ELGIN VILLAGE

RESIDENTIAL BUILDINGS:
ARCHITECTURAL DESIGN & ENERGY RELATED GUIDELINES

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1.0 INTRODUCTION

1. General characteristics of Elgin Village

Elgin Village is a unique mixed-used development of residential and business properties in the environment of a working apple farm. The site offers a spectacular natural environment, streams, its own wetland and many mature trees and gardens. The views across the neighbouring farm towards the Groenlandberg are unsurpassed.

The total area of the village is approx 20ha, comprising 49 existing houses, 25 residential erven (Res 1), 5 business erven (Bus 2), and open space erven (Open space 2).

The following characteristics of the existing buildings have been identified:

- small scale.
- fragmented forms in plan & elevation;
- steeply pitched roof;
- pale painted walls with emphasis on clearly defined voids;
- solid wall planes to exceed 75%;
- simple & unadorned;
- open to street.
- agricultural – orchards, veg gardens.
- lush / verdant.
- big trees & hedges
- not uniform in style
- not uniform in size
- not uniform in construction
- untidy at street boundaries
- neglected
- “ad-hoc add-ons”
- industrial / railways aesthetic

2. Purpose of the Architectural Guidelines

A manual of Architectural Design and Energy Related Guidelines (Architectural Guidelines) has been drawn up by the Home Owners Association (HOA) to strictly control the building of new buildings as well as alterations and additions to existing buildings, and where the buildings may be placed on each Erf in Elgin Village. The purpose of the architectural guidelines is to:

- a. set high standards of design and to create a built environment of lasting quality.
- b. create a harmonious unity between the houses, yet allow for individual design.
- c. enable the architects to create buildings that will sensitive to their natural surroundings, visually and environmentally.
- d. control the size and scale of the development
- e. protect the natural environment and to retrain the unique rural/agricultural quality of the site.
The design guidelines are intended to positively regulate development, yet will allow for individual design choices and the fulfillment of owner’s personal requirements. Their implementation should lead to an enriched quality of life for the inhabitants, while protecting the sound investment potential of each home within the development.

3. Enforcement of the Architectural Guidelines

All the prospective homeowners in the estate will be required to comply with the Architectural Guidelines laid down in this document.

The Architectural Guidelines will be enforced through the Design Review Committee of the Home Owners’ Association. Barry Gould Architects will act as the consulting Architects for the Home Owners’ Association. (HOA)

The Architectural Guidelines are in addition to the Local Authority zoning requirements and National Building Regulations, which must be complied with at all times.

The HOA reserves the right to make amendments to the Architectural Guidelines from time to time.
4. The Review Process
All work, no matter how minor (e.g. painting externally) must be submitted to the HOA for approval.

The submission must include the Architectural Review Committee Submission Form; drawings (or specification if a drawing is not feasible - e.g. painting) & Submission fee.

The local authority will not accept drawings that have not been approved by the HOA. The fees for the review process are listed on the Architectural Review Committee Submission Form. Fees may be adjusted annually at the discretion of the HOA.

4.1 New Homes
Step 1 - Final sketch plans to be submitted to the HOA for review and comment.
Step 2 - Submission drawings to be submitted for final approval prior to submission to the local authority.

The Design Review Check list must be submitted with all drawings, indicating how compliance is achieved.

Four sets of drawings to be submitted.
One stamped, approved set will be retained for HOA records.
Three stamped, approved sets will be returned to client for submission to the local authority.

4.2. Existing Homes
It is accepted that the existing homes do not comply with the Architectural Design Guidelines in all respects and it is not the intention of the HOA to enforce compliance on what exists.

However, any new work, alterations, or additions, however minor, (e.g. painting externally, boundary wall, pergola etc) that is covered in the guidelines must be submitted in writing to the HOA for approval.
2.0 SITE USE / CONSTRAINTS

1. Zoning
The residential area is zoned for single residential use only.

2. Coverage
Maximum coverage 50% of site area (including all living spaces roofed areas, garages & verandahs), but not exceeding 500 sqm on larger erven. The minimum size of any house is 100sqm and must include living accommodation, bathroom & kitchen. A stand alone garage as a “starter” building will not be permitted.

3. Building lines
   i.) Street boundary 5.5m.
   ii.) Rear boundary with adjacent Erf 3.0m.
   iii.) Rear boundary with orchard / open space 7.5m.

Exceptions: Erf 7157
             7148
             7163
             7173

Boundary with open space 3.0m

Side boundaries
   i.) For street frontage less than 19m: a total of 3.5m, with a minimum on one side of 1.0m.
   ii.) For a street frontage greater than 19m but less than 22m: a total of 5.0m with a minimum of 1.5m.
   iii.) For a street frontage greater than 22m: a total of 6.0m with a minimum of 1.5m.
3.0 BUILT FORM

1 Floor plans to be fragmented into clearly defined hierarchy of major and minor simple rectangular forms. Major forms must have a double pitched roof and not exceed 6.5 wide. Minor forms must be monopitch lean-to’s abutting the major structure, and not exceed 3.5m wide.

2 Levels
A site survey must be submitted showing the following:
  i) datum in middle of road at middle of the erf.
  ii) levels at all corners.
  iii) contours at 0,5m intervals.
Building platforms are to be stepped to accommodate the slope of the erf, and the fragmented building plan. No excessive earth works and retaining structures / embankments.
Maximum retaining wall height 1,5m. Houses may not be built on stilts.

3 Height
Ground floor shall not be more 500 mm above actual average ground level surrounding the building. Maximum height to ridge of roof 6.5m, measured from ground floor level. Single storey only. Mezzanine / lofts are permitted. Basements as per National Building Regulation definition.

4 Roof
Double pitch roof @ 35° to 40° over major form.
Mono pitch @ 7.5 - 15° over minor form / “afdak.”
The use of roof windows for attics is encouraged. Dormer windows are permitted with the approval of the HOA. Mono pitch roof and flat slabs over garages are permitted, but may not exceed 40m², and must be hidden behind a flat parapet wall.
5  Windows & doors.
Vertical in proportion.
Where opening under a lean to or pergola or recessed a minimum of 1.5m, wider units may be used. Garage doors 2.4m wide maximum.

6  Chimneys & gables
Chimneys to be constructed from masonry.
Exposed flue pipes permitted, under certain conditions
Parapet gables and hipped ends are not permitted.

7  Pergolas & awnings
Sun control must be achieved through shutters, planting, lean to or overhangs.
No clip-on aluminum or canvas awnings may be used.
If shade cloth is used it must be black or dark green.
If translucent sheeting is used it must be clear or opaque.
No striped shade cloth or translucent sheet is permitted.

8  Boundary walls & fences
Brick boundary walls may not exceed 1.2m high.
Maximum height of any boundary fence 1.5m plus 3 horizontal strands of wire above.
No razor wire or electric fences are permitted.
Hedges must be trimmed to 1.8m high, except on the Oak Valley through road and along the railroad the hedge may be 3.0m
4.0 MATERIALS

1. Walls
   The major forms must display the characteristics of a solidly built masonry structure – i.e. 280mm external walls, plaster & paint finish.
   Minor forms may be built in a lighter weight framed construction clad in Nutec, timber or galvanized iron. The area of cladding may not exceed 25% of the total external wall area.
   Elaborate moldings and plastered window surrounds are not permitted.
   Plinths (below floor level) may be finished as for retaining walls. Paint colour to HOA approval.

2. Windows, doors and shutters
   Steel, aluminum or timber painted as per permitted colours.
   Timber windows, doors & shutters can be left natural.
   Shutters must be functional, either hinged or sliding.
   No “screwed back” shutters permitted.
   Garage doors to be either vertical or horizontal slatted.
   No elaborate panel designs.

3. Roofs
   S-rib (corrugated) metal sheeting.
   Nutec Victorian profile.

4. Fences & screens
   Low masonry “werf walls”, minimum 230 thick and without piers, max 1.2 H.
   Timber posts & galv wire mesh.
   Steel palisade or timber “latte”.
   No electric fences & razor wire.
   Burglar bars and security gates must be fitted internally.
5. Colours
A. Walls white & pastel variations of off-white as per the following colour range.

White
Ivory white Y4 – B2 - 3
Velddrif Y2 – D2 – 3
Fresh scent Y6 – B2 – 3
French Chatreuse Y5-D2-3 (not illustrated)
Fresh Linen Y3-E2-3 (not illustrated)
Resplendent Y4-D2-3 (not illustrated)

B. Windows Doors & Shutters may be natural timber or painted as per the following colour range.

White
Natural Timber
Cloverdale G1 – E2 - 2
Cape Cliffs G7 – E1 -1

C. Roof may be painted as per the following colour range or Chromadek finish.

Smokey Grey TRP 58
Charcoal TRP 42
Chromadek – charcoal
Chromadek – dolphin grey

The colour codes stated are for Plascon paints, or the equivalent colour mixed by other manufacturers.

6. Retaining walls
Masonry, plaster & paint.
“University”/ Tyrolean plaster
Natural stone but not stone tile cladding.
Retaining blocks not permitted.
5.0 SERVICES

1. Water supply
All homes will receive 2 separate water supplies:
Potable water for drinking.
Irrigation water (non-potable).
All water will be metered.

2. Rainwater Harvesting
Rainwater harvesting is encouraged, especially to supplement the irrigation water which may be withheld if farming conditions demand such action.
Water may be stored in galvanized tanks, masonry reservoirs, or plastic tanks. The use of green plastic tanks is not permitted, and all plastic tanks must be properly screened from view.

3. Waste water disposal
Each house is required to install a 5000L septic tank discharging with a 110 mm pipe to the sewer drainage system.

4. Electricity
Electricity supply from Eskom will be by prepaid meters only.
Electricity supply will be limited to 80 amps per home.
Limited to single phase supply only.
A load-shedding relay must be installed in each house to switch off the geysers when the electric oven/hob is in use.

5. Energy Saving
The implementation of energy saving methods and the use of alternative energy is recommended as follows:
All homes must utilize a solar heated hot water system or a heat pump.
Cooking with gas is encouraged.
To minimize the visible impact of water tanks and solar panels on roofs, solar water heating systems on sloped roofs facing to the boundaries of a property should be a split system with the water tank concealed in the roof void. Only if the panels are on a sloped roof or flat roof in a
courtyard space, may it be a combined system with the tank on the roof and out of view. The latter is recommended as it is generally the most energy efficient system. Solar panels and water tank must be colour coded to match the background colours. All geysers must be insulated with a geyser blanket. Details of the solar equipment must be clearly indicated on drawings for approval by HOA. The use of photovoltaic panels in further encouraged, particularly for supplying electricity to water pumping systems, and external landscape and building lighting. Gas installations to be done by a registered specialist in accordance with SANS 1008. Each house must be designed to reduce its power usage by carefully considered orientation, design and placements of openings. The use of solar heated water for underfloor heating is encouraged as opposed to the use of electrical under floor heating. Battery reserve power supply with inverters is recommended as a short term power supply in case of power failure. Generators will not be allowed. Wind power turbines will not be allowed.

6 Refuse
All normal household refuse will be removed by the H.O.A. All homes must make provision to separate their refuse into 4 categories as follows: Glass. Tins & metal. Garden Refuse. All other refuse.

7. Other Services
Television aerials and satellite dishes are to be positioned as discretely as possible, below eaves, and must be indicated on drawings for approval by the HOA. Fixed-line telephone connection points will be provided to each Erf. All telephone lines must be reticulated underground in suitable conduit.
6.0 LANDSCAPING & EXTERNAL WORKS

1. **Planting**
   All vacant land must be kept clear and free of invasive alien vegetation.
   Existing mature trees (except invasive aliens) are protected and may not be removed without permission.
   The planting of indigenous vegetation as well as water wise plants is encouraged.
   No invasive alien trees or plants are permitted.
   Oak trees and similar non-invasive alien trees are permitted.

4. **The following plants are not permitted:**
   - Loquats
   - All stone fruit
   - All Pome fruit
   - Crab Apples
   - Quinces
   - Guavas
   - Kei Apples
   - Pomegranates

2. **Swimming Pools**
   Bright blue swimming pools are not permitted.
   Permitted colours black, charcoal grey, brown / sand & natural/white.
   New portable, above ground swimming pools are not permitted.
   Existing above ground pools & brightly coloured pools may remain until the end of the lifetime of the pool, preferably out of public sight

3. **Wash lines, Refuse Storage**
   Washing lines and refuse storage must be fully concealed within a courtyard.

4. **External Lighting**
   Elgin Village does not have streetlights and all external lighting must be designed to cause minimal light pollution.
   All lighting must be attached to a building or wall / fence at a maximum height of 2100 above ground floor FFL.
Freestanding bollards are permitted, maximum height 1000 mm. Maximum light output 150 w, downward pointing; no floodlights permitted. The position & details of external lights must be indicated on drawings for approval by the HOA. No illuminated signage permitted.

5. Access/parking
All properties are limited to a single kerb crossing, maximum 6.0m wide. All properties must have visitors parking in addition to garage/carport. Minimum 2 bays, 2.5 x 5.0m

6. Paving
No asphalt permitted
Hard landscaping e.g. paving slabs, chipped stone, not to exceed 20 % of the Erf size. Paving/chipped stone to be in natural “earthy” colours.
7.0 CONTRACTORS CODE OF CONDUCT

1. General
   The purpose of certain rules relating to contractors and building activity is to ensure that the least possible disruption to residents and the environment is caused.

   Elgin Village is located within a working apple farm and vehicles and equipment make use of all the roads throughout the year. Building activities must respect this.

   The HOA reserves the right to order a contractor to suspend building operations if this code of conduct is consistently infringed.

2. Builders deposit
   A refundable deposit of R10 000 as a guarantee against damages to roads and services must be paid before building work commences.

3. Times
   07h00 – 18h00: Normal weekdays
   08h00 – 13h00: Saturdays
   Special permission is required from the HOA if building activity is anticipated after these hours or on Public Holidays.

4. Refuse
   Contractors are to provide their own facilities for temporary storage and removal of all builders’ rubble. Refuse has to be removed on a weekly basis and may not be burnt or buried on site. Regular cleaning of the site is imperative during building operations and the site must be kept as neat as possible.

5. Deliveries
   Suppliers may only deliver building material during normal working hours. The owner and contractor must ensure that all building materials are off-loaded directly onto the site by the suppliers and not onto roadways or pavements. Care must be taken not to damage the road, entrance wall or gates. Delivery vehicles are limited to 3 – axle, non-articulated vehicles.

6. Toilet facilities
   It is the responsibility of the Contractor to provide toilet facilities for all labourers and sub-contractors.

7. Security & Access
   The Contractor is only allowed one representative on site after hours, in the capacity of a night watchman.
   All contractors & sub-contractors are limited in access to the immediate environs of the site and public roads.
   All orchards are strictly out of bounds.
8. Notice boards
   Only the conventional Architects/Contractors notice allowed on site.
   No sub-contractors boards will be allowed.

9. Building program
   It is required that the building be completed within 12 months after
   commencement of construction