

Approved by Swartland Municipality on the 24 August 2022.



CLEAN AUDITS SINCE 2010/11  
SKOON OUDITS SEDERT 2010/11



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Sakha ikusasa elingcono!

**File Ref:**

Lêer verw/ File ref: 3/5/3

**Enquiries:**

Navrae/Enquiries:  
Mr AJ Burger

24 August 2022

Grotto Bay Homeowners Association  
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**By Registered Mail**

Sir/ Madam

**AMENDMENT OF DESIGN GUIDELINES : GROTTO BAY OWNERS ASSOCIATION**

Your application received by email on 20 June 2022 regarding the subject refers.

By virtue of the authority delegated to the Senior Manager: Built Environment in terms of Council Decision No. 4.1 dated 28 March 2019, as determined by Section 79(1) of the Swartland Municipality: Municipal Land Use Planning By-Law (PG 8226 of 25 March 2020), the application for the amendment of the design guidelines for Grotto Bay, is approved in terms of Section 39(6) of the By-Law, as follows:

(Please note that the paragraphs below include the proposed amendments.)

**1. Paragraph A.3.14 Boudary walls and enclosures**

Timber, brick painted or plastered and painted, blocks plastered and painted, subject to approval of detailed design/specification. Paint colours are to be as for the main – or outbuilding. The height of boundary walls shall not exceed 1,8m provided that they enclose washing-line and garbage storage yard areas. Except for the above instances, the height of the side and rear boundary walls shall not exceed 1,5m provided that the requirement shall not be applicable on the erection of a boundary wall on the open space edge of a property.

All effort should be taken to minimise fencing on the open space edge of the property. A maximum height of 600mm will be permitted on the open space edge of the property.

Except as above the height of front/street boundary walls and entrance gates will not exceed 1,2m. All heights are to be measured above the mean natural ground level abutting the walls.

**2. Paragraph A.3.23 Electricity Generation and Water Heating**

Installation of air conditioners, pool heating systems, solar panels and wind turbines is allowed subject to HOA approval. The preferred installation location of solar panels is roof areas that are not visible from the street. If not feasible and solar panels can only be installed on the front of the elevation facing the street, then solar panels may not be placed on more than 60% of the roof facing. Secondary roof areas such as patios and hidden mono pitched roofs are not included in the calculation. Solar panels must be flush-mounted on the roof (i.e. parallel with and flat on the roof surface), shall not extend above the ridgeline of the roof and must be the same colour as the roof. No geysers or structures for the containment of water may be visible on the roof. Wind turbines should be of the domestic vertical access wind turbine variety, and should resemble an extractor or

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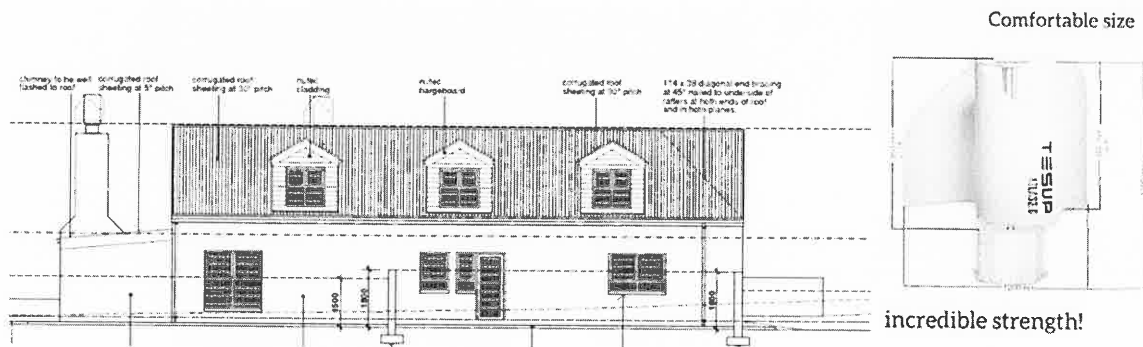
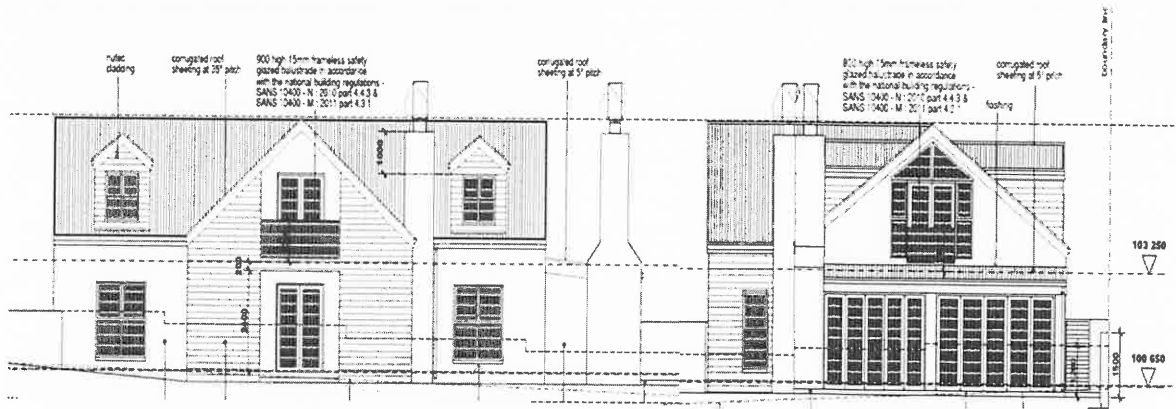
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Private Bag X52  
Malmesbury 7299

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chimney cowl, as per drawings and diagram below. Solar panels, pool heating systems and turbines, must be annotated in detail for plan approval.



### 3. Paragraph B.4.2 Lighting

External lighting of the site and buildings must be low key wattage not to exceed 60W Incandescent, 800 lumens or 10W LED, and must be unobtrusive. Sensor activated, daylight or motion sensor lights should be set so that they cannot be activated from outside the particular property. This could be done by placing up/down lighting or situating the exterior lights lower to limit the distribution of the light.

### 4. Paragraph B.4.6 Fencing

The paragraph be removed in total.

Yours faithfully

*AJB*  
**MUNICIPALE BESTUURDER**  
 per Departement Ontwikkelingsdienste  
 AJB/ds



CONSECUTIVE CLEAN AUDITS



*Ons gee gestalte aan 'n beter toekoms!  
We shape a better future!  
Sibumba ikamva elingcono!*

Lêer verw/ File ref: 3/5/3

Navrae/Enquiries:  
Mr AJ Burger

3 March 2021

Grotto Bay Homeowners Association  
66 Blaauwberg Road  
TABLE VIEW  
7441

E-mail: browmann@browmann.co.za

**By Registered Mail**

Sir/ Madam

**AMENDMENT OF DESIGN GUIDELINES : GROTTA BAY OWNERS ASSOCIATION**

Your application received by email on 16 Decemer 2020 regarding the subject refers.

By virtue of the authority delegated to the Senior Manager: Built Environment in terms of Council Decision No. 4.1 dated 28 March 2019, as determined by Section 79(1) of the Swartland Municipality: Municipal Land Use Planning By-Law (PG 8226 of 25 March 2020), the application for the amendment of the design guidelines for Grotto Bay, is approved in terms of Section 39(6) of the By-Law, as follows:

1. The complete replacement of the existing design guidelines with the new amended version.
2. A new document – Builders agreement and Code of Conduct
3. A new document – Estate Rules
4. A new document – Momorandum of Incorporation

Please note that only the new amended version of the design guidelines mentioned at point 1 will be for the (enforcement/compliance by the Grotto Bay Owners Association and Swartland Municipality)

Please provide this municipality with two full copies of the new document which must be signed by Swartland Municipality and the Home Owners Association for record purposes.

Yours faithfully

  
**MUNISIPALE BESTUURDER**  
per Departement Ontwikkelingsdienste  
AJB/ds

*Rig asseblief alle korrespondensie aan:*

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**The Municipal Manager**  
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# GROTTO BAY COASTAL ESTATE: DESIGN MANUAL

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# **A GROTTO BAY COASTAL ESTATE: DESIGN MANUAL**

## **A.1 INTRODUCTION**

It is important to ensure that the development of Grotto Bay has a minimal impact on the natural beauty of the site, and that varying styles of architecture do not conflict with one another in the landscape to the detriment of the environment and the investment value of the development as a whole. The buildings should respond favourably to and harmonise with the natural environment.

The developers and their consultants have therefore developed a flexible design framework for establishing a harmonious and visually pleasing character for the development.

It is not the intention to unreasonably constrain building design, but rather to establish a “language” of architectural style and methodology for the development in harmony with nature which will be to the benefit of the particular landscape, the residents of Grotto Bay and ultimately the general ambience of the West Coast.

The ongoing implementation and management of the development in terms of a design manual is a condition of the rezoning approval of the property.

The design criteria set out in this manual are in addition to Municipal or National Building Regulations.

The developers, and subsequently the Grotto Bay Home Owners Association **(GBHOA)**, reserve the right to alter or amend the design manual, if necessary, to retain the visual integrity of Grotto Bay Coastal Estate. (Such amendment will have to be approved by the Swartland Municipality).

## **A.2 ARCHITECTURAL STYLE**

The broad description of the architectural character to be adhered to at Grotto Bay can be described as falling into a “Cape West Coast Vernacular”.

“Cape West Coast Vernacular” architecture is characterised by predominantly white painted walls, vertical multi-pane window openings, simple gable ends, green or black coloured pitched roofs with corrugated iron type profiles, covered stoeps or verandas.

Spanish, Sardinian, Tudor, Tuscan, or other such styles of architecture that are not consistent with the above described architectural aesthetics will not be acceptable.

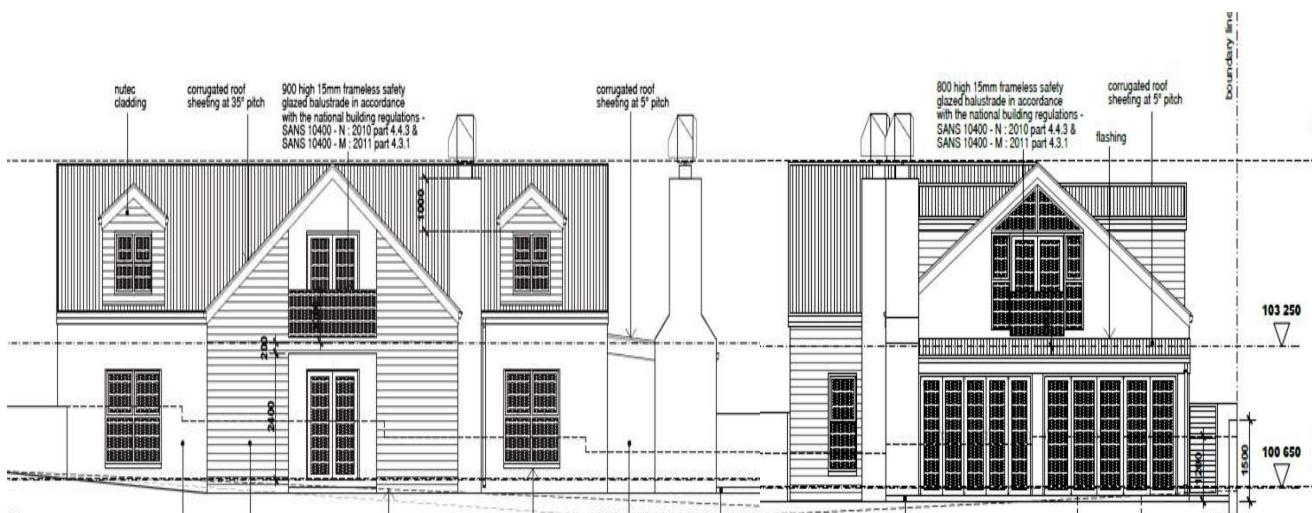
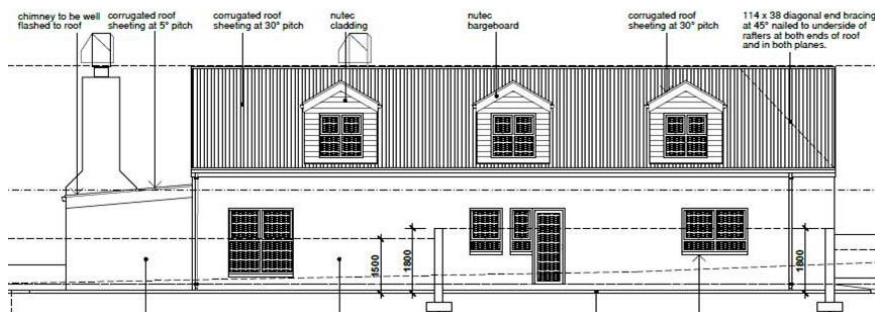
## A.3 ELEMENTS

The table below indicates in general terms the elements and colours considered acceptable.

|                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A.3.1 External walls</b>                | Plaster and paint.<br>Natural stone – subject to special consent.<br>Smooth wood – floated plaster stippled plaster.<br>Painted timber or fibre – cement clap – boarding.<br>Natural wood finish varnished or stained.<br>Log type construction subject to special consent of the GBHOA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>A.3.2 External wall Colours</b>         | White or colours to match “Plascon Paints” VEL 82, VEL 2 or similar exact colour to be specified on drawings and approved by the GBHOA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>A.3.3 Roofs</b>                         | Double pitched.<br>Maximum 45° pitch<br>Minimum 30° pitch<br>Verandahs and “affdakkie”<br>Minimum 5°<br>Mono-pitched only on outbuildings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>A.3.4 Roof ends</b>                     | Simple vernacular style gables,<br>Hipped ends,                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>A.3.5 Roof finishes</b>                 | Natural thatch<br>Natural slate,<br>Cement tile equal to “Coverland Elite”<br>Galvanised corrugated steel or fibre-cement sheeting with standard profile, <b>17-18mm</b> height                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>A.3.6 Roof colours</b>                  | Green, charcoal or grey.<br>Exact colour to be specified on drawings.<br>On each erf all roof colours are to match                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>A.3.7 Verandahs &amp; Stoeps</b>        | Material and finish to match main roof.<br>Floor level not to exceed <b>1,0m</b> above abutting natural ground level, colours as for roofs above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>A.3.8 External doors &amp; gates</b>    | Simple design in timer, aluminium, PVC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>A.3.9 Windows in walls</b>              | Vertical, rectilinear proportions, with or without shutters, in timber, aluminium, PVC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>A.3.10 Dormer Windows and skylights</b> | <p>A projecting vertical dormer may be constructed in a sloping roof provided that the dormer shall be constructed of lightweight materials e.g. timber and the roof of the dormer is to match that of the house. The maximum width of the dormer is to be 2m. The window within the dormer is to be a maximum of 1.25m in width and 1.5m in height and is to match those used in the house. The window in the dormer may be triangular or rectilinear.</p> <p>The sum of the horizontal dimensions of the dormer in any single roof length shall not exceed 40% of such roof length. The dormer is to be entirely contained and surrounded by the main roof covering. No part of any dormer shall be constructed as an extension of a ground floor wall.</p> <p>Skylights with a maximum height of 1.5m and maximum width of 1.25m may be fitted in the roof. The colour of the frame must match the colour of the roof. Coverage to be the same as for dormers as stated above.</p> |
|                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A.3.11 Window +<br/>Dormer window<br/>External colours</b> | White, dark blue, dark green<br>Exact colour to be specified on drawings.<br>Anodised aluminium colour white or bronze.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>A.3.12 Pergolas</b>                                        | Constructed in hardwood, with timber or plastered brick columns                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>A.3.13 Canopies and<br/>Awnings</b>                        | Canvas and shade cloth in plain colour similar to walls,<br>To be specified on drawings and to be approved by the GBHOA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>A.3.14 Boundary walls<br/>and enclosures</b>               | <p>Timber, brick painted or plastered and painted,<br/>Blocks plastered and painted,<br/>Subject to approval of detailed design/specification<br/>Paint colours are to be as for the main – or outbuilding.</p> <p>The height of boundary walls shall not exceed <b>1,8m</b> provided that they enclose washing-line and garbage storage yard areas</p> <p>Except as above the height of the side and rear boundary walls shall not exceed <b>1,5m</b> provided that this requirement shall not be applicable on the erection of a boundary wall on the open space edge of a property.</p> <p>All effort should be taken to minimise fencing on the open space edge of the property. A maximum height of 600mm will be permitted on the open space edge of the property.</p> <p>Except as above the height of front/street boundary walls and entrance gates shall not exceed <b>1,2m</b><br/>All heights are to be measured above the mean natural ground level abutting the walls</p> |
| <b>A.3.15 Stilts</b>                                          | Stilts permitted to maximum <b>1,0m</b> height above natural ground level.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>A.3.16 Levels</b>                                          | Floor levels should approximate to abutting natural ground level.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>A.3.17 Height of main<br/>building</b>                     | Single storey – see clause A.5.1 Maximum height 6m above mean natural ground level abutting the building. Where a garage is attached to the house by at least one of the garage walls and there is a door giving access to the main house, the roof can then be the same height of that of the main house. Furthermore if the garage is contained within the main walls of the house the main house roof height remains at the a maximum of <b>6,0m</b> above mean natural ground level, abutting the buildings                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>A.3.18 Loft rooms</b>                                      | <p>Loft rooms (“room in roof”) with a maximum roof wallplate height of 3,0m above the floor level below, whether a wallplate is provided or not, the 3,0m maximum height above the floor level described shall be the height measured from the floor level to the intersection of the internal face of the external wall with the underside of the rafter.</p> <p>Loft rooms shall further be subject to GBHOA consent and local authority approval.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

|                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A.3.19 Height of Outbuilding</b>                    | As above except maximum <b>4,5m</b> above mean natural ground level                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>A.3.20 Screen walls</b>                             | Bricks, blocks, timber if the main building is constructed of timber.<br>If timber, daylight openings between boards shall not exceed <b>12mm</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>A.3.21 Landscaping</b>                              | Only indigenous species according to lists provided (refer to section C)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>A.3.22 Interior design</b>                          | No restrictions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>A.3.23 Electricity Generation and Water Heating</b> | Installation of air conditioners, pool heating systems, solar panels and wind turbines is allowed subject to HOA approval. The preferred installation location of solar panels is roof areas that are not visible from the street. If not feasible and solar panels can only be installed on the front of the elevation facing the street, then solar panels may not be placed on more than 60% of the roof facing. Secondary roof areas such as patios and hidden mono pitched roofs are not included in the calculation. Solar panels must be flush-mounted on the roof (i.e. parallel with and flat on the roof surface), shall not extend above the ridgeline of the roof and must be the same colour as the roof. No geysers or structures for the containment of water may be visible on the roof. Wind turbines should be of the domestic vertical access wind turbine variety, and should resemble an extractor or chimney cowl, as per drawings and diagram below. Solar panels, pool heating systems and turbines, must be annotated in detail for plan approval |



## A.4 APPLICATION PROCEDURES FOR APPROVAL

The Board of Directors of the Home Owners Association may approve waivers of the above specifications under special circumstances where such waivers are recommended by the Consultants and approved by the relevant Local Authority.

- A.4.1 Responsibility for the final approval of building plan vests with the relevant Local Authority, Swartland Municipality, but such plans may only be submitted to the Local Authority after evaluation and approval by the GBHOA's Consultants.

Details of the Consultant Architects will be supplied to members by the managing agents for the GBHOA.

- A.4.2 Consultant Architects of the Home Owners Association reserve the right to request any changes in design or site layout that, in their opinion, are required to enhance or preserve the architectural and environmental objectives of Grotto Bay Coastal Estate.

- A.4.3 Plans scrutiny fees payable to the Consultant Architect will be chargeable in accordance with the prevailing Institute of South African Architects recommended time based fee as well as normal disbursement costs.

### **A.4.4 SUBMISSION PROCESS FOR BUILDING PLANS: STAGE 1: SKETCH PLAN APPROVAL REQUIREMENTS:**

- A.4.4.1 Drawings are to be submitted in the first instance to the Managing Agent  
A.4.4.2 Drawings are then forwarded to the Board of Directors of the Grotto Bay Home Owners' Association, for preliminary approval.

### **STAGE 2: SKETCH PLANS**

- A.4.4.3 Two paper copies to a suitable scale (1:100 or 1:50) showing the building in plan and with all elevations, a site plan indicating the sitting of the house, outbuildings and all heights including of boundary walls, and the extent of paving's, will then be forwarded to the Consultant Architects for preliminary sketch plan scrutiny and evaluation.
- A.4.4.4 Plans must be accompanied by an initial scrutiny fee payable to the Consultant Architects which fee will be adjusted after completion of the scrutiny of plans, in accordance with Clause **A.4.3**
- A.4.4.5 The applicant should receive notification from the Consultant Architects of submission of any amendments required, within 2 weeks.
- A.4.4.6 It is a specific requirement that all plans are submitted indicating accurate natural ground levels, measured from the mean sea level, at all corners of the proposed building or buildings.
- A.4.4.7 All natural ground levels are to be indicated with dotted/solid lines on all sections and elevations.
- A.4.4.8 All coverage calculations are to be stated on the plans.
- A.4.4.9 Two copies of plan are to be coloured in and submitted to Swartland Municipality electronically.

- A.4.410 Working drawings are to include a site plan and all plans, sections and elevations of all the buildings proposed as well as specifications of construction and finish.
- A.4.4.11 Plans must be submitted to the Grotto Bay Home Owners' Consultant Architects for their final approval.
- A.4.4.12 The Applicant should receive notification within 2 weeks of any amendments required, or approval.
- A.4.4.13 On receipt of approved plans from the Consultant Architects the Applicant must notify the owners of all immediately adjoining properties of the intention to build. See clause **B.2.1**

**STAGE 4: FINAL SUBMISSION TO LOCAL AUTHORITY.**

- A.4.4.14 Plans are then submitted by the Owner to the Board of Directors of the Grotto Bay Home Owners Association via the Managing Agents or the Estate Supervisor, for approval and stamping and/or endorsement by the GBHOA. Such stamp or endorsement to be in accordance with the requirements of the Swartland Municipality.
- A.4.4.15 The Applicant is to submit full working drawings to the Local Authority for final approval. Plans will only be accepted by the Local Authority if they have been stamped, signed and recommended for approval by the Consultant Architect as well as by the GBHOA respectively.
- A.4.4.16 No other approval required in terms of this Design Manual may be so construed as to exempt anyone from the obligation to submit his/her building plans to the Local Authority for approval.
- A.4.4.17 Both the Local Authority by-laws and the National Building Regulations are to be compiled with.

## **A.5 DEVELOPMENT CONTROLS**

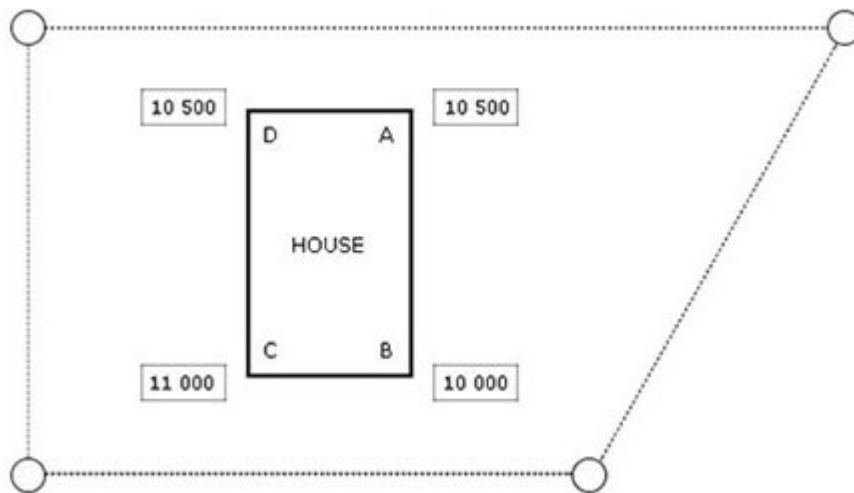
### **A.5.1 HEIGHT**

- A.5.1.1 "Height" means in relation to a building or a portion thereof; the height of the highest ridge or parapet of such building or portion above the mean level of the natural ground abutting\* the elevational plane of such building or portion.

A Surveyor's Certificate is to be submitted with ALL building plans, which certifies that the average height of the erf is based on the fixed corner points of the erf. Refer to

Anexure A

### **ILLUSTRATIVE DIAGRAMMATIC EXAMPLES:**



### SITE PLAN

A building with plan shape A B C D with corresponding ground levels abutting the corners as indicated.

A 10 500mm above Mean Sea Level

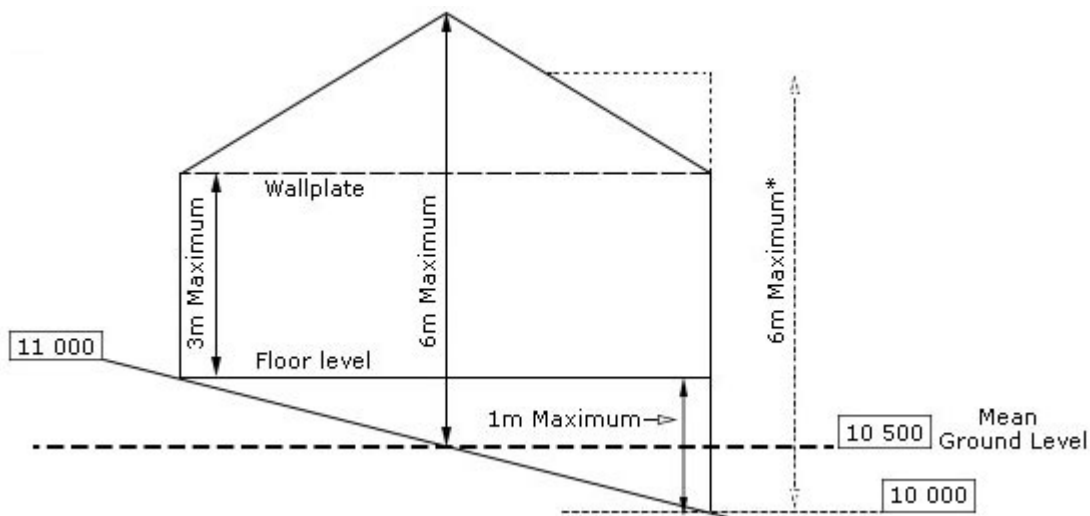
B 10 500mm above Mean Sea Level

C 10 500mm above Mean Sea Level

D 10 500mm above Mean Sea Level

Total: 42 000mm divided by 4 to establish mean ground level.

Mean Ground Level = 10 500mm above Mean Sea Level.



### DIAGRAMMATIC SECTION

#### A.5.2 BUILDING LINES

A.5.2.1 Street frontage building lines shall be a minimum of **4,0m**.

A.5.2.2 Side and rear building lines shall be a minimum of **1,5m**.

A.5.2.3 Garages are not subject to lateral and rear boundary building lines, but should be set back a minimum of **4,0m** from the access street boundary. Where a garage exceeds a side or rear building line no windows or doors will be permitted in those side or rear walls exceeding the building line.

A.5.2.4 Siting of buildings must not unreasonably affect the views towards the coastline from abutting properties. Due consideration should be given to the location and

elevation of structures thus affording abutting properties optimum outlook, view and privacy. See clause **A.4.2**

- A.5.2.5 Buildings shall as far as possible be sited close to the street-facing edge of the property in order to ensure that gardens become green extensions to the natural open space “fingers” between the clusters.

### **A.5.3 VEHICULAR ACCESS / GARAGES**

- A.5.3.1 A minimum of one parking bay is required to be provided on each site.
- A.5.3.2 Vehicular access may be taken to each site from only one position.
- A.5.3.3 A maximum of **2** garage bays is permitted on the street frontage.
- A.5.3.4 At least one additional parking bay for Visitors is to be provided on the site in addition to the main Garage/Parking Bay/Carport. This may be achieved by setting the garage back **5,0m** from the street boundary.
- A.5.3.5 No temporary or prefabricated carports are permitted.

### **A.5.4 COVERAGE**

- A.5.4.1 A maximum coverage of **50%** of the site is allowed, including outbuildings.

### **A.5.5 NUMBER OF DWELLINGS**

- A.5.5.1 Only one dwelling may be built on the site

### **A.5.6 OUTBUILDINGS**

- A.5.6.1 Only small ancillary outbuildings are allowed to normal Local Authority restrictions.
- A.5.6.2 Outbuildings may only be single storey not exceeding **4,5m** in height. See clause **A.5.1**
- A.5.6.3 Outbuildings shall be in similar style and finish to the main house.
- A.5.6.4 External constructions of chimneys, fireplaces and braais shall match the walls of the main building.

### **A.5.7 PREPARATION OF SITE AND CLEANING**

- A.5.7.1 Minimal clearing of existing vegetation will be permitted.
- A.5.7.2 No importation of fill will be permitted. Existing site levels are to be utilised as far as possible.
- A.5.7.3 No excessive cut and fill will be permitted. Cutting and filling should be approximately equal.

### **A.5.8.1 PLAN FORM**

- A.5.8.1 Plan forms should be rectangular, or comprised of rectangular or square forms.

### **A.5.9 WATER SUPPLY PIPES/DOWNPipes**

- A.5.9.1 Gutters and downpipes and wastepipes shall be unobtrusive and concealed as far as possible. Soil and waste drainage pipes are to be concealed within the structure of

the building except only between the level of the ground floor and the external ground level.

**A.5.10 REFUSE AND DRYING YARDS**

A.5.10.1 Each property must have an enclosed drying yard.

A.5.10.2 All refuse and/or drying yards are to be enclosed by a **1,8m** high wall measured above the abutting mean natural ground level.

**A.6 SERVICES**

**A.6.1 SEWERAGE**

A.6.1.1 A sealed tank of an SABS approved type must be structured or installed by an approved plumber and drain layer. Refer to Annexure B1 and B2

A.6.1.2 Proper maintenance of the septic tank will be the responsibility of the Owner.

A.6.1.3 All septic tanks may not be constructed within **3,0m** of any foundation of any building or any structure, or erf boundary.

**A.6.2 WATER**

A.6.2.1 Water connections shall be carried out by an approved plumber to the full specifications of the Home Owners Association and at the Owners cost.

**A.6.3 ELECTRICITY**

A.6.3.1 The electricity connection shall be carried out by a registered and approved electrician.

**B GROTTO BAY COASTAL ESTATE:  
REGULATIONS FOR HOME OWNERS**

B.1.1 The Purchaser agrees to be bound by the following regulations pertaining to the use of the property purchased in terms of the Deed of Sale.

B.1.2 Failure to comply with any of his/her obligations in terms of the Memorandum of Incorporation or the Design Manual of Grotto Bay within 7 (seven) working days of being requested in writing to do so, the GBHOA shall be entitled (without prejudice to any rights which the Association has in law) to:

B.1.2.1 Claim damages from the Homeowner

B.1.2.2 Debit the Homeowner's account with monthly penalties, and

B.1.2.3 In addition to any other rights it may have, obtain injunctive or other equitable relief to restrain any breach or threatened breach or otherwise to specifically enforce the provisions of this Design Manual and/or the Memorandum of Incorporation, it being agreed that money damages alone would be inadequate compensation and would be an inadequate remedy for non compliance with the Design Manual.

B.1.3 These regulations may be amended or extended at the discretion of the GBHOA.

## **B.2 RULES FOR CONSTRUCTION**

- B.2.1 Written notice of intention to build must to be delivered to immediate neighbours by the member intending to build. These neighbours may view the plans at the Association's registered and have the right to lodge objections or complaints with the GBHOA within seven working days of receiving the plans.

### **CONSTRUCTION DEPOSIT**

- B.2.2.1 The GBHOA shall receive a deposit from the Property Owner on submission of building plans. The purpose of the deposit is to cover the cost of making good any possible damage to public areas during the period of construction and the cost of any work necessary to ensure compliance with the directives contained in this Manual.
- B.2.2.2 The amount of the deposit is to be established by the GBHOA and will be held in an interest bearing account for the benefit of the Owner.
- B.2.2.3 The deposit will be refundable on the completion of the works, subject to inspection of the property by the GBHOA and rectification of any damage by the Owner and satisfactory completion of the works.
- B.2.2.4 The Consultant Architects will be advised when payment of the builders deposit and for the water connection have been made and that the Builder's Agreement has been signed.
- B.2.2.5 No plans may be approved by the Consultant Architect until the appropriate deposit has been paid to the GBHOA.

### **BUILDING WORK**

- B.2.3.1 The Owner is responsible for strict control of all contractors' and sub-contractors' operations.
- B.2.3.2 All building work is to be executed in a workmanlike manner and the site and surrounds regularly kept tidy and free of litter at all times during construction and thoroughly cleared of all builders' rubble and refuse upon completion of the work.
- B.2.3.3 Building operations shall not exceed 18 months in duration.
- B.2.3.4 No construction shall be carried out on Saturdays or Sundays or Public Holidays.

## **B.3 LANDSCAPING**

- B.3.1 As much as possible of the existing vegetation occurring on the site is to be retained.
- B.3.2 Contractors will be strictly required to ensure that no damage to vegetation occurs outside designated buildings lines.
- B.3.3 Only indigenous trees, shrubs and grasses as indicted on lists provided (see Section C) may be planted. No invasive exotic species will be allowed, in particular no kikuyu lawn will be permitted. Only buffalo and synodon grasses are acceptable.
- B.3.4 Alien vegetation occurring on the site such as hakea, port jackson and rooikrans must be eradicated by the owner.

## **B.4 BUILDING FEATURES**

### **B.4.1 SWIMMING POOLS**

- B.4.1.1 Plans for swimming pools will not be approved unless a well-point with a sufficient flow of water has been sunk on the Owners property.

### **B.4.2 LIGHTING**

- B.4.2.1 External lighting of the site and buildings must be low key wattage not to exceed 60W Incandescent, 800 lumens or 10W LED, and must be unobtrusive. Sensor activated, daylight or motion sensor lights should be set so that they cannot be activated from outside the particular property. This could be done by placing up/down lighting or situating the exterior lights lower to limit the distribution of the light.

### **B.4.3 SIGNAGE/POST-BOXES**

- B.4.3.1 No illuminated signage is permitted.  
B.4.3.2 No lettering or numbers larger than **200mm** in height are permitted.  
B.4.3.3 Post boxes are to be built into boundary walls where such walls are built.

### **B.4.4 EXTERNAL AERIALS AND WIRES**

- B.4.4.1 Television aerials and/or satellite dishes etc. must be positioned to be as unobtrusive as possible.  
B.4.4.2 No overhead external wiring is permitted.

### **B.4.5 BURGLAR BARS**

- B.4.5.1 Burglar bars shall be of simple rectangular form, shall correspond with window mullions as far as possible and be fixed internally.

## **B.5 SERVICES**

### **B.5.1 RAINWATER RUN-OFF**

- B.5.1.1 Rainwater run-off should preferably be collected in rainwater tanks attached to the downpipes for irrigation purposes.  
B.5.1.2 No concentration of run-off on to roads will be permitted.  
B.5.1.3 As far as possible, all run-offs should be contained on the site.

## C GROTTO BAY COASTAL ESTATE: RECOMMENDED LIST OF PLANT SPECIES

### SELECTION OF THE 66 SPECIES TO BE GROWN

|              | Botanical Name                                                      | Common Name       |
|--------------|---------------------------------------------------------------------|-------------------|
| <b>C.1.1</b> | <b>LAWNS</b>                                                        |                   |
|              | <i>Cynodon dactylon</i>                                             | Kweek             |
|              | <i>Stenotaphrum scundatum</i>                                       | Buffalo           |
| <b>C.1.2</b> | <b>TREES TO REAR AND SIDES OF BUILDINGS FORMING A CLOSED CANOPY</b> |                   |
|              | <i>Tarchonanthus camphoratus</i>                                    | Camphor bush      |
|              | <i>Sideroxylon inerme</i>                                           | Milkwood          |
|              | <i>Olea enropaea</i>                                                | Wild Olive        |
|              | <i>Dodonaea angustifolia</i>                                        | Sand Olive        |
| <b>C.1.3</b> | <b>FLOWERING SHRUBS AND GROUND COVERS FRONTING THE UNITS</b>        |                   |
|              | <i>Pterocelastrus tricuspidatus</i>                                 | Cherrywood        |
|              | <i>Rhus laevigata</i>                                               | Dune taaibos      |
|              | <i>Euclea racemosa</i>                                              | Sea guarri        |
|              | <i>Senecio elegans</i>                                              | Wild cineraria    |
|              | <i>Pelargonium capitatum</i>                                        | Geranium          |
|              | <i>Salvia Africana – lutea</i>                                      | Bruinblomsalie    |
|              | <i>Carprobrotus acinaciformis</i>                                   | creeping sour fig |
|              | <i>Lampranthus multiradiatus</i>                                    | Vygie             |
|              | <i>Chrysanthemoides monilifera</i>                                  | Bietou            |
|              | <i>Ruschia hutchinsonia</i>                                         | Beach vygie       |

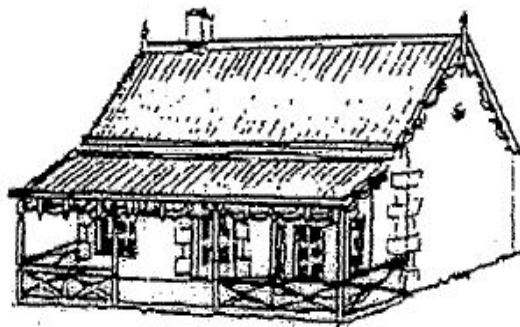
**D GROTTO BAY COASTAL ESTATE:**

**DIAGRAMS – RECOMMENDED DESIGNS**

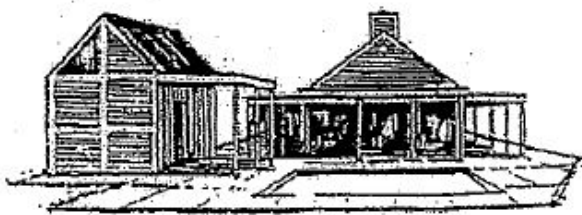
**D1 STYLES**



D.1.1 Victorian Style Cottage



D.1.2 Victorian Cottage



D.1.3 Modern verandah house: clapboard  
With verandahs & outbuildings  
forming courts



D.1.4 Traditional style with verandah &  
dormers: loft rooms permitted within  
6,0m overall & 3,0m wallplate height  
regulations

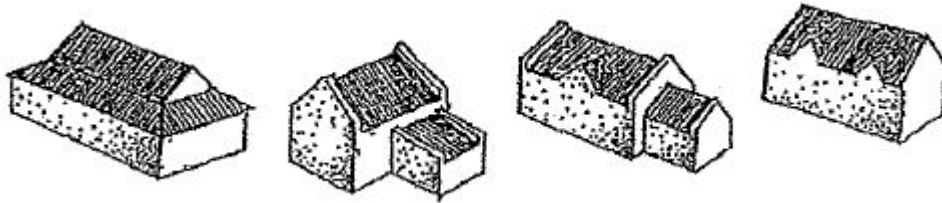


D.1.5 Unacceptable relationship to ground:  
Stilt house on concrete pillars or  
Timber pillars in excess of 1m.

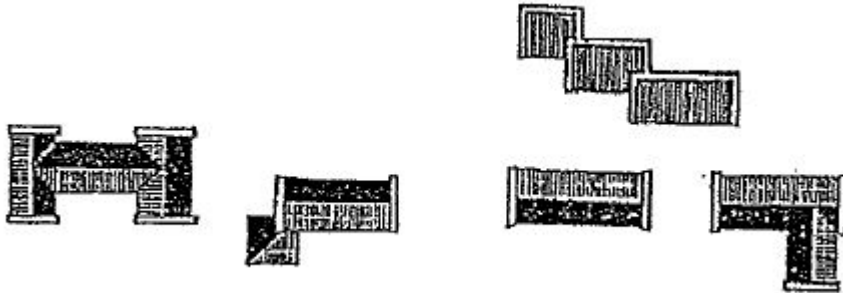


D.1.6 Example of an unacceptable  
building style: "Spanish", "Sardinian"  
"Mediterranean".

## D.2 RECOMMENDED FORMS



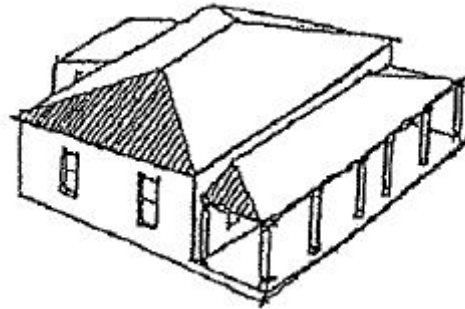
D.2.1 Recommended roof forms, gables & 'afdak' outbuildings



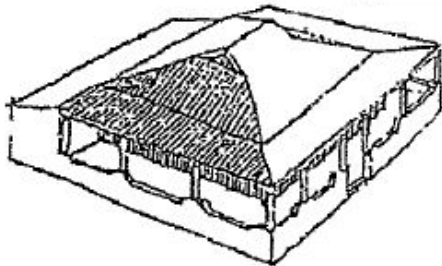
D.2.2 Recommended plan forms



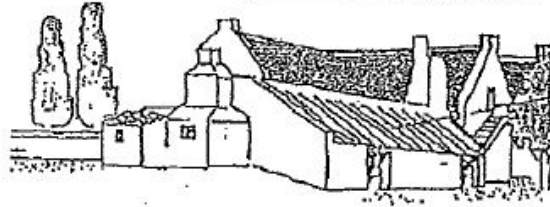
D.2.3 Late Victorian wood & iron house, hips, gables, Square bay window and stoep



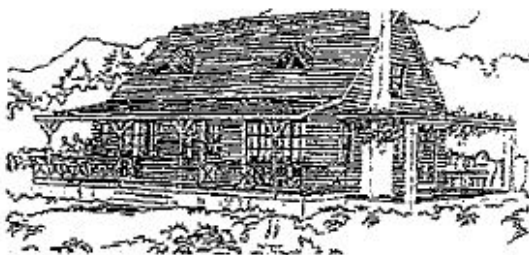
D.2.4 Edwardian front verandah house hipped roof + hipped verandah with full length masonry columns



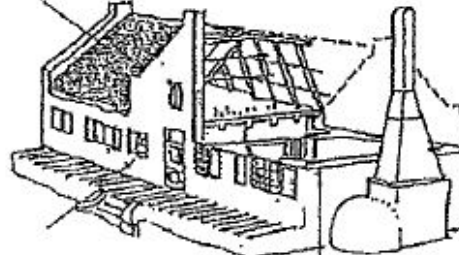
D.2.5 Edwardian verandah house hipped with gambrel roof with ventilators, verandah with Balustrade walls + afdak



D.2.6 Traditional cape farm complex with pitched roofs, gables, afdaks skilfully integrated, chimney + werf walls.

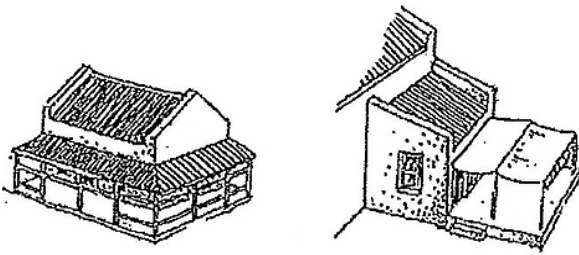


D.2.7 Timber beach / country house with dormers in roof, gables, external chimney, verandah & pergola

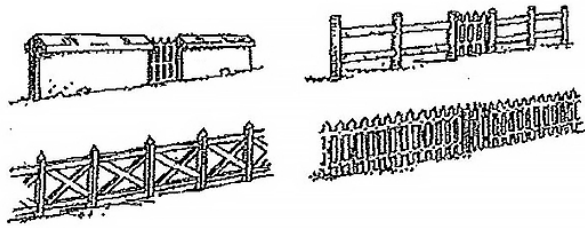


D.2.8 Typical cape country homestead steep roof with parapets, gables, external chimney & small windows with shutters

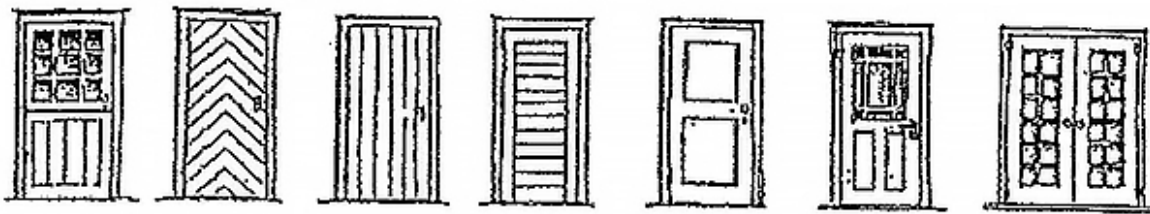
## D.3 ELEMENTS



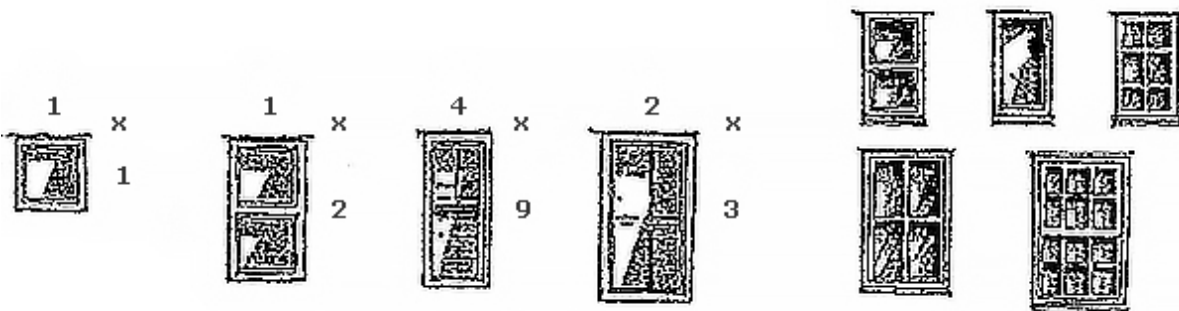
D.3.1 Recommended shade provision: stoeps & awnings



D.3.2 Recommended werf walls and fences

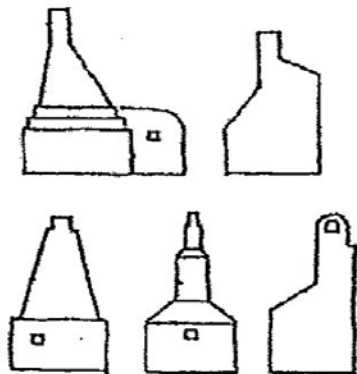


D.3.3 Recommended external door shapes, glazing, cladding & proportions

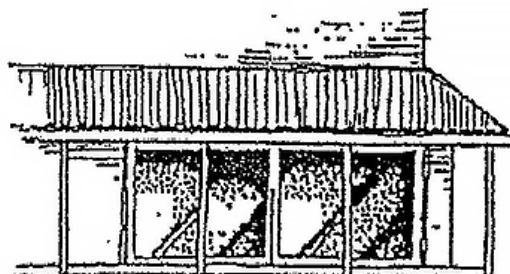


D.3.4 Recommended window proportions (height : width)

Recommended panes & proportions



D.3.5 Traditional cape external chimney + modern interpretations



D.3.6 Recommended stoep & glazed door proportions

## **ANNEXURE “A”**

### 1 As Special Resolution No. 1

**IT IS HEREBY RESOLVED THAT** the Company’s Design Manual be and is hereby amended by the addition to Clause A5.1.1 of the following:

“A Surveyor’s Certificate is to be submitted with ALL building plans, which certifies that the average height of the erf is based on the fixed corner points of the erf.”

Reason for the proposed resolution:

Required by the local authority.

Long term implication:

To maintain consistency in measuring of mean ground levels. House corners were previously used for this calculation.

## **GBHOA - Adendum to Design Manual re Conservancy Tanks**

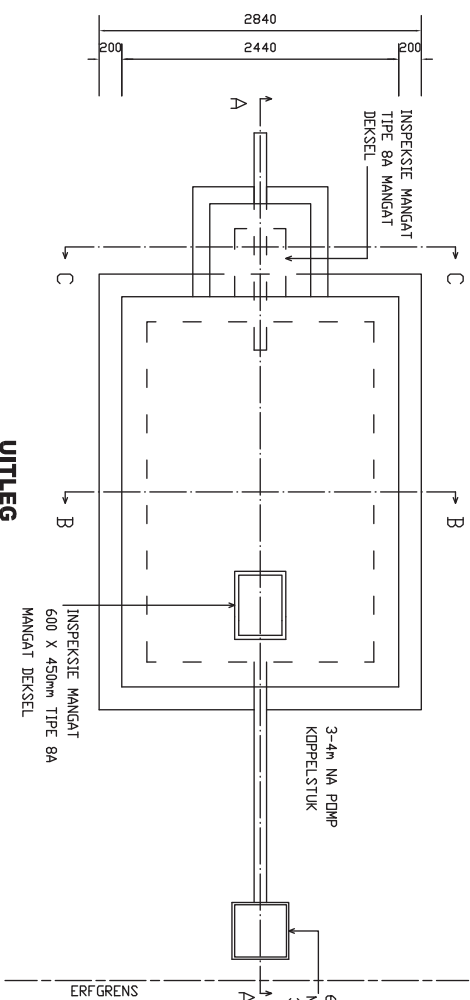
### **Comments from Swartland:**

The municipality has a few requirements regarding the employment of tanks and it is as follows:

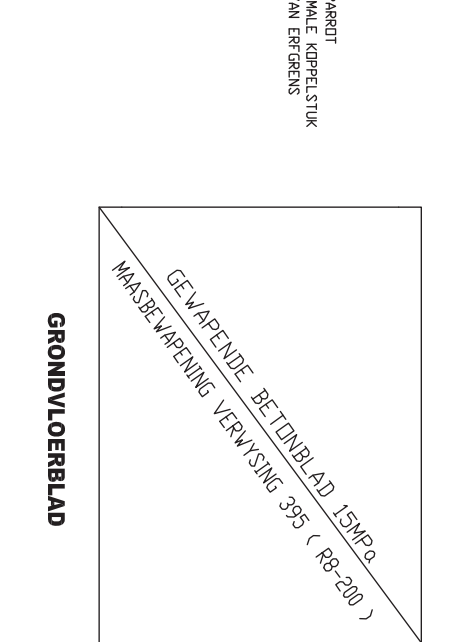
1. The tank must have a volume of 8000 to 14,000 liters. This makes the service economical for both the consumer and the municipality
2. The suction point of this tank must be accessible from a street or public space. No trucks are allowed on private land.
3. The tank must have impermeable walls, no sewage may leak or seep into the environment.
4. The suction point should be equipped with a 100mm snap on female fitting so that the municipal equipment it can connected
5. A Rolo (JoJo type plastic tank) is perfectly acceptable. There should only be kept in mind that there is a "vacuum breaker" must be made, otherwise pull the suction equipment the tank together when out the tanks. Keep any water table that may be thought (and I suspect so close to the sea, there may be a high enough water table) When the tank is empty, a plastic tank very light and the water table it literally ie ground pressure.

Please contact me if you have any further inquiries.

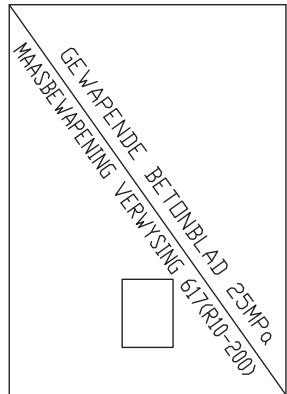
Esmari Steenkamp  
Civil Engineer: Trade Services  
Civil Engineering Services  
Swartland Municipality  
02248 79400  
083 64 33455



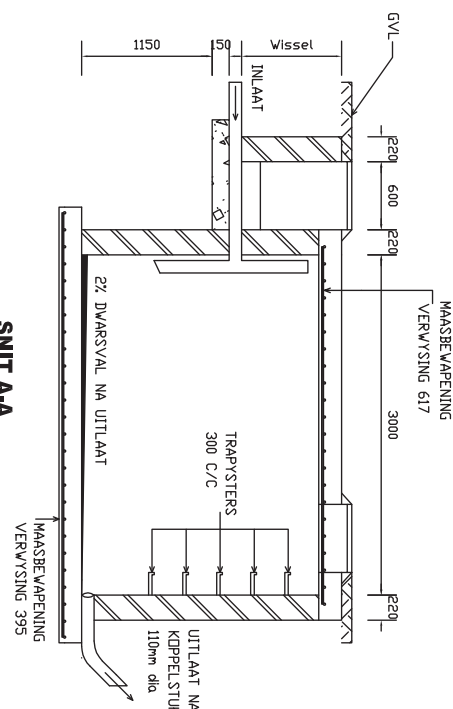
UITLEG



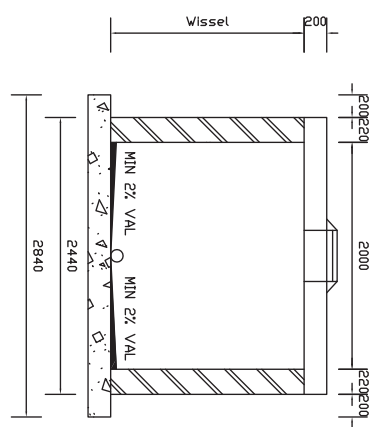
GRONDVLOERBLAD



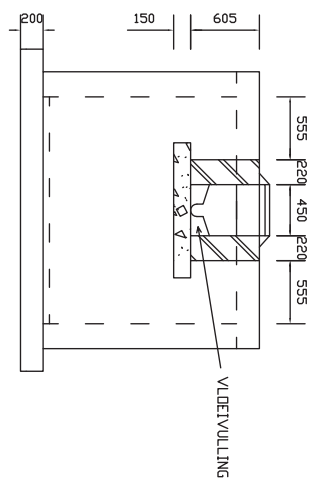
DAKBLAD



SNIT A-A



SNIT B-B



SNIT C-C

|                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NOTAS:                                                                                        | 1. ALLE MATES MOET OP DIE TERREIN NAGEGAAN WORD EN INDIEN ENIGE VERSKILLE VOORKOM MOET DIE INGENIEUR IN KENNIS GESTEL WORD.<br>2. ALLE FONDAMENT UITGRAVINGS MOET DEUR DIE INGENIEUR NAGEGAAN WORD VOORDAT BETON GEGIET WORD.<br>3. ALLE LOS GROND MOET UIT DIE FONDAMENT BOEDEN VERWYDER WORD.<br>4. EEN LAAG DAKVLT MOET TUSSEN DRAMURE EN BETONBLAD GEPLAAS WORD.<br>5. LAAT DIE VIR 'n 10mm VERTIKALE UITSIT-VOEG VAN SAGE OF DOORTGELYKE, VAAR BLAD TEENAN MUUR GEDOU WORD.<br>6. BETON<br>7. BETON MOET IN DORENSTEWING MET SABS 1200G WEES.<br>8. ALLE GEVEEGDE STAAL MOET VOLGENS PLAN GELE WORD. |
| S3 BETON STERKTE 25MPa                                                                        | S4 BETONDEKING                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| KOLDMEE, BLAAIE, BALKE FONDASIES                                                              | S5 BEWAPENING                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| a) HOE STERKTE STAAL (Y) 450MPa<br>b) SAGTE STAAL (R) 250MPa<br>c) MINIMUM LASLENGTE 40 x DIA | 6. BLAD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 1) DINTVERLAS 5kN/m <sup>2</sup>                                                              | 7. ALLE MUUR KONSTRUKSIE VAN GEBAKTE KLEISTENE.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 8. MUUR KONSTRUKSIE BINNE EN BUITE GESAKSKEER EN VATERDICTING NODIGSAAKLIK.                   | <b>SWARTLAND</b><br><b>MUNISIPALITEIT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>TITEL</b><br><b>TIPIESE</b><br><b>SUIGTENK</b>                                             | <b>SKAAL</b><br>NIE OP SKAAL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>DATUM</b><br>NOVEMBER 2003                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |