

## ARCHITECTURAL GUIDELINES - PLAN SUBMISSION PROCEDURE

### Introduction

1. The General Guidelines are applicable to all homes to be constructed within the De Zalze Winelands Golf Estate ("De Zalze"), and in the case of certain erven, are expanded in terms of a Specific Guideline applicable to that particular erf.

The Estate Constitution (article 12.1), the Estate Rules (rule 17) and the standard agreement of sale clearly provide that no structure may be erected on an erf within De Zalze Winelands Golf Estate unless it complies with the architectural guidelines. The responsibility for compliance lies with the owner of the erf.

To assist owners in respect of compliance, all plans must be scrutinized by architects nominated by the Home Owners Association prior to submission to the local authority for approval. A plan inspection fee, as agreed from time to time between the Home Owners Association and the nominated architect is payable by the owner of an erf upon which building is to take place, to the nominated representative of the Home Owners Association, in respect of this service.

2. The Home Owners Association has nominated Dennis Moss Partnership ("DMP") of 17 Market Street, Stellenbosch (telephone 021 887-0124) to act on its behalf in this matter.
3. In addition it has contracted the services of DMP to handle plan submission and building control process on behalf of the Home Owner's Association.
4. Prior to planning commencement by their architect ("the design architect"), all owners should enquire of DMP or the De Zalze website as to whether Specific Guidelines apply to the erf upon which they intend to build, and ensure that they are in possession of the current version of the General and Specific Guidelines.
5. Should there be any matters not covered in the General or Specific Guidelines, or in the event of any difference of interpretation, the nominated architect shall make a ruling, which shall, in terms of the Articles of the Home Owners Association, be binding.
6. The purpose of the General Guidelines is to provide architects and property owners with a framework within which individual properties can be designed and constructed to ensure an integrated and harmonious architectural language for De Zalze as contemplated in the zoning approval granted.
7. It must be emphasized that these guidelines are not intended to stifle or inhibit innovative design and / or original thought. The challenge lies in respecting the *genius loci* (spirit of place) of the Winelands, by determining the identity of the area and interpreting it in ever new ways in De Zalze.
8. All references to clauses contained in this document are references to clauses of The General Guidelines.
9. Prior to the installation of TV aerials, satellite dishes and air conditioning condenser units, their positions must be indicated on drawings which have to be scrutinized by the HOA.
10. For all new building plans, alterations and additions submissions, the homes on neighbouring erven must be shown in outline specifically showing the neighbours outside entertainment area.
11. In terms of the approval granted in respect of the Estate, all building plans are to be prepared and submitted by persons or firms registered with the S.A. Institute for Architects

### **PROCEDURE**

1. The following must accompany the first submission of proposed building plans to the Home Owners Association:



- one complete set of drawings
- declaration document, completed and signed
- proof of payment of scrutiny fees.

2. Barring unforeseen circumstances, comments will be forwarded to the design architects within fourteen days of submission.
3. Should resubmission of plans be necessary, additional scrutiny fees, as provided for, will be levied by the Home Owners Association.
4. Prior to submission to the local authority for approval, five complete sets of drawings must be presented to the Home Owners Association for final approval.

**DECLARATION**

|                        |                         |
|------------------------|-------------------------|
| <b>STAND NO:</b> ..... |                         |
| <b>OWNER:</b> .....    | <b>ARCHITECT:</b> ..... |
| <b>Tel:</b> .....      | <b>Tel:</b> .....       |
| <b>Cell:</b> .....     | <b>Cell:</b> .....      |
| <b>E-mail:</b> .....   | <b>E-mail:</b> .....    |

I, \_\_\_\_\_ in my capacity as the architect declare that the above information is correct and complete, and certify that all elements of the design to be submitted conform to the General and Specific Guidelines in every respect, and I acknowledge that should they not and additional work is thus caused, additional plan scrutiny fees may be payable.

Architect: ..... Date: .....

Owner: ..... Date: .....

Please note that plans will not be scrutinized unless all details have been supplied and all fees have been paid.

| <b>INFORMATION REQUIRED ON PLANS</b>     |  |
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| <b>INFORMATION</b>                       |  |
| CONTOUR BASE PLAN WITH CONTOURS OF 500mm |  |
| PERMISSABLE COVERAGE                     |  |
| ACTUAL COVERAGE (Min 120m)               |  |
| PERCENTAGE IN TERMS OF SQUARE METERAGE   |  |
| NORTH SIGN                               |  |
| ROOF PLAN                                |  |
| FLOOR PLAN                               |  |
| ELEVATIONS                               |  |
| SECTIONS                                 |  |
| POSITION OF DRIVEWAY                     |  |
| HARD LANDSCAPING FINISHES                |  |
| BUILDING LINES                           |  |
| DRAINAGE PLAN                            |  |
| BULK EARTHWORKS WITH CUT & FILL SECTIONS |  |
| LOCATION OF RETAINING STRUCTURES         |  |
| SCHEDULE OF FINISHES                     |  |
| POSITIONS OF EXTERNAL LIGHTS             |  |
| ALL BOUNDARY WALLS & PALISADES           |  |
| <b>OTHER</b>                             |  |
| WATER FEATURES                           |  |
| SWIMMING POOLS WITH PUMPS                |  |
| GAZEBOS                                  |  |
| CLOTHESLINES                             |  |
| DUSTBIN STORAGE                          |  |
| FINISHES OF ABOVE                        |  |
| OTHER PAVING AREA                        |  |
| <b>DESIGN ASPECTS</b>                    |  |
| <b>ERF TYPE</b>                          |  |
| TYPE I - GREATER OR EQUAL TO 775m        |  |
| TYPE II - SMALLER THAN 775m              |  |
| <b>BUILDING DIMENSIONS</b>               |  |
| <b>BUILDING WITH OF CORE BUILDING</b>    |  |
| TYPE I: 5m - 7,5m                        |  |
| TYPE II: 4,2m - 6,6m                     |  |
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| <b>BUILDING HEIGHT OF CORE BUILDING</b>             |  |
| TYPE I: 3,6m  |  |
| TYPE II: 4,8m                                       |  |
| <b>BUILDING WIDTH OF ABUTMENTS</b>                  |  |
| Max 4,5m  |  |
| <b>BUILDING HEIGHT OF ABUTMENTS</b>                 |  |
| TYPE I - Max 3,6m                                   |  |
| TYPE II - Max 4m                                    |  |
| <b>HEIGHT OF FREE-STANDING STRUCTURES</b>           |  |
| ONLY TYPE II ERVEN - Max 3,6m                       |  |
| <b>HEIGHT &amp; WIDTH OF PORTICOES</b>              |  |
| WIDTH LESS THAN Min. OF CORE BUILDING               |  |
| FLAT ROOF - HEIGHT LESS THAN 3,6m                   |  |
| PITCHED ROOF - WALLPLATE HEIGHT LESS THAN CORE      |  |
| <b>BUILDING PLATFORM</b>                            |  |
| HEIGHT OF GROUND FILL - LESS THAN 1,2m              |  |
| HEIGHT OF GROUND CUT - LESS THAN 1,2m               |  |
| <b>RETAINING STRUCTURES</b>                         |  |
| SOLIDLY BUILD WALLS - PLASTERED & PAINTED           |  |
| STACKED RETAINING SYSTEMS                           |  |
| <b>BUILDING LINES</b>                               |  |
| TYPE A - MAY NOT ENCROACH                           |  |
| TYPE B - MUST BE BUILT                              |  |
| <b>GARAGES &amp; CARPORTS</b>                       |  |
| DOOR OPENINGS - 2440mm WIDE                         |  |
| SEPARATED BY Min 270mm BRICK COLUMN                 |  |
| CURVED PARAPET WALLS                                |  |
| THIRD GARAGE - MUST BE AWAY FROM CORE BUILDING      |  |
| <b>TYPE I ERF</b>                                   |  |
| GARAGE AWAY 7m FROM STREET                          |  |
| PERGOLA OR FLAT ROOF CONSTRUCTED IN FRONT OF GARAGE |  |
| ATTACHED TO CORE BUILDING                           |  |
| SURROUNDED BY PARAPET WALL (400mm - 800mm)          |  |
| <b>TYPE II ERF</b>                                  |  |
| GARAGE AWAY 6m FROM STREET                          |  |
| GARAGE ON CLOSE STREET                              |  |
| GARAGE DOORS DO NOT OPEN INTO STREET                |  |
| VISITORS PARKING BAY                                |  |

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| <b>GOLF CARTS</b>                                    |  |
| GOLF CART NOT VISIBLE FROM STREET OR CLOSE           |  |
| <b>ROOFS</b>   |  |
| <b>CORE BUILDINGS</b>                                |  |
| DOUBLE PITCHED ROOFS WITH NO HIPS                    |  |
| ROOF PITCH 40 DEGREES                                |  |
| THATCH ROOF PITCH 45 DEGREES                         |  |
| GABLE WALLS PROJECT ABOVE ROOF SURFACE               |  |
| CLIPPED OR FLUSH EAVES ON LONGITUDINAL SIDE          |  |
| ROOF MATERIAL AS PER GUIDELINES                      |  |
| <b>SKYLIGHTS / CONSERVATORY STRUCTURES</b>           |  |
| SURROUNDED ON 3 SIDES BY CORE BUILDING               |  |
| LOCATED ON THE STREET SIDE                           |  |
| STRUCTURE VISIBLE FROM OUTSIDE OF ERF                |  |
| <b>GUTTERS &amp; DOWNPIPES</b>                       |  |
| OGEE SEAMLESS ALUMINIUM GUTTERS                      |  |
| PVC HALF ROUND SHAPE GUTTERS                         |  |
| WHITE 70mm DIAMETRE DOWNPIPES                        |  |
| <b>FLAT ROOF CONSTRUCTION</b>                        |  |
| 1 - 8 DEGREE FLAT ROOFS ON CARPORTS, OUTBUILDINGS    |  |
| SURROUNDED BY PARAPET WALLS                          |  |
| ROOF MATERIAL ACCEPTABLE                             |  |
| GREY COLOUR SHADECLOTH OVER CARPORTS                 |  |
| <b>ROOFS TO ABUTMENTS &amp; STOEPS</b>               |  |
| LESS THAN 15 DEGREES SLOPE MUST BE HIDDEN            |  |
| MORE THAN 15 DEGREES MAY BE EXPOSED                  |  |
| <b>STOEPS &amp; VERANDAHS</b>                        |  |
| <b>FRONT STOEPS ON LONGITUDINAL SIDE</b>             |  |
| TYPE II - PROVIDED ALONG LONGITUDINAL WALL ON STREET |  |
| FLOOR HEIGHT: 450mm - 750mm                          |  |
| WIDTH: 1200mm - 3000m                                |  |
| ROOFING MATERIAL SAME AS CORE BUILDING               |  |
| <b>PRIVATE STOEPS &amp; VERANDAHS</b>                |  |
| Max DEPTH OF 5000mm                                  |  |
| NATURAL OR GREY SHADECLOTH                           |  |
| COVERED WITH LEAN-TO ROOF BETWEEN 15 & 40 DEGREES    |  |
| COVERED WITH FLAT ROOF WITH PARAPETS                 |  |
| ROOFING MATERIAL SAME AS CORE BUILDING               |  |

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| <b>STOEP / VERANDAH / PERGOLA COLUMNS (Finished dimensions)</b> |  |
| SQUARE COLUMNS FACING A STREET OR CLOSE                         |  |
| WITHOUT BASES: 360mm X 360mm - 470mm X 470mm                    |  |
| WITH BASES: 260mm X 260mm - 360mm X 360mm                       |  |
| WIDTH OF COLUMN 55% - 65% OF WIDTH OF THE BASE                  |  |
| HEIGHT OF BASE NOT MORE THAN 0,25 OF COLUMN                     |  |
| STEEL CYLINDRICAL COLUMNS; 80mm - 150mm DAIMETER                |  |
| PRE-CAST CONCRETE COLUMNS ACCEPTED                              |  |
| CAPITAL OF COLUMNS SIMPLE AND NOT ORNAMENTED                    |  |
|   |  |
| <b>BOUNDARY WALLS &amp; PALISADES</b>                           |  |
| TYPE A, B, C, D OR E USED                                       |  |
| SADDLE COPINGS  |  |
| FINISH AS PER ENTRANCE TO THE ESTATE                            |  |
| FREE STANDING ENDS TERMINATE IN 440mmX440mm COLUMN              |  |
| SQUARE COLUMNS NOT PROJECTING MORE THAN 100mm                   |  |
| COLUMNS FLUSH WITH THE WALL                                     |  |
| COLUMNS SPACED Min 3500mm CENTRE TO CENTRE                      |  |
| HEIGHT OF WALLS AS PER GUIDELINES                               |  |
| PEDESTRIAN OPENING AS PER GUIDELINES                            |  |
| PALISADE ONLY   |  |
| PALISADE ON TOP OF WALL   |  |
| HEIGHT OF PALISADE < 1800mm                                     |  |
| PALISADE RETURN 3000mm  |  |
| PALISADE BALUSTERS 10mm - 13mm                                  |  |
| PALISADE POSTS 70mm - 100mm                                     |  |
| TYPE C WALL Max THIRD OF BOUNDARY LENGTH                        |  |
| SERVICE YARD WALLS TYPE D ON 3 SIDES                            |  |
| SERVICE YARD WALL Max 0,25 OF THE BOUNDARY WALL                 |  |
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| <b>GATES</b>  |  |
| WROUGHT IRON, STEEL, TIMBER GATES                               |  |
| VARNISHED OR PAINTED FINISH                                     |  |
| PREDOMINANTLY VERTICAL PATTERN                                  |  |
|   |  |
| <b>WALLS, WINDOW SILLS &amp; PLASTER BANDS</b>                  |  |
| EXTERNAL WALLS PLASTERED AND PAINTED                            |  |
| EXTERNAL WINDOW SILLS & SURROUNDS PLASTERED                     |  |
| PLASTER BANDS 120mm - 200mm                                     |  |
| CLERESTORY WINDOW PLASTER BANDS 120mm - 140mm                   |  |

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| <b>WINDOWS</b>   |  |
| <b>CLERESTORY&amp; VENTILATOR WINDOWS</b>              |  |
| Maximum 900mm X 600mm IN THE HORIZONTAL                |  |
| <b>GABLE WINDOWS</b>                                   |  |
| MUST BE RECTANGULAR WINDOWS                            |  |
| WINDOW IN CENTRE GABLE                                 |  |
| ONLY ONE WINDOW IN GABLE ENDS                          |  |
| Max 900mm IN WIDTH                                     |  |
| <b>ROOF WINDOWS</b>                                    |  |
| VELUX OR SIMILAR - Max 780mm X 1400mm                  |  |
| ALIGN WITH DOORS & WINDOWS ON ELEVATION                |  |
| <b>WINDOWS ON ELEVATION</b>                            |  |
| VERTICAL DIMENSION EXCEEDS THE HORIZONTAL              |  |
| RATIO OF HORIZONTAL TO VERTICAL - BETWEEN 1:2 & 1:1,5  |  |
| 900mm X 1200mm OR 900mm X 1500mm BENEATH WALLPLATE     |  |
| 3 OF ABOVE WINDOWS PER FAÇADE                          |  |
| WINDOWS ABOVE ABUTMENT OR VERANDAH                     |  |
| WINBLOK', BAY WINDOWS OR MOCK SASH WINDOWS NOT ALLOWED |  |
| COLOURED GLASS NOT ALLOWED                             |  |
| <b>DOORS</b>   |  |
| FRONT DOOR HEIGHT Max 2700mm                           |  |
| FRONT DOOR WIDTH Max 1750mm                            |  |
| FRONT DOOR MIDRAIL AND 700mm A.F.F.L.                  |  |
| <b>DOORS EXCEEDING 1750mm</b>                          |  |
| PLACED BEHIND 3500mm VERANDAH                          |  |
| NOT FACING ONTO A STREET OR CLOSE                      |  |
| NOT EXCEEDING 6000mm                                   |  |
| NOT EXCEEDING 50% OF GABLE WALL OR 3000mm              |  |
| <b>DOORS ON ELEVATION</b>                              |  |
| BARN TYPE WIDTH Max 2400mm                             |  |
| BARN TYPE HEIGHT Max 3000mm                            |  |
| AWNINGS ON PRIVATE SIDE OF ERF                         |  |
| <b>SHUTTERS</b>  |  |
| FUNCTIONAL SHUTTERS                                    |  |
| SIDE HINGED  |  |
| HARDWOOD OR ALUMINIUM                                  |  |
| FINISH MATCH WINDOW FRAME                              |  |

| <b>EXTERIOR COLOURS</b>                            |  |
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| WALLS & COLUMNS AS PER GUIDELINES                  |  |
| TIMBER (EXCL. GARAGE DOORS) AS PER GUIDELINES      |  |
| GARAGE DOORS - PURE WHITE OR WALL COLOUR           |  |
| ALUMINIUM AS PER GUIDELINES                        |  |
| PLASTER BANDS - PURE WHITE OR WALL COLOUR          |  |
| PALISADES AS PER GUIDELINES                        |  |
| WROUGHT IRON OR STEEL GATES - BLACK                |  |
| ROOFS AS PER GUIDELINES                            |  |
| FASCIAS, GUTTERS, DOWNPIPES AS PER GUIDELINES      |  |
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| <b>BALCONIES</b>                                   |  |
| <b>TYPE A</b>                                      |  |
| SLAB PROTRUDE Max 200mm                            |  |
| Max WIDTH 1360mm                                   |  |
| HANDRAIL FIXED TO ENTIRE SLAB                      |  |
| DOORS OPENING INWARD                               |  |
| <b>TYPE B</b>                                      |  |
| SLAB PROTRUDE Max 1000mm                           |  |
| Max SLAB WIDTH 3000mm                              |  |
| HANDRAIL FIXED TO ENTIRE SLAB                      |  |
| DOORS OPENING INWARD OR OUTWARD                    |  |
| COLUMNS MUST CONFORM TO GUIDELINES                 |  |
| BUTTRESS TO SUPPORT CANTILEVER SLAB                |  |
| <b>TYPE C</b>                                      |  |
| MAY NOT FACE A STREET OR CLOSE                     |  |
| MAY NOT BE CLOSER THAN 7500mm FROM THE BOUNDARY    |  |
| ENCLOSED BY THE WALLS OF THE CORE BUILDING         |  |
| HANDRAIL FIXED TO ENTIRE SLAB                      |  |
| BRICKWORK TO 1000mm WITH HANDRAIL ON TOP           |  |
| <b>TYPE D</b>                                      |  |
| ONLY APERTURE ABOVE GROUND FLOOR CEILING           |  |
| ONE BALCONY IN GABLE WHEN FACING A STREET OR CLOSE |  |
| APERTURE NOT MORE THAN A THIRD OF GABLE WIDTH      |  |
| VERTICAL PROPORTION BETWEEN 1:2 - 1:5              |  |
| DOUBLE LEAF INWARD OPENING DOORS                   |  |
| DOOR COLOUR - TIMBER OR WALL COLOUR                |  |
| BALLUSTRADE COLOUR - MATCHING DOORS                |  |
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| <b>BALUSTRADING</b>                               |  |
| HEIGHT MUST BE 1050mm A.F.F.L.                    |  |
| TIMBER BALUSTERS PAINTED AS PER GUIDELINES        |  |
| STEEL TUBING & FLATS PAINTED AS PER GUIDELINES    |  |
| GLASS MUST BE CONTAINED IN TIMBER                 |  |
| <b>SERVICES</b>                                   |  |
| T.V. AERIALS & DISHES MUST BE FITTED BELOW EAVES  |  |
| SEWER & VENT PIPES MUST BE CONCEALED              |  |
| TELEPHONE & ELECTRICAL CABLES UNDERGROUND         |  |
| AIR-CON UNITS MUST BE CONCEALED AND < 1200mm      |  |
| WINDOW MOUNTED AIR-CON UNITS NOT ALLOWED          |  |
| HOUSE NUMBERS - 75mm X 60mm                       |  |
| GAS, REFUSE BINS, CLOTHESLINES CONCEALED IN YARDS |  |
| SOLAR HEATING SYSTEMS MAY NOT BE VISIBLE          |  |
| <b>CHIMNEYS</b>                                   |  |
| ALL CHIMNEYS AS PER GUIDELINES                    |  |
| HIGHEST POINT Max 1000mm ABOVE RIDGELINE          |  |
| <b>LINKING ELEMENTS</b>                           |  |
| SAME HEIGHT OR LOWER AS BUILDING WALLPLATE        |  |
| <b>OTHER</b>                                      |  |
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