarify.

Prohibited Materials

- Roofs
 - Shade nets and canopies
 - Steel Carports
 - Thatch
 - Metal sheet roof tiles
 - Unpainted sheet metal
 - Mixed colours
- Fences
 - Timber fences
 - Devils fork Palisades
 - Diamond mesh fence
 - Wired fencing
 - Wood panel Fencing
 - Picket Fencing
 - Precast concrete walls
 - Razor wire
 - Security spikes
 - Electric fences
 - Barbed wire
- Walls
 - Simulated stone cladding (use natural stone)
 - Decorative plaster styles
 - Unpainted plaster
 - Unplastered/bare stock bricks
 - Unpainted or galvanised sheet metal
- Glazing
 - Highly reflective glazing
 - Bronze or coloured glazing
- External Balustrades
 - Precast ornamental concrete
 - Timber
 - Expanded metal or welded mesh
- Paving
 - In situ Concrete
 - Excessively large gravel areas
 - Standard interlocking concrete pavers
 - Broken brick
 - Crazy paving
 - Sand
- General
 - Brightly coloured materials
 - Decorative precast ornaments
 - External faux painting techniques
 - Trompe l'oeil
 - Yard art

- Alternative finishes
 - Should an applicant wish to use alternative materials/finishes or a prohibited finish specific permission may be sought from the Specific application must be made to the M.G.H.O.A.A.C.

13 ACKNOWLEDGEMENT

The above document is fully understood and the Contractor and Owner undertake to comply with the aforementioned all annexures and referred documentation herein, in addition to any further controls which may be instituted by the MGHOA from time to time in the form of a written notification and to ensure compliance by any contactors, sub-contractors employed by the Contractor, and any suppliers to either contractors, sub-contractors or owners.

In the case where the property is sold or leased, the seller or lessor must ensure that the buyer or lessee receives a copy of these guidelines and that is binding on the buyer or lessee.

The form MG-A1 is to be signed by the owner (Member) acknowledging of his / her acceptance of these guidelines.

FORM MG-A1

M.G.H.O.A.A.C. Owner's declaration.

I, (name) _____, ID # _____, hereby declare that I am the registered owner of stand _____, Mooikloof Glen and have read and understand all the rules and requirements as set out in the Mooikloof Glen development guidelines.

I will inform all relevant employees, contractors, guests and occupants etc. of the mentioned property of all these rules and take full responsibility for their actions.

Signed at _____ on _____

Owner signature: _____

Witness:

Name: _____ Signature: _____

Owner's contact details:

Work phone no: _____

Home Phone no: _____

Cellular Phone no: _____

e-mail: _____

ANNEXURE A

M.G.H.O.A.A.C. Scrutiny schedule 2019

NOTE: PLANS MUST BE SUBMITTED BY EMAIL TO THE AESTHETICS COMMITTEE.

There are no weekly submission deadlines. The submissions will be dealt within a reasonable timeframe.

Submissions will only be accepted should a fully completed application form, with all the relevant information and attached documents are included. No additional information will be accepted via email, all relevant proof of payments and documentation has to be attached to the application. Failure to complete the checklist will result in the plans being returned.

The scrutiny fee includes two submissions; in the event of a third submission, 50% of the scrutiny fee will be charged as a re-submission fee.

Consultations will be per appointment and a fee will be charged, appointments to be made with reception. Regrettably no messages will be taken and queries will be handled via email. Queries regarding the status of scrutinized plans are to be emailed to PlanC.arc@gmail.com and will be answered after the date of scrutiny. Comments will be emailed regarding the various aspects contained in the checklist after the aesthetics committee has scrutinized the plans, only on request of the owner.

ANNEXURE B

M.G.H.O.A.A.C. Schedule of Fees

	Pay to	Amount
Concept submission		
First Submission		
Scrutiny fees (Includes Inspections)	Plan C	R 7 260.00
Building performance deposit	Pretor	R 15 000.00
1st Correction submission		
Subsequent correction submissions	Plan C	R 1 515.00
As-build submissions	Plan C	R 810.00
Re-submissions	Plan C	R 1 010.00
Plan consultations (30 min)	Plan C	R 410.00
Inspections (To be paid with 1st submission)		
Foundation		
Roof height		
Each final inspection	Plan C	R 1315.00

Banking details

Plan C Architectural (PTY) Ltd

Account Holder: Plan C Architectural (PTY) Ltd
Bank: FNB, Lynnwood
Branch code: 252045
Account no: 62829902297
Reference: Estate name and stand number

Pretor

Pretor must be contacted directly for a reference no. and banking details. Contact Connie Stergianos at 012 001 9000 to ConnieS@pretor.co.za

One coloured and one black and white copy of your plans, signed by an architect to be submitted. These plans should be as per the formal checklist.

Plan C Architectural (PTY) Ltd and the HOA will review the plan. If needed will advise on changes to be made or approve for submission.

Hard copies to be submitted to Plan C Architectural (PTY) Ltd.

Third and Fourth Submission (Scrutiny 3 & 4)

Fee payable: R1515

One colored and one black and white copy of your plans, signed by an architect to be submitted. These plans should be as per the formal checklist.

Plan C Architectural (PTY) Ltd and the HOA will review the plan. If needed, they will advise on changes to be made or approve for submission.

Hard copies to be submitted to Plan C Architectural (PTY) Ltd.

Final Submission

No fee payable

If no changes are required, please submit the final drawings for approval to Plan C Architectural (PTY) Ltd. You should submit:

- 3 black and white copies
- 2 colour copies

Re-Submission

Fee payable: R1010

One colour and one black and white copy of your plans, indicating clearly the deviations/additions, signed by an architect to be submitted. These plans should be as per the formal checklist.

Plan C Architectural (PTY) Ltd and the HOA will review the plan. If needed, the HOA will advise on changes to be made or approve for submission.

Hard copies to be submitted to Plan C Architectural (PTY) Ltd.