



(A)

CONDUCT RULES AND REGULATIONS

1. USE OF THE STREETS / PATHS / PAVEMENT AREAS

- 1.1 The streets of Boardwalk Meander Estate are for the use of all residents, whether it be on foot, roller-skate, bicycle, motor cycle, delivery vans or cars.
- 1.2 Please note that motor cycles, delivery vans and cars are considered to be part of the street environment, but not necessarily the dominating factor.
- 1.3 All roads on the Estate are Municipal public roads and are subject to the relevant road traffic ordinances or bye-laws.
- 1.4 Only licensed and roadworthy vehicles of the kind permitted on public roads will be allowed to use the roads in the Estate. Parks and pavements are off-limit. When riding a motor cycle in the estate, a helmet must be worn.
- 1.5 The speed limit is restricted to **30 km per hour**, throughout the Estate **and 15 km per hour in the** Sectional Title complexes.
- 1.6 Parents are responsible for ensuring that their children are made aware of the dangers relating to the use of streets and must take responsibility for their children's safety.
- 1.7 Only licensed drivers may operate and drive engine powered vehicles in the streets on the Estate.
- 1.8 Parking is only permitted in the areas designated for this purpose.
- 1.9 Parks, open spaces, sidewalks, curb sides and in the streets opposite traffic islands or in road circles are off-limits for parking.
- 1.10 Pedestrians will frequently cross streets in the Estate and have the right of way. Motorists are reminded always to drive with caution.
- 1.11 Bicycles have preference over motor vehicles in the use of the Estate roads.
- 1.12 Cyclists must however adhere to all the rules of the road as well as these rules regarding road usage.
- 1.13 The use of vehicles considered to, have noisy exhaust systems, be not road worthy, leaking fluids, or unsafe are prohibited in the Estate.
- 1.14 Bicycles, skateboards and roller-skates are allowed on walkways / jogging- paths.
- 1.15 The Board, through its authorized representatives, has the authority to apprehend and penalize motorists who disregard the rules of road use contained herein, as well as cyclists, skateboard and roller-skater. Users who are using the walkways / jogging paths.
- 1.16 The amount of penalties which may be imposed on an offender will, unless otherwise dictated by the members, be at the discretion of the Board of Directors.

2. GOOD NEIGHBOURLINESS

- 2.1 Any activity or hobby, which could cause aggravation or nuisance to fellow residents, may not be conducted from any property.

2.2 Noise:

- 2.2.1 The volume of music or electronic instruments, partying and the activities of residents and visitors should be kept at a level so as not to create a nuisance to neighbors.
- 2.2.2 Members and residents shall not use their Erf or Unit or permit it to be used, in such a manner or for such purpose as shall cause a nuisance to any neighboring occupier of an Erf or Unit. The following rules shall apply: Silence after 21h00 Sundays to Thursdays and silence after 24h00 on Fridays and Saturdays.
- 2.2.3 The do it yourself repair and maintenance of motor vehicles, or any other internal combustion engine vehicle, craft or implement, must take place out of sight from the Estate streets and may never cause disturbance or be intrusive to neighbors or other residents.
- 2.2.4 The mechanical maintenance and use of power saws, lawnmowers and the like (electronic mowers preferred) machinery should only be undertaken between the following hours:
- Weekdays: 07h00 – 18h00
Saturdays: 07h30 - 13h00. Not on **Sundays or Public holidays.**
- 2.2.5 Contravention of any of the above provisions shall be punishable by a penalty the amount of which will be at the discretion of the Board of Directors/Estate Manager. Or as stipulated in the fines section.

2.3 Fireworks

No fireworks may be set off within the boundaries of the Estate.

Criminal charges may be brought against perpetrators and an internal penalty will be levied on the offender.

2.4 Generators

The installation of generators is allowed. The installation of a generator must not be visible from the street side of the property and must be enclosed. Limit nuisance to your neighbours.

Generators are only allowed to run from 05h00 to 22h00 weekdays and from 07h30 to 23h00 over weekends. Load shedding days and extreme emergencies can run other times.

Special permission can be granted for generators to run due to unforeseen circumstances.

Existing generators are allowed.

2.5 Water tanks

Water tanks are allowed, subject to the approval of the Aesthetic Director and is pleasing to visibility. Send a sketch to the office to inform and get approval for placement on the erf.

2.6 Solar panels

Solar panels are allowed – subject to approval of the Aesthetic Director.

- 2.7 Refuse, garden refuse and refuse bags may not be placed on the pavement. Garden refuse must be removed on the same day and may not be piled up. All refuse containers must be removed from the pavement on the same day the refuse is collected.
- 2.8 Advertisements or publicity material may not be exhibited or distributed unless the consent of the Board has been obtained.
- 2.9 Owners and or their contractors must ensure that their employees do not loiter on the Estate and specifically not at any prominent places such as at the gates, road circles, streets etc.
- 2.10 The slaughtering of animals anywhere on the Estate, including on a members private property, and for any reason what so ever, including ritual, religious, or otherwise, is forbidden.

3. ENSURING A PLEASING STREETScape

- 3.1 The collective pride of the Estate is dependent upon the contribution of every owner to create a neat and pleasing streetscape.
- 3.2 The stand owner of developed properties is responsible for maintaining the area between the curb and the boundary of his/her property, in a clean and pleasing condition.
- 3.3 Garages are to be used for their intended purpose and the Directors kindly appeal to all owners and residents that motor vehicles should be garaged at all times.
- 3.4 The Board/Estate Manager can compel the owner or tenant to improve the aesthetic appearance of this area when deemed necessary, at the cost of the owner.
- 3.5 Garden fences and / or walls / or roofs and outbuildings forming part of the streetscape, should be regularly maintained and painted where necessary, failing which the Board/Estate Manager has the right to effect repairs at the cost of the owner should it be considered necessary.
- 3.6 Dumping and or / storing of building material / rubble / rubbish or likewise on sidewalks, streets or vacant properties is strictly forbidden. Owners of vacant properties may not authorize the use of their property for storing of such materials.
- 3.7 The owner remains responsible to ensure that their property is aesthetically pleasing and tidy at all times and free of excess vegetation.
- 3.8 No trees, plants or sidewalk lawn may be damaged, removed or planted without the permission of the Board/Estate Manager.
- 3.9 Planting should not interfere with pedestrian traffic or obscure the vision of motorists.
- 3.10 Gardens bordering the pavements must be kept neat and tidy at all times, failing which the Board/Estate Manager shall have the right to clean the garden at the owner's cost.

- 3.11 No "Wendy houses" / tool sheds or similar such structures may be erected. If the owner refuses to remove such structures, the Board/Estate Manager may remove such structures at the cost of the owner.
- 3.12 Caravans, trailers, boats, equipment, tools, engine and vehicle parts, as well as accommodation for pets, must be located out of view and screened from neighboring properties and the street.

4. ENVIRONMENTAL MANAGEMENT

- 4.1 No rubble or refuse may be dumped or discarded in any public area, including parks, streets, sidewalks, lakes, dams, or vacant stands.
- 4.2 Residents and their guests are urged to leave any open space they visit in a cleaner condition than that in which it was found. Residents should also develop the habit of picking up and disposing of any litter encountered in the open spaces.
- 4.3 Picnicking is permitted.
- 4.4 Flora may not be damaged or removed from any public area.
- 4.5 Fauna of any nature may not be chased, trapped or harmed in any way, in any area of the Estate.
- 4.7 Residents shall maintain trees, plants and shrubs, planted on their pavements by the Board.
- 4.8 Residents shall maintain a high standard of frontage garden and pavement maintenance.
- 4.9 Residents must ensure that declared noxious flora are not planted or allowed to grow in their gardens.
- 4.10 Vacant stands must be kept clean on a regular basis to the satisfaction of the Board, failing which, the Board/Estate Manager reserves the right to impose a fine and clean the stand at the owner's expense.
- 4.11 The resident's use of any open space areas is entirely at their own risk at all times. The Company/Board will entertain no claims for damages of whatsoever nature or from whatsoever cause arising thereof.
- 4.12 No swimming, playing or boating in the dams, rivers or fountains is allowed, nor are dogs permitted to swim therein.
- 4.13 Unless otherwise authorized garden encroachment onto the pavement is not permitted.
- 4.14 Fishing Rules and Guidelines

In terms of the Use Agreement, the Directors will set these rules from time to time. The rules are intended to ensure that the fishing is kept as enjoyable as possible for residents. Please adhere to the following and save our Personnel the embarrassment of having to confront you when the rules are breached.

- 4.14.1 Only residents of the Estate and their guests are allowed to fish.
- 4.14.2 Visitors must at all times be accompanied with the resident when fishing.
- 4.14.3 Children below the age of ten (10) must be accompanied by an adult at all times.
- 4.14.4 Fishing is only permitted between 07h00 and 19h30 from Monday to Sunday (including public holidays).
- 4.14.5 No fishing is allowed from the bird hides.
- 4.14.6 Fishermen are requested to respect the rights and privacy of residents. Please keep noise to a minimum. The playing of loud music is strictly prohibited.
- 4.14.7 Alcohol consumption beyond the legal limits is not allowed.
- 4.14.8 Fishing is strictly on a catch and release basis only.
- 4.14.9 No fish to be kept in fishing nets.
- 4.14.10 All fish caught must be handled and treated with the utmost care during the capture. Please release as soon as weighing and photographing is done.
- 4.14.11 No live bait may be brought into estate with the exception of earthworms.
- 4.14.12 Only bait crafts will be allowed on the dam. No other boats of any kind will be allowed.
- 4.14.13 No braai fires are allowed at fishing spots.
- 4.14.14 Fishermen must use bathroom facilities at their homes.
- 4.14.15 Overnight camping and/or tents for fisherman will only be allowed by prior arrangement with estate management.
- 4.14.16 Any off cuts of fishing lines MUST please be pocketed or bagged to prevent injury to the wildlife that also make use of the dams and surroundings. If it cannot be recovered please report it to security so that it can be removed by Personnel.
- 4.14.17 No glass ware is allowed at the fishing areas.
- 4.14.18 The release of any fish into our dams from outside the estate is strictly prohibited.
- 4.14.19 You are encouraged to report any anglers not abiding by the above rules to management or security. You will remain anonymous at all times.
- 4.14.20 The use of open space areas by anglers is ENTIRELY AT THEIR OWN RISK AT ALL TIMES. The Boardwalk Meander HOA and its Personnel shall entertain no claims for damage or injuries of whatsoever nature or from whatsoever cause arising.

- 4.14.21 The management and security reserve the right at any time, to ask fisherman to vacate the area if they do not adhere to the rules and regulations as set out above.

5. SECURITY

- 5.1 The security rules and protocol included in part (B) to the rules must be adhered to at all times.
- 5.2 All attempts at burglary or any suspicious activities within the Township must be reported to Security and Estate Manager/Office.

6. TENANTS, VISITORS, CONTRACTORS AND EMPLOYEES

- 6.1 The provisions of these Rules and the duties of the owner/member in relation to the use and occupation of Units and common property shall be binding on the member/owner of any Unit and any lessee or other occupant of any Unit and it shall be the duty of the owner/member to ensure compliance with these Rules by his lessee or occupant, including employees, guests and any member of his/her family, his/her lessee or his/her occupant.
- 6.2 A member shall not let his property or part thereof or allow occupation thereof without notifying the office of the name, ID number and contact details of such tenant or occupant. A security clearance must be done by the office for all tenants before they can take up residency in this estate. Contact the office for all relevant documentation and procedure regarding this.
- 6.3 The owner shall ensure that a copy of these Rules is included in any written lease concluded in respect of his Unit or part thereof and shall at the request of the office furnish a copy of such lease to the office. If a written lease is not concluded, the member may be required to furnish proof to the office that his/her tenant/occupant has received a copy of these Rules.
- 6.4 Occupants of any Unit within the Township are liable for the conduct of their visitors, contractors, servants and/or employees and must ensure that they adhere to these Rules.
- 6.5 All members must ensure that contractors in their employ have signed/acknowledged the Contractor's Code of Conduct prior to commencement of any building/construction activity and must ensure that they adhere to the provisions of these Rules and of the Contractor's Code of Conduct at all times.

7. PETS

- 7.1 Don't let your pet become a bone of contention between you and your neighbors.
- 7.2 The local authority by-laws relating to pets will be strictly enforced.

- 7.3 Residents may not keep more than two (2) dogs or two (2) cats on their property or one (1) dog and one (1) cat without the written permission of the Board.
- 7.4 Poultry, pigeons, aviaries, wild animals or livestock may not be kept on the Estate.
- 7.5 Should any excrement be deposited in a public area, the immediate removal thereof shall be the sole responsibility of the owner of the pet. Neglect to comply may result in a penalty the amount of which will be at the discretion of the Board of Directors/Estate Manager.
- 7.6 Every pet must wear a collar with a tag indicating the name, telephone number and address of its owner.
- 7.7 No pets are allowed to roam the streets.
- 7.8 Roaming pets will be caught and temporarily housed in cages at the main gate for a maximum period of three (3) days where after the pet will be handed over to the local SPCA without notice to the owner. The Company reserves the right to charge the owner for having housed the animal.
- 7.9 In the event of the owner being known to the Estate Manager, or the owner becoming known to the Estate Manager, a penalty may be levied, depending on the circumstances leading to the animal being outside of the owners stand.
- 7.10 Dogs must be walked on a leash in public areas. Streets, parks and open areas are defined as public areas
- 7.11 The Board reserves the right to request the owner to remove their pet should it become a nuisance on the Estate.
- 7.12 The owner will be responsible for any damage or injury caused to property/persons/ other animals within the Estate by their pets.
- 7.13 Dogs are to be exercised on a leash only and are to be restricted to streets, common areas and walkways.
- 7.14 Owners and residents must make arrangements with external people, neighbors or institutions to take care of their pets, away from home, when they are on vacation or absent from their home for two days or more. Owners are not allowed to leave their pet unattended or to get someone to oversee the pet from time to time at home. The barking and crying of the pet during the day and night causes extreme nuisance for neighbors. The SPCA or a similar organization will be notified of such a situation and the pet removed. The owner will be responsible for all costs of the impounding of such pet.

8. FINES AND PENALTIES

8.1 The Directors shall be entitled to implement a system of fines and penalties from time to time in order to deter any contravention of these Rules and to ensure the due enforcement of these Rules. The implementation of these fines will be for the discretion of the Board/Estate Manager. See fines as set out below:-

SECURITY	1stOffence	2ndOffence	3rdOffence
Breach of Access Control In any way breaching or bypassing our access control process, this also includes tailgating and failing to register a Contractor and bringing him in through the gates without identification.	R700.00	R1400.00	R2100.00
Attempt to gain entry illegally – High Security Risk	R2000.00	R3000.00	R4000.00
Swearing at Security	R700.00	R1400.00	R2100.00
Refusing to obey Security Personnel	R700.00	R1400.00	R2100.00
Refusing to obey a reasonable instruction from Security, for example to a Contractor who has been given permission to work half day on a Saturday and then refuses to leave the Estate after 12h00.	R700.00	R1400.00	R2100.00

AESTHETICS AND GARDENS	1stOffence	2ndOffence	3rdOffence
Failing to comply with Aesthetic Regulations This covers all our Aesthetic Regulations; example would be painting your house the wrong color.	R700.00	R1400.00	R2100.00
Contractors not leaving Estate within specified time – First and Second Penalty Contractors need to be out of the Estate at 18h00	R700.00	R1400.00	R2100.00
Contractors walking off/too site Contractors are not allowed to leave the Stand they working on, this prevents them from wandering the Estate	R700.00	R1400.00	R2100.00
Deliberate damage to Fauna and Flora Deliberately injuring our plant and animal life, for example, shooting our birds with a pellet gun or crossbow	R1400.00	R2100.00	R2800.00

Dumping rubble / garden refuse on empty Stands or green belts, will be removed by the Estate at the owners cost	R700.00	R1400.00	R2100.00
Dumping building rubble, garden refuse or building material on an empty Stand without permission being given by the Owner			
Exposed washing line	Written warning	R500.00	R1000.00
Littering in Estate / not cleaning up after a party	R350.00	R700.00	R.1400.00
Leaving bottles and papers lying around the common areas after a party			

PUBLIC ROADS AND VEHICLES	1st Offence	2nd Offence	3rd Offence
Reckless / Dangerous driving Dangerous driving that could put pedestrians at risk	R1000.00	R2000.00	R3000.00
Un-roadworthy vehicle including no license plates For example – a vehicle leaking excessive amounts of oil, owner to bear the cost of cleaning the soiled surface.	Written warning/ verbal	R700.00	R1400.00
Failure to obey street signs	Written/ verbal warning	R700.00	R1400.00
Speeding Speeding over 30 km/h	R1000.00	R2000.00	R3000.00
Driving wrong way around circle	Written/ verbal warning	R700.00	R1400.00
Block flow of traffic into Estate	Written/ verbal warning	R700.00	R1 400.00
Revving engines / unnecessary hooting / wheel spinning	R700.00	R1400.00	R2100.00
Driving scramblers / Quad bikes inside Estate	Written/ verbal warning	R700.00	R1400.00
Tailgating	R700.00	R1400.00	R2100.00

GENERAL BEHAVIOUR	1stOffence	2ndOffence	3rdOffence
Fighting in public/abuse	Written/ verbal warning R700.00	R700.00	R1400.00
Physical fighting in public		R1400.00	R2100.00
Noise disturbance / disturbance of the peace	Written/ verbal warning	R500.00	R1 000.00

PETS	1stOffence	2ndOffence	3rdOffence
Barking pets – disturbing the peace/complaint 3 rd offence, handed to the SPCA	Written warning	R700.00	R1400.00
Dogs defecating in public without Owner cleaning up	R700.00	R1400.00	R2100.00
Dog roaming Estate without leash	Written/ verbal warning	R350.00	R700.00
Kenneling dog This covers our cost of housing and feeding the dog in our Estate kennel, until collected by the Owner	R250.00	R350.00	R450.00

GENERAL	1stOffence	2ndOffence	3rdOffence
Illegal running a business – First and Second Penalty See Rules and Regulations	R700.00	R1400.00	R2100.00
Injuring of wild life on Estate, 3rd offence, guilty party reported to SPCA	R1400.00	R2800.00	R4200.00
Damage to HOA property For example – driving into the boom and gate at entrance to Estate. Cost to the owner for the repairs	Cost of repairs	Cost of repairs	Cost of the repairs and R700.00
Trailers, caravans, etc. parked outside and visible from street side	Written warning/ Verbal	R350.00	R700.00

VENUES	1stOffence	2ndOffence	3rdOffence
Damage to fix property – i.e. walls, built-in braais, work areas, toilets, lights, paintings etc. Cost of repairs to owner + fine	R350.00	R700.00	R1400.00
Damage to items – tables, chairs, umbrellas or braais. Cost of repairs to owner	Written warning	R350.00 + repairs/ replacement	R700.00 + repairs/ replacement
Not cleaning after function	R250.00	R500.00	R750.00
Misuse / other damage of Venues and rental items. Cost of repairs to owner	Written warning	R350.00 + cost repairs/ replacement	R500.00 + cost repairs/ replacement

- 8.2 Any penalties imposed by the Directors are subject to adjustment and/or ratification by members in General Meeting.
- 8.3 In the event of contravention of any of these Rules, the following procedure will be followed and implemented by the Directors/ Estate Manager
- 8.3.1 A letter of demand will be sent to the member, specifying the nature of the breach and demanding him to remedy the breach within a period of 10 (ten) days;
- 8.3.2 Should the member fail to adhere to the demand letter and to remedy the breach then, unless written objection is received by the owner concerning the alleged contravention, the prescribed penalty shall be implemented and levied against the member's levy account and shall be enforceable, as if such penalty or fine constitutes a normal levy;
- 8.3.3 If the transgression is disputed and upon receipt of any written objection, the Board/Estate Manager shall convene a meeting with the owner within a period of 10 (ten) days and at which meeting the owner shall be entitled to address his objection, to call witnesses and which meeting shall take the form of an informal inquest. The decision of the Board shall be final;
- 8.3.4 Should the member refuse to accept the decision of the Board on any matter, such dispute shall then be referred to arbitration in terms of these Rules.

9. GARDENS

Plants, shrubs and lawn:-

- 9.1 May be planted within the parameters of a Unit, provided that such plants, shrubs and lawn may not fall under any category which is prohibited from time to time in terms of any law, by-law or regulation;

- 9.2 Shall be planted in such a manner so as not to cause a hindrance or damage to any foundations, walls, pipes, drains or any sewerage system or electricity reticulation, security fencing or to any common property;
- 9.3 Shall be removed by the owner and any damages caused thereby repaired at the owner's expense, where, at the sole discretion of the Board, such hindrance or damages are caused or is likely to be caused by such plants, shrubs and lawns. If an owner fails to give effect to these provisions, then the Board shall be entitled to remedy any defect, failure or damages caused and to claim such expenses from the owner.

10. AESTHETICAL GUIDELINES & BUILDING DEADLINES

- 10.1 The Board may from time to time make Rules concerning alterations, additions and improvements to Erwen which may include directives concerning design, appearance, colour schemes and the location of any such additions/alterations as set out in the Aesthetics Guidelines.
- 10.2 Any amendments to the aesthetical guidelines of these Rules or rules made by the Board shall be subject to review by the members in General Meeting.
- 10.3 The Directors shall be entitled to appoint an architectural review committee, who is responsible for the implementation of the guidelines, which shall consist of;
 - 10.3.1 A practicing professional architect duly qualified to practice as such on his own account in the Republic of South Africa;
 - 10.3.1.1 1 (one) Director;
- 10.4 It is the aim of the aesthetics committee that the lifestyle reflected would represent that of the different South African cultural and regional backgrounds. This will start with the Western Cape architecture, then the Victorian/Colonial style of the Eastern Cape and KwaZulu-Natal, and finally with the Highveld/Old Transvaal Farm Style. To achieve this, aesthetics guidelines have been drawn up as far as the use of materials, the treatment of boundaries and the landscaping is concerned.
- 10.5 The Directors shall be obliged in giving such notice to act reasonably - No person shall within the Township commence with the construction of any building or structure, or any additions or alterations thereto, or any works of whatsoever nature unless he has submitted to the Directors for examination and approval or refusal such plans for such building, structure, alteration or addition as the Directors may require. The Directors shall have power in approving any plan to lay down such reasonable conditions as they may deem fit.
 - 10.5.1 It is the registered owner's responsibility to be in the possession of the latest issue of these rules and to ensure, that a copy is issued to the designing architect or builder to avoid any disagreement between all parties.
 - 10.5.2 The purpose of these design guidelines is to encourage individual creativity within a unity of materials and finishes ensuring that the overall development harmonizes and creates a balanced lifestyle for all residents.

- 10.5.3 For the rest it is up to the individual architect to contribute to the successful execution of the developer's aim and the supervising architects will also assist in attaining this goal.
- 10.5.4 In order to reduce inconvenience to neighbors as well as unsightliness, construction must proceed without lengthy interruptions and handled in such a way that the end of each phase should be aesthetically acceptable to the Home Owners' Association.
- 10.5.5 Once building work has commenced, it must be completed within 12 months.
- 10.5.6 Failing to start with construction within one (1) year, penalties will be introduced as per the Memorandum of Incorporation.
- 10.5.7 The design of the dwelling, unit and the entire stand must show sensitivity to the existing natural features, flora and topography.
- 10.5.8 Permission must be obtained from the Company before existing trees are removed and all existing trees are to be shown on the site plan. Surrounding structures and houses must be taken into account in the design process.
- 10.5.9 Newly planted trees on the sidewalks must be kept in mind as they are not to be removed.
- 10.5.10 The controlling authority for the development is the Architectural Aesthetics Sub-Committee, who will be responsible for the approval of all plans and buildings on behalf of the Company.
- 10.5.11 It is mandatory that the purchaser engage the services of a qualified architect. Further it is advisable that the chosen architect or designer consult with the HOA approved architects prior to designing the proposed house to determine the intent of the design parameters set for the development.
- 10.5.12 No Erf shall be subdivided or rezoned.

11. DISPUTE RESOLUTION PROCEDURES

11.1 Monies due

- 11.1.1 Any contributions, levies or other monies due and payable by a Member to the **Company** may be recovered by the **Company** by action in any Court, including any Magistrates Court, of competent jurisdiction. The parties hereto consent, in terms of the Magistrates Court Act, 32 of 1944, as amended, to the taking of any legal proceedings arising from this Agreement in the Magistrates Court of any District otherwise having jurisdiction by virtue of Section 28(1) of the aforesaid Act, notwithstanding that such proceedings would otherwise be beyond such jurisdiction. The **Company** instituting such proceedings shall nevertheless still have the right to institute such proceedings in any Division of the High Court of South Africa having jurisdiction, should he so wish and in which event the **Company**, if successful, will not be penalized with an order for costs on the Magistrates Court scale.
- 11.1.2 A Member shall be liable and pay all legal costs, including costs as between attorney and client, collection commission, expenses and other charges incurred by the **Company** in obtaining the recovery of contributions, arrear levies or any other arrear amounts and monies due and owing by such Member to the **Company** or in enforcing compliance with any of the provisions of the Memorandum of Incorporation, the **Act** or these Rules.

11.2 Other disputes

- 11.2.1 In the event of a dispute between the **Company** and a Member or between Members arising out of or in connection with or related to provisions of this Memorandum of Incorporation, the **Act** or these Rules, save where an interdict or any form of urgent or other relief may be required or obtained from a Court having jurisdiction, shall be determined in terms of these Rules.
- 11.2.2 Notwithstanding the provisions of clause 11.2.1, any dispute concerning payment of monies due in accordance with clause 11, shall be excluded from arbitration.
- 11.2.3 If such a dispute or complaint arises, the aggrieved party shall notify the other affected party or parties in writing and copies of such notification shall be served on the **Board** and the **Managing Agent**, if any, and should the dispute or complaint not be resolved within 14 (fourteen) days of such notice, either of the parties may demand that the dispute or complaint be referred to arbitration.
- 11.2.4 Having regard to the nature and complexity of the dispute or complaint and to the costs which may be involved in the adjudication thereof, the parties appoint an arbitrator who shall be an independent and suitably experienced and qualified person as may be agreed upon between the parties to the dispute.
- 11.2.5 If the parties cannot agree as to the person of the arbitrator to be appointed in terms of sub-rule 11.2.4 within 5 (five) days after the arbitration has been demanded, the auditors of the **Company** shall, upon written application, in writing, appoint an arbitrator within 7 (seven) days after they have been required to make the appointment.
- 11.2.6 The arbitration shall be held informally or otherwise as the arbitrator may determine in his own discretion. The arbitrator shall have the right to demand that the party demanding the arbitration furnish the arbitrator with security for payment of the costs of the arbitration in such amount and form as the arbitrator may determine, failing which the arbitration shall not be proceeded with. If such failure to furnish security for payment persists for longer than 7 (seven) days after demand for security or payment was made, the other party shall be entitled to abandon arbitration proceedings.
- 11.2.7 The intention being that the arbitration shall be concluded within 21 (twenty one) days after an arbitrator has been appointed or security for costs has been furnished.
- 11.2.8 The arbitrator shall make his/her award within 7 (seven) days from the date of the completion of the arbitration and shall, in making his/her award, have regard to the principles laid down in terms of the Memorandum of Incorporation and the Rules thereunder. The arbitrator may determine that the costs of the arbitration be paid by any one of the disputing parties or any of them jointly or in such shares as he/she may determine and as he/she in his/her discretion may deem appropriate, having regard to the outcome of the arbitration.
- 11.2.9 In making an award of costs, it shall be competent for the arbitrator to award costs against the **Company** on the basis that the member in whose favor the award was made, shall be excluded from contributing to such costs through his general levy and/or any special levy contributions.
- 11.2.10 The decision of the arbitrator shall be final and binding and may be made an Order of the High Court upon application of any party to, or affected by, the arbitration.

11.2.11 The provisions of the Arbitration Act, No. 42 of 1965 shall be applicable.

11.2.12 Notwithstanding that the Arbitration Act, No. 42 of 1965 makes no provision for joinder of parties to an arbitration without their consent thereto, should a dispute arise between the **Company** and more than one owner or between a number of owners arising out of the same or substantially the same cause of action, or where substantially the same order would be sought against all the parties against whom the dispute has been declared, such parties shall be joined in the arbitration by notice thereof to such other parties as soon as possible after commencement of the arbitration proceedings, but in any event, not later than 10 (ten) days prior to the arbitration hearing.

12.3 Fines and penalties

The **Company** may create and implement a system of fines and penalties in terms of the Rules as referred to in point 8.

13. NOTICES

13.1 A notice in terms of the **Act**, the Memorandum of Incorporation or these Rules may be served by the **Board** upon any member by ordinary mail, by telefax or by e-mail in accordance with provisions of the **Act**, unless same is required to be sent by a specific method for a particular purpose in a manner prescribed by the **Act**, the Regulations or the provisions of the Memorandum of Incorporation.

13.2 Except in the case of any Notice of any General Meeting of the Company, the period of which is described by this **MOI**, the other notice, if served by ordinary mail on a person's last known address, shall be deemed to have been received on the 7th (seventh) day following the day on which the notice or document was posted, as recorded by a Post Office.

13.3 Any notice, if served by fax, shall be deemed to have been served on the date and at the time recorded by the fax receiver.

13.4 Any notice, if served by electronic mail, shall be deemed to have been served on the date and at the time recorded by the computer used by the sender.

13.5 Reference to a "notice" includes any document or communication required to be sent in terms of the **Act**, the Memorandum of Incorporation or these Rules and includes a copy of such document.

13.6 Any Notice or other communication **in writing** shall be delivered by the **Company** to the **Member** at the address of his **Unit**, unless the **Member** has notified the **Company in writing** of any other postal- or other address for delivery.

13.7 Where a **Member** has expressly **in writing** addressed to the **Company**, requested or consented to all Notices and communications being addressed to him either per e-mail and/or per facsimile transmission, a Notice or other communication dispatched in this manner shall be considered good notice for all purposes, provided, however, that any legal processes shall, nevertheless required to be served at the **Member's** address as referred to in clause 12.1.

14. BUSINESS RIGHTS

- 14.1 Any business activity or hobby which could cause aggravation or nuisance to fellow residents may not be conducted from any property. This includes auctions and jumble sales.
- 14.2 No business may be conducted from home without the written consent of the Board and then only if such business is permitted in terms of the Estate planning scheme applicable to the unit/full title stand owners.
- 14.3 All owners / tenants wishing to conduct businesses from home, have to apply to the Company in writing, which will deal with any such application at the first Board Meeting after the submission of the application.
- 14.4 The following factors will play a role in the Board's decision:
- Will the business cause an influx of visiting vehicles into the Estate?
 - Will it generate excessive noise?
 - Will it have a negative impact on neighboring stands?
 - Does it have the potential to attract criminal elements into the Estate?
 - Will it fit in with the general character of the Estate?
 - Will it enhance or reduce the desirability of the Estate for prospective Investors?
 - What will the effect of the business be on the general value of units in the Estate?
 - Will the business require additional building construction?
 - How do the direct neighbors of the applicant feel about the intended business?
 - Will adequate parking be made available, so as to prevent sidewalk parking?
- 14.5 The Home Office may not exceed 60m² in total.
- 14.6 The Boards' decision is final and no appeals will be considered.
- 14.7 All business operations must adhere to the criteria and conditions as specified by the Board and to local Municipal Bye-laws and Regulations.

15. LETTING AND RESELLING PROPERTY

The concept of this Estate imposes certain restrictions on the manner in which Estate agents may operate within the Estate. In order to ensure that the rules applicable to the Boardwalk Meander Estate which regulates property ownership and occupation of the premises on the Estate are made known to new residents, the following rules relating to the re-sale or letting of property shall apply.

15.1 General

- 15.1.1 The agent and the member must ensure that the buyer and / or tenant is informed of and receives a copy of the Company Rules and ensure that a copy of these Rules are attached as an annexure to any deed of sale or lease agreement as well as the Memorandum of Incorporation

15.1.2 A Clearance Certificate must be obtained from the Company prior to any sale/transfer of the property. This will only be issued, if all outstanding debt to the Estate has been paid. (e.g. levies, fees or penalties, return of Estate owned assets, etc.).

15.1.3 No property may be let or utilized for the purpose of a commune.

15.2 Re-sales

15.2.1 Home Owners Association

The Purchaser acknowledges that they are obliged, upon registration of the property in their name to become a member of the Company/Board and agrees to do so subject to the Memorandum of Incorporation Company.

15.2.2 Conditions of Title

The Seller shall be entitled to procure that, in addition to all other conditions of title and /or subdivision referred to, the following conditions of title be inserted in the Deed of which the Purchaser takes title to the property:

15.2.2.1 Every owner of the Erf, or any subdivision thereof, or any interest therein, or any unit thereon, as defined in the Sectional Title Act, shall become and shall remain a Member of the Company and be subject to its constitution, until he / she ceases to be an owner.

15.2.2.2 Neither the Erf, nor any subdivision thereof, or any interest therein, nor any unit thereon, shall be transferred to any person who has not bound themselves to become a Member of the Company.

15.2.2.3 The owner of the erf, or any subdivision thereof, or any interest therein, or any thereon as defined in the Sectional Title Act, shall not be entitled to transfer the Erf or any subdivision thereof, or any interest therein, or any unit there on, without a clearance certificate from the Company which certifies that the provisions of the Memorandum of Incorporation of the Company, have been complied with.

15.2.2.4 The terms "Company" in the aforesaid conditions of title shall mean the Boardwalk Meander Estate Home Owners Association (NPC).

15.2.2.5 In the event of the Registrar of Deeds requiring the amendment of such conditions, in any manner in order to affect registration of an Erf, the Purchaser hereby agrees to such amendment.

15.3 Lease

15.3.1 The Lessee acknowledges that, upon occupation of the leased premises, he and his family, his visitors and servants shall adhere to all rules and regulations as contained in this document.

15.3.2 Where tenants continuously breach the rules of the Estate, the owners can be requested to terminate the lease agreement and / or be held liable for the maximum penalty allowed under the Company rules. This clause must be written into the lease agreement.

15.4 Registration of Estate Agents

15.4.1 General

- 15.4.1.1 An estate agent is registered after signing an agreement with the Company to the effect that such agent will abide by the stipulated procedures applicable to the sale and/or a lease of the property on the Estate, and after having been inducted in respect of the concepts, rules and conditions under which a purchaser and/or lessee acquires and/or leases the property in the Boardwalk Meander Estate.
- 15.4.1.2 The registration policy for Estate Agents may be reviewed by the Board from time to time.
- 15.4.1.3 An updated list of registered agents is available from the Estate office, will be published in the Boardwalk Meander Estate newsletter/webpage.
- 15.4.1.4 An **annual registration fee** must be paid to the Company by the estate agent failing which the agent will be removed from the registered agent list.
- 15.4.1.5 A maximum of only 18 (eighteen) estate agents may be registered at any given time.

15.4.2 Advertisement boards

- 15.4.2.1 No advertisement boards will be allowed on the Estate's perimeter wall or at the main entrance thereof.
- 15.4.2.2 A maximum of two (2) approved estate agents boards may be displayed at the entrance as per municipal rules/guidelines during official agreed sales days/hours and as agreed on by the Board.
- 15.4.2.3 The HOA's, registered estate agents are also allowed to display their boards at the entrance to the Estate, on the area allocated therefor.
- 15.4.2.4 All sales must be reported immediately to the office/estate manager in order to update the Estate Management Records.

16. GENERAL

16.1 Name boards

- 16.1.1 Residents and or owners who like to name their properties may do so subject to same being approved by the Company's aesthetics committee.
- 16.1.2 No Perspex, composite materials, degradable materials, plastics, painted boards akin to advertisement boards (not applicable to shaped and artistically presented painted boards), untreated wooden boards or rough wood lettering will be allowed.

- 16.2 Bronze lettering or plaques are preferred. Ceramic lettering, pottery and concrete ornamental murals are acceptable.

17. SPORT ACTIVITIES & FACILITIES

17.1 General

- 17.1.1 General rules for the Squash Courts, Tennis Court and the Pools:
- 17.1.2 Users of the squash courts, the tennis court and the pools do so at their own risk.
- 17.1.3 No liability whatsoever shall rest with the Company or its servants for any damages or loss howsoever arising.
- 17.1.4 Damage found on arrival by the user at the squash court, tennis court or pools must immediately reported to the Office /Estate Manager, failing which the Company reserves the right to hold the user of the facility liable for such damages.
- 17.1.5 Booking procedures for the tennis court must be obtained from the office. Squash court bookings is done at the security gate.
- 17.1.6 Please leave the facilities in a condition that you would expect to find it.
- 17.1.7 No bikes, skateboards, roller skates or any other kind of play is permitted on the courts.
- 17.1.8 Appropriate sport clothes and non-marking shoes must be worn. (Street or running shoes are not permitted on the courts)
- 17.1.19 No smoking, eating or drinking of alcohol on the squash courts is allowed.

17.2 Swimming pools

- Please keep the gates closed at all times.
- Children under 12 must be accompanied by an adult.
- No glass bottles, containers or glasses are allowed at the pool.
- No fires or braais allowed other than the designated areas.
- Please keep the pool areas tidy.
- No loud music is permitted around the pool.
- Please be considerate towards residents living nearby to the pools.
- No swimming is permitted between 22h00 and 06h00.
- No pets allowed.

17.3 Use of Vineyard Village Venue

- Smoking is not permitted inside the club house.
- Only members/residents may book the club house.
- The member/resident will be held responsible for any damage and proper behavior of their guests.
- The cost and conditions of renting the clubhouse are available from the Estate office.
- The member/resident is responsible to clean the clubhouse after use.

17.4 The Jungle Gym Venue

- Smoking is not permitted inside the Jungle Gym.
- Only members/residents may book the Jungle Gym.
- The member/resident will be held responsible for any damage and proper behavior of their guests.
- The cost and conditions of renting the Jungle Gym are available from the office.
- The member/resident is responsible to clean the Jungle Gym after use

17.5 The Braai Venue

- Only members/residents may book the braai area.
- The member/resident will be held responsible for any damage and proper behavior of their guests.
- The cost and conditions of renting the braai area are available from the Estate office.
- The member/resident is responsible to clean the clubhouse after use.

18. NEWSLETTER / OFFICE

- 18.1 A updated newsletter/memo will be sent to advise and inform owners and residents of events and happenings within the Estate and surrounding areas.
- 18.2 Owners, residents are invited to participate by contributing any newsworthy items by way of editorials. Such should be submitted to the Office (Stoeptalk) for incorporation subject to suitability of content and space availability.
- 18.3 No advertisements by way of leaflets, pamphlets, etc. may be exhibited or distributed at the Gatehouse or within the Estate, but such can form part of or be included in the Newsletter.

19. CONDITIONS WITH REGARD TO PRIVATE BOREHOLES

Under no circumstances will individual owners be permitted to have boreholes on their Erven.

(B)

SECURITY:

ACCESS POLICY AND PROCEDURES

“Every time you break security protocol and regulations, you are making it easier for criminals to do the same”.

1. THE MAIN GATE

- a. Is reserved for Owners, Visitors and Emergency Vehicles only.
- b. (e.g. Police, Fire brigade, Ambulances etc.)
(E.g. Plumbers, Electrician, TV Repairs, Private Garden-Services)

- 1.1 The Company reserves the right to deny access to vehicles which it deems unsafe and or which may cause damage to the Company assets.
- 1.2 All visitors, contractors, delivery services etc. Entering the premises with any vehicle must produce a valid driver's license.
- 1.3 Measurements for moving vehicles:-

Maximum height = 3.5 m
Maximum width = 2.7 m
NO horse and trailers will be allowed – must be a solid axle vehicle.

All personnel/people involved with the vehicle must have valid identification before entry can be granted.

2. GENERAL

- 2.1 Security protocol at the gates must be adhered to at all times.
- 2.2 Under no circumstances may residents or any person other than the security personnel, the Estate Manager or members of the Committee be allowed into the Gate House.
- 2.3 Residents, visitors, builders and their Staff are required to treat all security guards in a co-operative and patient manner. The security guards are considered agents of the Company and as such are mandated to enforce the Company rules and regulations including imposing penalties.
- 2.3 No "outbursts" or any form of verbal abuse towards security guards will be tolerated.
- 2.4 Any misconduct in this regards will be punished with a penalty, the amount of which will be at the discretion of the Board/Estate Manager.
- 2.5 The access control system and procedures for permanent domestic workers of owners must be conscientiously enforced by every owner with respect to people in his / her employ. See also 2.12.
- 2.6 All owners must ensure that contractors in their employ adhere specifically to the security regulations of the Contractors Code of Conduct.
- 2.7 All attempts of burglary or instances of fence jumping must be reported to a member of the security staff, the Estate Manager or Security sub- committee immediately.
- 2.8 Security is an attitude; be aware that you need to enforce and apply security to make it work. Do not hesitate to question and / or apprehend suspicious looking persons.
- 2.9 The Estate will be manned by security 24 hours a day, and patrolled on a random basis.
- 2.10 The Company reserves the right to search any vehicles entering or exiting the Estate on instruction thereof.
- 2.11 The security center at the Gatehouse should be advised in advance of pending arrival of visitors where possible, in particular details of vehicle registration numbers and property to be visited should be provided.
- 2.12 New residents (owners / tenants / domestic workers) must be registered (must obtain relevant forms for completion) at the Estate office and must include details such as
 - a. Original identity document
 - b. Home telephone / cellular phone number
 - c. Email address
 - d. Physical address
 - e. Postal address
- 2.13 Residents on the perimeter wall are responsible for keeping any overgrowth clear of the electrified fence. The Estate reserves the right to clean the perimeter wall on both sides when required.

- 2.14 Residents on the perimeter fence must advise any visitors of the dangers pertaining thereto.
- 2.15 Members and / or residents may not issue instructions to security personnel and / or office staff or Company contractors.

3. ARMED RESPONSE AND HOUSE ALARMS

- 3.1 There is a permanent response vehicle stationed at the Estate. (Please contact the Estate office to receive detailed information).
- 3.2 Residents are not permitted to employ the services of "external" armed reaction units without prior written approval of the Company.
- 3.3 A resident may, at their own expense, post a security officer on their premises from the accredited security company as appointed by the Company. Residents are requested to inform the Estate Manager if they employ such a service.
- 3.4 Residents must inform the Estate Manager / security personnel when they will be away from their premises for a period in excess of two days, and to authorize personnel to enter their premises in the case of an emergency, failing which the Company reserves the right to enter the premises in the case of an emergency which includes but is not limited to situations where house alarms are not attended to for periods in excess of eight hours
- 3.5 If a home is to be occupied by a third party (house sitter) the registered resident is to advise the Company in writing failing which the Company reserves the right to deny access to such third parties.
- 3.6 Considering that the boundary walls are assets of the Company, Residents / members may not refuse access to their property if any form of maintenance (preventative or current) or repair is to be affected to the boundary wall / palisade fence or security related equipment.
- 3.7 Repairs and maintenance times will be coordinated with the Estate Manager.
- 3.8 Residents must be cooperative regarding any fence/wall related issues, as damages or destruction thereof poses a major security risk and impacts on all residents within the Estate.

4. ACCESS CONTROL FOR RESIDENTS AND VISITORS

- 4.1 Residents
 - 4.1.1 Only persons registered as permanently residing on the Estate may apply to be registered to gain access using the Estates access control systems.
 - 4.1.2 The Board or its appointed representative is authorized at its discretion to determine the conditions under which additional person may be registered.
- 4.2 Visitors to residents

4.2.1 Visitors / Guests / Contractors visiting the Estate must

- Produce an official form of identity/valid driver's license
- Complete the visitor's register

4.2.2 Visitors will be authorized to enter the Estate only once the registered resident has authorized same.

4.2.3 Register shuttle services appointed by residents and UBER VEHICLES may only enter the Estate if the resident concerned has made prior arrangements. Only the driver and the visitor will be allowed access.

4.2.4 Visitors / Guests / Contractors visiting the Estate must exit the Estate using the visitor's gate.

4.2.5 Failure to comply could result in the visitor being denied access and / or exit.

4.2.6 The visitor will be expected to comply with the instructions of the security personnel at the main gate.

4.2.7 Security may refuse access to any visitor under the influence of alcohol or drugs, where access is not authorized by the resident or otherwise in terms of these rules.

4.3 Other visitors

Prospective buyers will only be allowed into the Estate if accompanied by a registered and/or member appointed sales representative.

4.4 Domestic workers / Domestic spouses / Gardeners (full time)

4.4.1 The resident must complete the prescribed application form for permanent staff to be registered on the Estate access control system.

4.4.2 Full time domestic workers, and / or gardeners are to be reregistered every six (6) or twelve (12) months depending on the written confirmation received by the office, from the resident, failing which the Company reserves the right to remove their particulars from the access control system.

4.4.3 The owner accepts responsibility of all employees working on his/her premises.

4.5 Tenants, Visitors, Contractors and Employees

4.5.1 In the final analysis, the responsibility of enforcing the Rules rests with the member.

4.5.2 Should any owner let his property, he shall notify the Office in writing in advance of occupation, of the following:

- a. The name of the lessee,
- b. The period of such lease.
- c. Lease Agreement
- d. And agrees to inform the lessee of these rules.

- 4.5.3 The occupants of any property within the Estate are liable for the conduct of their visitors, contractors and employees, and must ensure that such parties adhere to the rules.
- 4.5.4 All owners must ensure that contractors in their employ have been registered and signed the Contractors Code of Conduct prior to commencement of work, and that they adhere to the stipulations of the contract at all times.

(C)

AESTHETICS GUIDELINES

WHICH INCLUDE CONTRACTOR'S/ OWNER BUILDER'S STANDARD CODE OF CONDUCT

INDEX

1. Introduction
2. The three design styles, with approved building material
3. Town Council guidelines
4. Building material that may not be used
5. Approvals of plans for newly build houses
6. Approval of plans for any renovation
7. Guidelines before construction can commence
8. Final aesthetic inspection
9. Maintaining the dam system
10. Landscaping and gardening on the open areas in the Estate
11. Landscaping and gardening on the stands
12. Renovation and or maintenances to any of the communal properties
13. Acknowledgement

1. INTRODUCTION

This Aesthetical and Architectural guidelines of Boardwalk Meander Estate (BWME) are there to look after what we have created and build over the years.

The question will be:

- What is the overall aesthetical look of the houses?
- What does the gardens look like.
- Is the infra-structure of BWME well maintained?
- In what way are we looking after the ecology of the waterways, the dams and the open areas in the Estate?
- But surely and then the most important, how are we going to maintain our investment for the future.

To achieve these goals the HOA of BWME has appointed an Aesthetical Committee with the following goals.

- a. The approvals of plans for newly build houses that will compliment one of the following South African cultural and regional backgrounds.
 - i. The Western Cape architecture,
 - ii. Victorian/Colonial style of the Eastern Cape and KwaZulu-Natal and
 - iii. Old Transvaal Farm Style.
- b. The approving of plans for any renovation to the outside of houses already being build which will include swimming pools and re painting of the houses.
- c. Maintaining the dam system and removing of all invasive plants.
- d. Landscaping and gardening on the open areas in the Estate like planting and maintaining of trees and to see that these areas are neatly mowed.
- e. The renovation or maintenance to any of the communal properties like buildings, roads, dams, walkways and or gardens of the Estate where necessary.

2. GENERATORS (SEE POINT 2.2.7 BY RULES)

3. SOLAR PANELS

Any installation of solar panels to be submitted to Office for aesthetic approval.

4. CAR PORTS

Any erection to be submitted to the Office to obtain aesthetic approval/s.

5. WATER TANKS

Are permitted subject to the following:-

- a. Aesthetical approval granted.
- b. Neighbors permission has been granted.

BUILDING PROCEDURES IN BOARDWALK MEANDER

1. THE THREE DESIGN STYLES WITH APPROVED BUILDING MATERIAL FOR BOARDWALK MEANDER

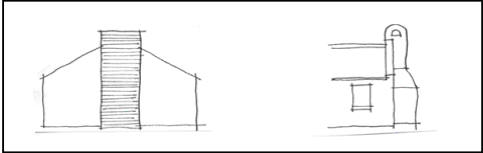
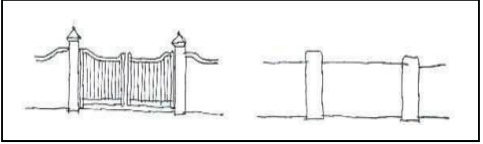
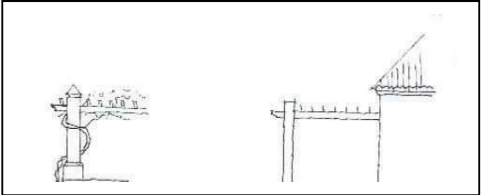
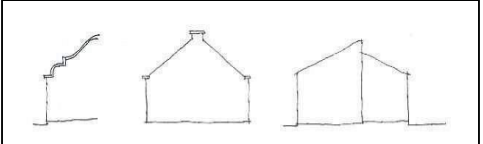
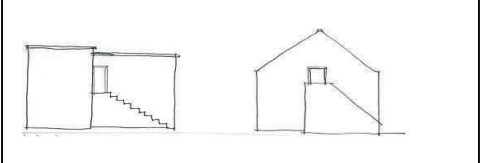
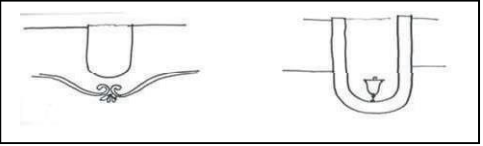
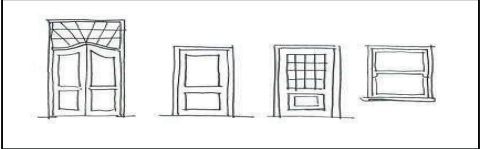
There are three demarcated areas in the Estate, each with their distinct design style and theme. It is advised that every owner familiarize them with these requirements in the area they are staying in.

1.1 Western Cape

- 1.1.1 The style of the Western Cape has a dominant look but once again the idea is not to copy the style, rather use the elements that made this style so distinctive and adapt these elements to a modern application.

Roof covering	Thatch roofs, Chromadek roof sheeting, slate roof tiles, flat concrete roof tiles or flat concrete roofs
Roof colors	All shades of grey, charcoal and black
Structural walls and screen walls	Plaster and paint (rough or smooth) or bagging and paint or washing and paint. Red face brick or semi-face brick finish will be allowed on the plinths and brick panels in special circumstances as indicated on the S.D.P.
Paint colors on the outside	Light sandstone, white, off-white, broken white or pearl white.

- 1.1.2 Architectural elements and details to be used; some of the following Western Cape elements could be used but in a modern application:

Exposed chimneys at the fire places	
White washed garden walls with timber gates	
Pergolas with brick and plastered columns and timber trellis	
Typical examples of gables	
External loft stairs	
Arches in screen walls	
Typical doors and windows	
Paving and external tiling	
The provision of verandas, porches and pergolas are encouraged	

1.2 Victorian / Colonial (Eastern Cape and Kwazulu-Natal)

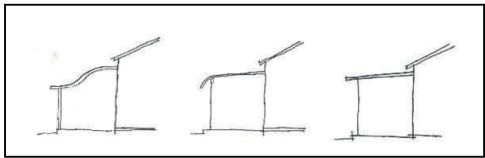
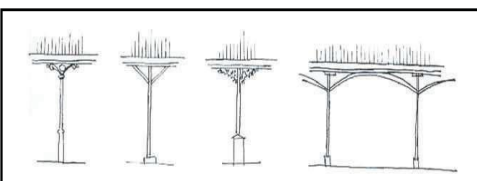
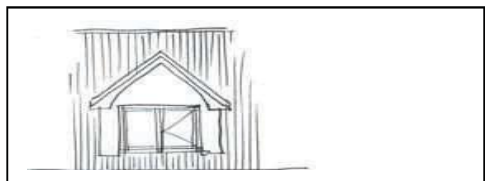
1.2.1 During this period more building materials became available and different finishes resulted in this.

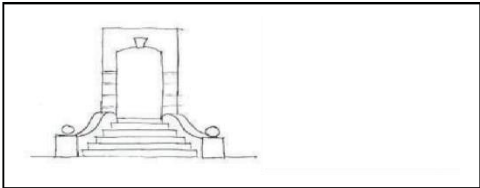
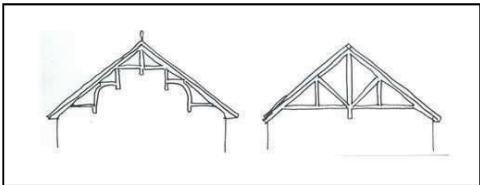
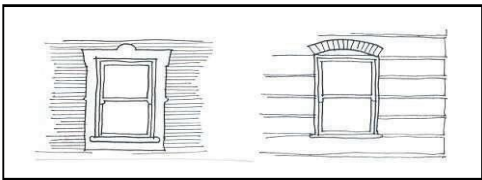
1.2.2 The use of traditional elements, adapted to modern applications, will be encouraged as far as possible.

1.2.3 The Vernacular country styles found during the colonial times will also be acceptable. It will be good to use the internet for more info on this country style.

Roof covering	Chromadek roof sheeting or concrete roof tiles.
Roof colors	A single shade of red, terracotta, charcoal and green
Structural walls and screen walls.	Red face bricks, with flush joints and corner stone or plaster work. Stonewalls or stone cladding. Red face bricks with white plaster reveals around the windows and white copings on the walls. Screen walls must be brick walls with any of the above finishes and cast iron details on top.
Paint outside	Ground colors

1.2.4 Architectural element and details that could be used

Roofs over the verandas could be bent or curved	
Brackets supporting covered verandas, details	
Dormer windows in roofs, timber louvres at the window	

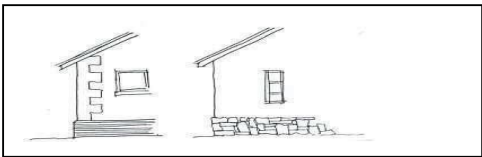
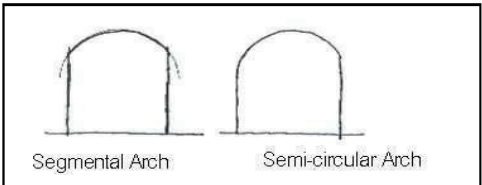
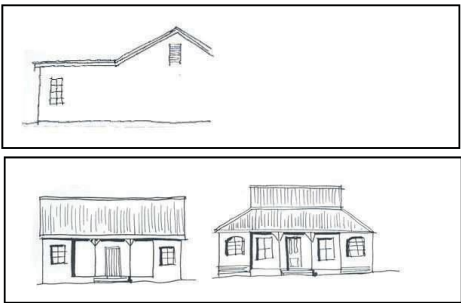
Steps leading to front door could have a classis shape to it	
Exposed painted trusses to be used on the gable ends	
Consideration should be given in using these examples	
External doors, solid panels in a traditional pattern	
Paving and external tiling	
The provision of verandas, porches and pergolas are encouraged	

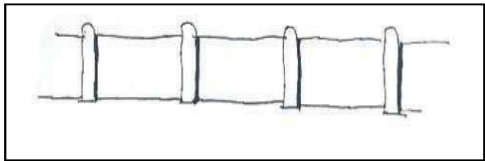
1.3. Old Transvaal or farm style

1.3.1 Although there are some similarities between this Farm style or sometimes referred to as Old Pretoria style and the Victorian style, the Farm style is much simpler and less ornate. Once again, it is encouraged that the traditional elements of this style be adapted to modern applications.

Roof covering	Slate roof tiles, flat concrete tiles, Chromadek steel roof sheeting and flat concrete roofs to form a link between roofs.
Roof colors	Single shade of red, black or charcoal.
Structural walls and screen walls	The building materials used during this period was mostly bricks or stone, the finishes were plaster or bagging. The plinths were also mostly exposed bricks or stone. The openings in the walls were given an arch, varying from segmental to semi-circular because of the lack of steel reinforcing. The finishes could be plaster or bagging.
Paint outside	Soft pastel colors or earth colors

1.3.2 Architectural element and details that could be used

Plinths	
Arches – very plain	
Lean-to “Stoop” roof Enclosed covered stoops	

Plain plaster and painted garden walls	
Consideration should be given in using these examples	
External doors, solid panels in a traditional pattern	
Paving and external tiling	

3.3 Architectural element and details that could be used

2. TSHWANE MUNICIPALITY AND ESTATE GUIDELINES

In the design of a house or alterations to an existing house take note of the following rules laid down by the Tshwane Municipality.

It will be important for the Aesthetic committee to make sure these rules are implemented in the Estate. The Aesthetics Committee will also have to report any breach of the national building laws or bylaws to the local authorities.

2.1 Coverage on the stand

2.1.1 Only one house to be built on a stand.

2.1.2 The maximum height of a house with two storey's may not exceed **eight and a half meters** (8.5 m) from natural ground level, including the roof. (This is called the footprint of the house) In case of thatch roofs the maximum height is **ten meter** (10 m).

3. FOOTPRINT OF THE HOUSE (Annexure A)

The footprint as mentioned in 3.a.ii will be important, to determine the real height of the house.

3.1 This must be done in the following way;

- Take a vertical measurement in the middle of the laid plans of the house.
- This measurement must be taken from the original ground level of the stand.
- This measurement must not exceed 8.5m.

3.2 The coverage of a single story house may not be more than **Sixty percent** (60%) of a stand.

3.3 The coverage of a double story house may not be more than **fifty percent** (50%) of a stand.

3.4 The minimum size of a house, excluding garages and outbuildings, should not be less than **two hundred square meters** (200 sq. m).

4. BUILDING LINES

4.1 Single story houses must be built **five meter** (5 m) from the street boundaries except for covered stoops, verandas and porches, which may be three meter from the street boundary.

4.2 Double story house must be built **five meter** (5 m) from the street boundary for ground floor and for the first floor.

4.3 Side Spaces left open on each side of a single story house must be **two point two five meter** (2.5 m) from each side boundary.

4.4 Side Spaces left open on each side of a double story house must be **three point seven five meter** (3.75 m) from each side boundary.

4.5 Back Spaces left open must be **three meter** (3 m) for single story and double story houses.

4.6 Bordering open places. In the case of a side space or back boundary, bordering onto a public open space, the building line will be **five meter** (5 m). In the case of more than two open boundaries, relaxation may be granted as indicated on the site development plan.

5. STAND BOUNDARIES

5.1 It is appreciated that the diverse nature of single residential neighborhoods' will lead to a variety of treatments to the street boundary. Every effort must be made to avoid the hostile "canyon like" effect that high solid walls along streets cause in many residential areas. In order to enhance the appearance of sidewalks and the street scope of the general estate, the following guidelines will apply.

5.2 Street Boundary

The street boundary must be completely open with no boundary walls or fences within the five meter restricted area. Application may be made for the relaxation of this ruling, but only under the most extreme cases will it be granted in which case the maximum height shall not exceed **one point two meter** (1.2 m) from natural ground level as measured from the street side of the boundary. This height will also apply where hedges are planted as a fence.

5.3 Side Space

The side walls between properties may be a maximum of **one point eight meter** (1.8 m) high over the extent of the boundary except for the last five meter adjacent to the street boundary which shall not exceed a height of **one point two meter** (1.2 m) (see item c.1). This height will also apply where hedges are planted as a fence.

5.4 Plastered boundary

Owners who construct plastered boundary walls are responsible to ensure that both sides of the wall are plastered and painted. In the case of greenbelts, open spaces and servitudes an application can be made for a one point two meter palisade type fence with columns.

5.5 Dam Fronts

Application may be made for a **six hundred millimeters** (600 mm) high stone wall in the front of the house **(Annexure B)**.

5.6 Park Boundary

The park boundaries must be completely open with no wall or fences within the **five meter** (5m) restricted area. In the case of a stand having more than two park or street boundaries, application may be lodged for a relaxation of this rule.

6. BUILDING MATERIAL THAT MAY NOT BE USED IN THE ESTATE

Due to the unique layout and the three demarcated areas in the Estate, each with their own style and theme, certain building materials may not be used in the Estate.

6.1 Building material that may not be used on the outside of a house

- 6.1.1 Unpainted plaster walls.
- 6.1.2 Unpainted reflective metal roof sheeting.
- 6.1.3 Unpainted galvanized sheet metal flashing.
- 6.1.4 Steel framed windows.

6.2 Structures that will not be allowed on any stand, even if it is not visible from the street.

6.2.1 No precast concrete walls as boundary walls.

6.2.2 Thatch roof Lapa's.

6.2.3 Alone standing wood panel fencing. Constructed pillar fences with an opening may be filled with a proper picket fencing. Approval for the erection of these fences must first be obtained from the Aesthetic Committee.

7. APPROVALS OF PLANS FOR NEWLY BUILD HOUSES (Annexure C)

Owners have to familiarize themselves with this procedure. It will also be in their own interest if there Architect, contact the estate approved architect beforehand as not to waste time and money of the owner.

7.1 The Board approved architect is the consulting architect to act on their behalf in seeing that the building plans comply with all the guidelines before approved by the aesthetic director.

7.2 These guidelines and rule are attached. (Annexure D)

7.3 Procedure for approval of plans

Step one	Download an application form from the estate approved architect.
Step two	It is advisable that the architect of the client, who must be registered at the South African Council for the Architectural Profession (SACAP) consult with the architects, prior to designing the proposed house to determine the intent of the design parameters set for the development. Consultations will be per appointment and a fee will be determined annually.
Step three	Submit form 1001 and relevant documents with one paper copy of the plans to the architect. (Annexure E)
Step four	Submission of the plan to architects includes a non-refundable approval fee that will be determined annually.
Step five	The Board approved architect will notify the owner/owner's architect of corrections to be implemented on the plan if necessary. If all corrections have been made a second submission must be made to the Board approved architect. If the plan is correct, the architect appointed by the owner must submit four copies of the plan to the Board approved architect for final approval. The plans will then be sent to the aesthetic director for final approval.

Step six	After approval of the plans by the estate appointed architect and the aesthetic director these plans, with the approval stamp of the estate, have to be submitted to Tshwane Municipality for final approval before any construction may take place. This last submission must be done by die owner.
----------	--

8. APPROVAL OF PLANS FOR ANY RENOVATION

If any renovations or alterations to the outside of the house are made which include garden structures being build, plans must be submitted for approval to the Board approved architect who will submit the plans to the aesthetics director.

8.1 Renovations to the outside of the house consist of the following:

8.1.1 Plans for the building of swimming pools. The same steps will be followed to approve the swimming pool as with new houses and the plans must be submitted to Tshwane Municipality for approval.

8.1.2 Changing the paint colors of the house

8.1.2.1 Examples of the new colors have to be painted on the walls indicating the preference. The Aesthetics Committee/Estate Manager will come and approve these colors on site.

8.1.2.2 If the same colors are used, just notify the office of the work to be done.

8.3 Any renovations or alterations to the outside of the house and in the garden.

8.3.1 No alterations may be done to the outside of the house without submitting plans to Architects.

8.3.2 It is common practice in the Estate that neighbors must be informed of the activities going to take place.

9. GUIDELINES BEFORE CONSTRUCTION CAN COMMENCE

The following steps must be followed when any building activities are going to take place.

Step one	Notify the office of any building activities that are going to take place.
----------	--

	<p>Notes</p> <ul style="list-style-type: none">- Any construction on a vacant stand must commence and be completed within one year from date of registration of ownership.- Failing to start with construction within one year, will result in penalties which, as per registered articles of association, the levy account will be doubled for every one year that construction is overdue, such a penalty will be maximum of three times the basic levy, and will be enforced until such time that a certificate of compliance has been issued.
Step two	A building performance deposit of twelve thousand rand (R12 000.00) and three thousand rand (R3 000.00) for alterations must be paid to the MEHOA which will be held in trust (interest free).
	<p>Notes</p> <ul style="list-style-type: none">- The deposit amount will be used in the event of a breach of non-performance to remove rubble or damage caused by a contractor of his sub-contractor/s or suppliers on curbing, landscaping, community services, roads, irrigation, etc. and for any outstanding spot fines.- This deposit shall only be released after the occupation certificate have been issued by Tshwane Municipality and all other certificates as mentioned are submitted to the Board approved estate architect and the aesthetic director.- The MEHOA will then only release the deposit to the owner.
Step three	Registration of the building contractor and his workers must be done at the office.
	<p>Notes</p> <ul style="list-style-type: none">- As the building within the residential estate will be constructed over a considerable time period, guidelines have been formulated for the benefit of residents.- These guidelines are available at the office on request.

The Aesthetic Committee will utilize the standard BWME inspection document (**Annexure F**) as the checklist for all inspections. The Project manager as well as a member of the Aesthetics Committee must sign this document with each inspection.

The Estate will keep this document on file and a copy will be released to the Project manager if wanted. (See point 8 for detailed information)

9. FINAL AESTHETIC INSPECTION (Annexure G)

- 9.1 Final Aesthetic inspection is done to ensure that all houses are as indicated on the approved plans before the building performance deposit can be refunded.
- 9.2 The final inspection will only be done on request from the owner and please note the following:
- 9.2.1 The house must be the same as the approved plans on file at the Aesthetics Committee.
- 9.2.2 All elevations, balconies, windows, roof and boundary walls must be as approved plans and all finishes must be complete and neat.
- 9.2.3 If the dwelling deviates from the approved plans, "as built" plans must be submitted for approval by the committee depicting all variations. A resubmission fee of **one thousand Rand** (R 1000.00) will be charged.
- 9.2.4 The house has to be completed to such an extent that the owner can move into the house, the intention is that all building activity has been completed and all contractors are off the Estate.
- 9.2.5 Please note that final aesthetic inspection will only be done after the following certificates have being obtained:
- Electrical
 - Plumbing
 - Gas
 - Glass
 - Engineer
 - Occupation
 - Roof and
 - Occupational certificate
- 9.2.6 The Aesthetics Committee will arrange for the deposit to be paid back if the inspection was successful and there are no outstanding penalties against the builders and or home owners.

10. MAINTENANCE PROCEDURES IN BOARDWALK MEANDER

- 10.1 The system running through the Estate consists of two streams, one the Faery Glenn stream and the other a storm water river being built. These two streams with numerous storm water inlets lead into a dam system consisting of 5 dams. These dams overflow, the one into the other, with marshlands being developed between some of the dams.

Water from the last dam then runs under the road at the end of the Estate into another Estate (Boardwalk Manor).

Although the water right of this system belongs to the state we have to maintain the surrounding areas of this system.

With this in mind the Estate has got the responsibility to:

- a. Remove all invaders as this proclamation indicates: (The Conservation of Agricultural Resources Act, No. 43 of 1983, as amended in March 2001).
- b. This proclamation regulates the control of weeds and invasive plants and provides a list of declared invasive plants, which have been divided into three categories.
- c. Keep the area around the dams, walkways and on the dam walls clean, mowing the grass regularly and remove any debris.
- d. Keep the dams clean of watercress and other invasive water plants.
- e. Controlling the growth of *Phragmites Australis* (Fluitjiesriet) in the dams.
- f. Encourage the indigenous birdlife.
- g. Encourage the indigenous fish live by allowing angling of invasive fish species as arrange.
- h. Planting of as much as possible indigenous vegetation around this area and maintaining these plants.
- i. Maintaining the irrigation system running along the pathways close to the dam system.
- j. Try to stop the amount of debris flowing into the dams from the outside of the Estate.
- k. Maintain the bird hides being build and other projects around this area to be erected.

11. LANDSCAPING AND GARDENING ON THE OPEN AREAS IN THE ESTATE

There are numerous open areas in the Estate as well as outside the Estate that needs to be maintained in such a way that it is acceptable to the owners living here.

The Company has appointed a garden service to do this work under the supervision of the Estate Manager. This contract will have to be renewed on a yearly basis.

In short, the responsibility in this field will be; according to the SLA

- a. Remove all invaders as proclamation of an act. (The Conservation of Agricultural Resources Act, No. 43 of 1983 as amended in March 2001), this law sets out the regulations regarding the control of weeds and invasive plants and provides a list of declared plants, in which they are divided into three categories.
- b. Removal of these invasive trees will be done at an extra cost for the garden service.
- c. Clean the garden beds, mowing the grass and removing any debris in the following areas:

- Boulevard and Olympus area
 - Office area
 - Beds at the five circles
 - Swimming pool areas
 - Children's playground area
 - Cleaning of all the empty stands on a monthly basis.
 - Sidewalks and pathways
 - Green areas
 - Cutting of the perimeter
- d. Encourage the indigenous birdlife.
- e. Planting of as much as possible indigenous vegetation around these areas and maintaining these plants.
- f. Maintaining the irrigation system running along the pathways and at all the garden beds.
- g. Maintain the bird hides being build and other projects around this area.
- h. Fertilize the gardens
- i. Cutting of low hanging branches along the pathways and at the traffic circles
- j. Removal of all garden debris out of the Estate will not be part of the contract as the amount will differ from time to time.
- k. It will be the responsibility of the HOA to foresee that there are store and toilet facilities available for the garden service.

12. LANDSCAPING AND GARDENING ON THE STANDS

While gardening inside the boundary walls of a stand is for the prerogative of the owner there will be rules he will have to obey to:

- a. No boreholes are allowed on the stands.
- b. Any permanent structure in the garden must be indicated on the plans:
- Koi fish ponds
 - Walls being built in the garden
- c. The planting of indigenous trees will be encouraged.
- d. Trees can only be planted three meters from the road curving and not closer.

- e. Hedges planted as screen or boundary walls:
 - In front of the house, not higher than one and a half meter.
 - Against the sides of the house, not higher than one point eight meter.
- f. Gardens not maintained by the owners:
 - The HOA have the right, after one written warning to maintain such a garden on a weekly basis until the owner maintain the garden himself
 - Cost of this maintenance will be prized by a garden service company.
 - This cost will be added to the monthly levy of the owner.
- g. No garden rubble will be removed by the Estate and may it be that rubble is building up on a stand. This rubble will be handled in the same way as the garden maintenance (11(f)1).
- h. Owners are responsible to cut low hanging branches on trees on their stands if:
 - these branches are hanging over the walkways
 - branches are hanging
 - over the roads
 - obscuring streetlights, traffic signs or driveways

This rubble will be handled in the same way as the garden maintenance (11(f)1).
- i. Owners must make sure that no trees or shrubs may be an obstacle for the neighbors.
- j. Owners living along greenbelts and open areas may garden in these areas:
 - A garden plan with a list of plants must be submitted to the Estate Manager
 - Owners that get approval for these garden beds must maintain these gardens.
 - If these gardens are not maintained, the Estate will maintain the garden and handle this in in the same way as with the garden maintenance (11(f) 1).
- k. Owners living on the perimeter will be responsible to see that no vegetation of any kind must interfere with the electric fence.
 - If the owner does not comply the Estate will maintain the garden and handle this in the same way as with the garden maintenance (11(f)1).

13. RENOVATION AND/OR MAINTENANCE TO ANY OF THE COMMUNAL PROPERTIES

The renovation or maintenance of any of the communal buildings, pathways, and roads will be an ongoing process that needs immediate attention.

- a. The daily maintenance will be coordinated by the Estate Manager.
- b. This maintenance will be performed inside the budget being approved at the AGM.
- c. Any maintenance project that is not on the current budget and needs urgent attention must be approved by the Board of Directors.
- d. No gardening/planting can be done on any communal areas without the approval of the Aesthetic Director/Estate Manager.

14. ACKNOWLEDGEMENT

Owners and or Project Managers must make sure that they fully understand the document and undertake to comply with the aforementioned.

OWNER

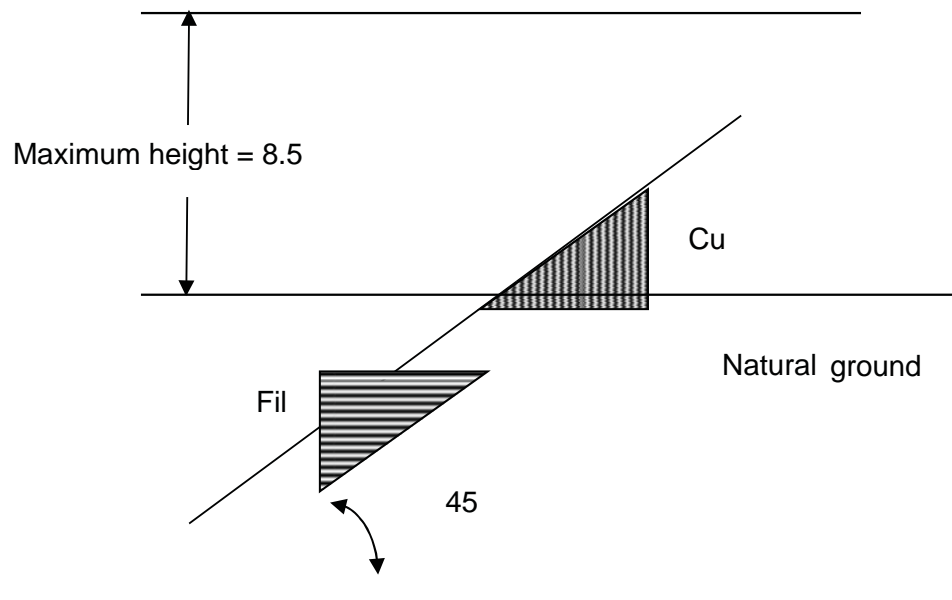
PROJECT MANAGER

STAND NUMBER/STREET ADDRESS

DATE

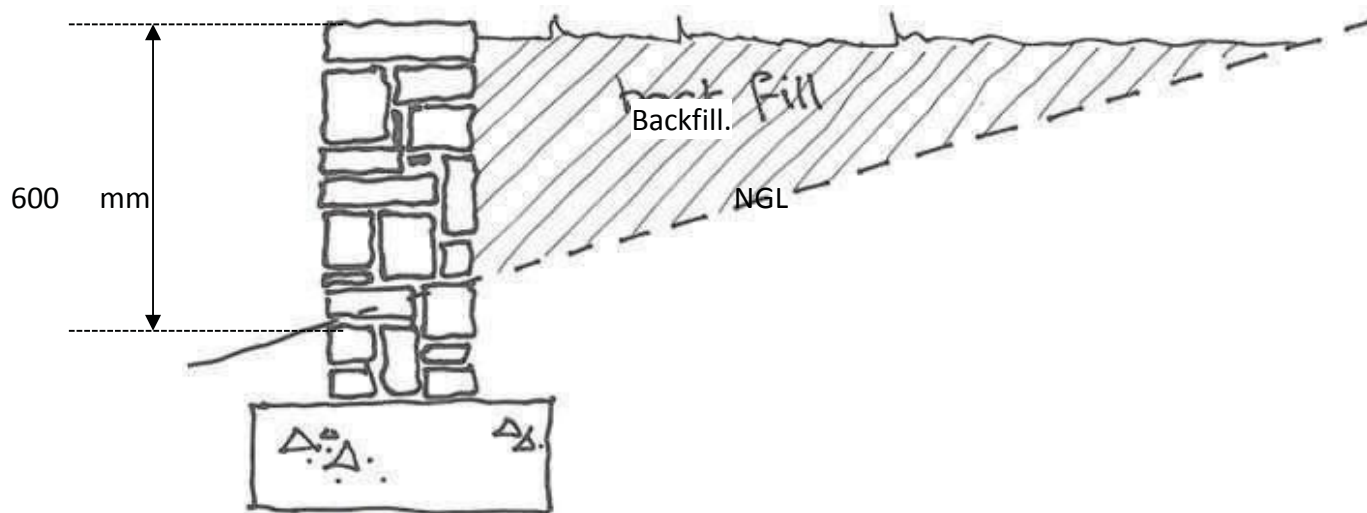
Annexure A

Footprint of the house



Annexure B

Detail of natural stone wall at water front



Annexure C

Procedure for approval of plans

1. First scrutiny

If approved – provide 4 extra copies – send to Tshwane Municipality for approval – not done by Board approved architect unless arranged

If not approved – Resubmit

2. Second scrutiny

If approved – provide 4 extra copies – send to Tshwane Municipality for approval - not done by Board approved architect unless arranged

If not approved – resubmit with proof of payment of 50% of scrutiny fee

3. Third scrutiny

If approved – provide 4 extra copies – send to Tshwane Municipality for approval - not done by Board approved architect unless arranged

If not approved – resubmit with proof of payment of 50% of scrutiny fee

To be re-designed

1. Orbic change to Board approved architect
2. Council change to Tshwane Municipality

Annexure D

Before submission of plans keep the following rules in mind

The privacy of surrounding properties has to be considered. For that reason windows at all newly build houses on the upper story that overlook the living space of the adjacent dwelling have to be obscured.
No staff accommodation must be nearer to the street than the main building unless contained under the same roof or integrated into the overall design.
Staff accommodation and kitchen areas must open onto screened yards.
Outbuildings and additions must match the original building design in style, elevation and material usage. All plans must indicate at least one double enclosed garage and this must be built in conjunction with the original dwelling. No flat roofed carports will be permitted or any other steel carports.
Yard and screen walls must compliment the basic materials of the buildings and be indicated on the plans.
No dog kennels, caravans, boats or trailers are to be visible from the road and may not be placed in the restricted side space (building lines).
No pre-fabricated garden sheds or "Wendy houses" will be allowed on the Estate.
No shade netting may be used for carports or any other coverage.
Solar heating panels, if used should be incorporated into the building and form part of the basic structure and should be clearly shown and annotated on the approval drawings. It may not be visible on the street elevation and only flat type will be allowed.
Awnings heating panels, if used should be incorporated into the building and form part of the basic structure, are to be clearly shown and annotated on the approval drawings. It may not be visible on the street elevation and only flat type will be allowed.
To prevent visibility of air conditioners from the street, they may be enclosed using materials similar to that of the basic structure. In such cases the enclosure should be designed so as to appear as if it forms part of the basic structure.
Air conditioners should not cause an audible disturbance to the neighbor, and must be enclosed and aesthetically pleasing and painted the same color as the walls.

<p>A member may apply to the aesthetics committee for relaxation of the position of satellite dishes which are mounted at either the back, or side of the basic structure. Relaxation will not be considered for satellite dishes which are prominently visible from a street front, but will be considered on those properties which are bordered by two or more street fronts.</p>
<p>All exposed plumbing and washing lines must be fully screened and not be visible from the street elevations and other elevations onto adjoining properties. In the case of flat roofs, all geysers must be installed inside the houses so that it is not visible from the outside.</p>
<p>No deviations from the approved drawings will be permitted unless the deviation is resubmitted and approved in writing prior to construction.</p>
<p>All steel fences, gates, burglar bars and hand railings must be shown on the plans and complement the style of the house. No external burglar bars will be allowed.</p>
<p>External lights must not illuminate neighbor's property. Only up / down and / or sideways illuminating lights may be used.</p>

Please note, no construction will be possible unless:-

- Water connection is installed.
- Toilet system is installed on the main sewerage line.
- Building deposit has been paid.
- All outstanding levies and fines have been paid.
- An inspection has taken place by the Aesthetic Director or the Estate Manager.

For official use only					
Building deposit paid		Yes		No	
Receipt No					
Payment type	Cash	Cheque	Transfer	Signature	
Levies paid	Yes	No	Date		

Annexure F

RULES FOR THE OWNERS AND PROJECT MANAGERS

1. INTRODUCTION

- 1.1 The reason for this document is to make sure that owners, builders, contractors and project managers working on a stand, knows the rules and regulations implied on building stand or for renovations taking place at an existing house.
- 1.2 The signing of this document keeps the owner and the project manager liable for the daily activities on the stand.

2. LEGAL STATUS

- 2.1 If it happens that the following rules are not followed, the HOA reserves himself the right to stop any activities on the site until such time the rules are followed.
- 2.2 This may not happen before three written warnings were given to the project manager and also notifying the owner of the stand.
- 2.3 Take note that the Aesthetics Committee/Estate Manager can at any time pay a visit to the building site.

3. SITE PREPARATION

- 3.1 The following steps have to take place before any construction may take place

3.1.1 Building deposit

No site preparation can take place if the building deposit has not being paid. Proof of payment must be attached to document 1001 on the owners file.

3.1.2 Outstanding levies

There must be now outstanding levies or fines on this stand.

3.1.3 Screening of the building stand

- a. Screening of the building stand
- b. Screening of the stand has to be done on all the open sides of the stand.
- c. The stand needs to be screened of by a shade netting 1.8 meters high.
- d. Anchor poles must be cemented to secure the screening.

e. Shade netting must be secured on a top wire, the middle wire and the bottom wire. The shade net has to be attached to all three these wires as indicated.

f. A double farm gate must be erected so as to lock the site every night.

g. Screening may be done along the roadside if there is no paved walkway.

3.1.4 Water connection

Connection of the water must be organized with the Tshwane Municipality before any building activities can take place.

3.1.5 Toilet connection

No chemical toilets will be aloud. The builder's toilet must be connected to the existing sewerage line.

3.1.6 Registration

a. Project managers will have their fingerprints captured at the office for an amount of one hundred and thirty Rand. Sub Contactors and there workers will organize their access with the Project manager or the owner and must be registered at a cost of R110.00 per person.

b. All workers who do not register will only have access to the Estate with ID, passports, driver license or residential permits in the case of foreigners.

3.1.7 Contractors display boards

Contractors display board may be erected on the building stand. No display boards of sub-contractors will be aloud.

4. DAILY ACTIVITIES ON THE BUILDING SITE

4.1 Construction hours

4.1.1 Monday to Friday 07:00 to 18:00

4.1.2 Work outside these hours will only be granted in very special circumstances.

4.1.3 No work, inside or outside a building site will be allowed on public holidays or on weekends.

4.1.4 Every year the HOA will decide on the dates of closing the Estate for the builder's holidays in December.

4.2 Delivery and delivery hours

4.2.1 Monday to Friday 07:00 to 18:00

4.2.2 Deliveries outside these hours will only be granted in special circumstances.

4.2.3 No deliveries, to a building site will be allowed on public holidays or on weekends.

4.2.4 Delivery trucks weighing more than thirty tons will not be allowed in the Estate. This includes articulated trucks.

4.3 Rubble removal

4.3.1 The building site has to be kept clean at all cost.

4.3.2 Rubble on the building site has to be removed on a Friday.

4.3.3 No burning of rubble will be aloud.

4.4.4 No dumping on vacant stands, even if the owner of the vacant stand allows will be allowed.

4.5 Storage of building material

4.5.1 No deliveries and storage of building material on a vacant stand will be allowed even if the owner of this stand gave permission.

4.5.2 The placing of the storage facility and the toilet must be negotiated with the Manager in order to provide privacy for the neighbors around the building site.

4.6 Workers

4.6.1 The Project Manager will be responsible for applying for permits for workers. These applications must include the valid identify documents of the worker.

4.6.2 These permits will be valid for the duration of the building project.

4.6.3 Contractors and workers are not allowed to leave the site other than in a vehicle.

4.6.4 No cooking fires will be allowed on the building site

4.6.5 No worker without an ID / passport with valid work permit or asylum seeker paper will be allowed in the Estate.

4.6.6 Workers will not be allowed to congregate.

4.7 Penalties

4.7.1 Fines will be issued for the following:

- a. Not obeying the traffic rules like speeding and reckless driving.
- b. Spill of oil, cement on the tarmac
- c. Damage to Estate property like kerbs, pathways, trees and traffic signs.
- d. These fines will be issued to the owner of the stand who is liable for payment.

4.8 Entering the Estate

4.8.1 Vehicles must enter the Estate through the visitors' gate, filling in the logbook.

4.8.2 Passengers are to disembark from the vehicle and enter through the visitors' turnstile when entering and leaving the Estate.

4.9 General

4.9.1 A copy of the building plans must be displayed in the house being build or available at the building site at all times.

4.9.2 All Project managers will follow the inspection schedule and will arrange for such inspection at the office.

4.9.3 The Aesthetics Committee must be informed of any changes to the approved planes before these changes can be done. These changes must be indicated on the original plans at the office.

4.9.4 The MEHOA secure the entire Estate so that no night guard will be required on the building stand.

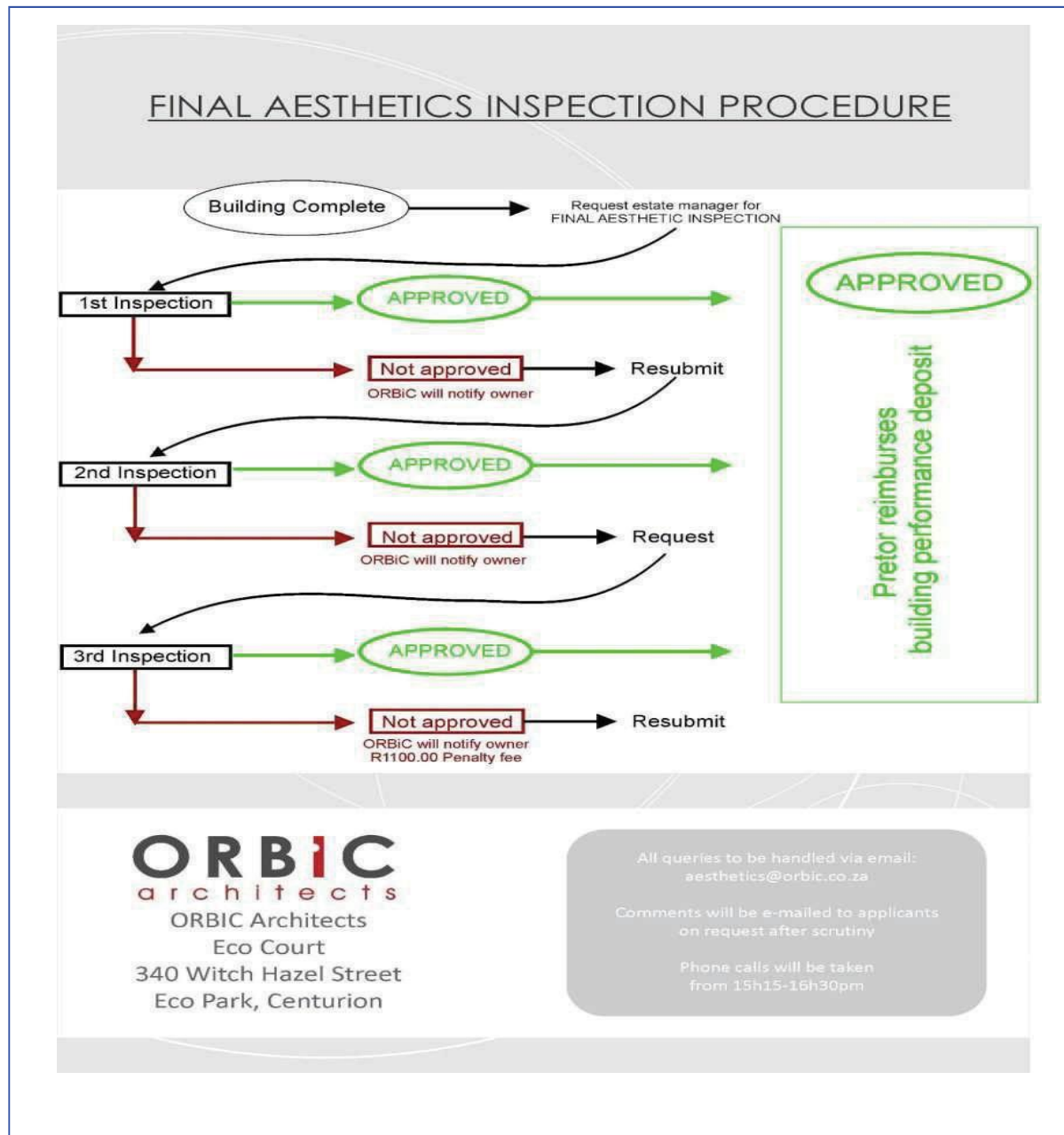
Annexure F (1)

THIS INSPECTION REPORT IS COMBINED WITH THE PLANS AND IS SIGNED OFF ON SITE		
INSPECTION	INSPECTOR	SIGNATURE
ONE	The site is cleaned and the floor plan of the house is marked out on the site.	
TWO	Before foundation is poured	
THREE	During the pouring of the floor	
FOUR	At slab height	
FIVE	Happen on the day before the slab and where necessary stairs is poured	
SIX	Before roof tresses is put up	
SEVEN	Happen after roof tresses and plates is put up but no ceiling	
EIGHT	Happen when site is so developed that the Aesthetic value of building is drawing outside attention	
NINE	An pre-inspection will be done just before final inspection is signed off	
FINAL INSPECTION	<p>Final inspection will take place after garden lay-out is finished and all certificates named here have been handed in for filing at the Office.</p> <p>Certificates (where applicable) - Foundation, slab and stairs (Engineer), Gas, Electricity, Plumbing, Roof construction, Tshwane Municipality, Glass</p>	

Annexure G

Final Aesthetics inspection procedure

1. Building complete – request estate manager for final aesthetic inspection.
2. First inspection – if approved – request to Pretor to reimburse building deposit.
If not approved – Board approved architect will inform owner – resubmit.
2. Second inspection – if approved – request to Pretor to reimburse building deposit.
If not approved – Board approved architect will inform owner
3. Request a third inspection – if approved – request to Pretor to reimburse building deposit.
If not approved – Board approved architect will inform owner – R1 100.00 penalty fee will be paid to the architect by the owner – resubmit.



BOARDWALK MEANDER HOME OWNERS ASSOCIATION NPC
REGISTRATION NUMBER: 2002/001628/08

PROXY FORM

I/We _____ ID number _____

the owner of stand number(s) _____ and being a member of the above mentioned Home Owners Association and entitled to vote, do hereby appoint:

Mr./Ms. _____ ID number _____

of stand number(s) _____, or failing him/her to attend the meeting, the Chairman of the meeting, as my/our duly authorized representative to vote on my/our behalf at the Special & Annual General Meeting of the Home Owners Association to be held on _____, or at any adjournment thereof.

NOTE: Unless specified differently, the holder of this proxy may vote as he/she deems fit on all resolutions tabled at the meeting.

In terms of Section 63 of the Companies Act, the holder of this proxy must provide satisfactory identification to participate in the meeting.

In terms Section 59 of the Companies Act, the record date determined by the Directors shall be 24 hours prior to the commencement of the meeting; an owner will not be allowed to vote at the meeting if any amount due to the Company remains outstanding at this date

Signed on this day of _____ 20 _____

SIGNATURE OF OWNER _____

Please sign and return this form immediately to

Pretor Group
Private Bag X115
CENTURI
N 0046

For Attention: Dave Green
Fax no: 086 502 1836
E-mail: daveg@pretor.co.za

Note: Proxies shall be in writing and handed to the Chairperson, the registered office of the HOA or the Estate office manager prior to the commencement of the meeting at which the person named in the proxy proposes to vote. Any default of complying herewith, will result in the proxy being invalid.