



P O N T A C P A R C

DESIGN MANUAL

In terms of the approval comments received from the Drakenstein Municipality

Prepared for

Pontac Parc Property Owners Association

By



August 2019

1. INTRODUCTION

It is the intention of this document to act as an aesthetic guideline to all Property Owners in the design and development of their properties within the Pontac Parc Development.

Due to the sensitive nature of the site, as well as the sensitive wetland environment within the development, it is extremely important that a responsible design approach be taken in respecting these aspects, while constantly taking care in minimizing the visual impact. There must be a consistency of architectural language and building materials throughout the development in order to create a coherent visual statement within this unique Boland landscape.

The proposed architecture will address building design on the basis of principles, regulations and controls that relate to the buildings' form and function. It is for this reason that certain styles, materials, colours and various building elements have been included in the development and conversely, others excluded. The design philosophy is to promote flexibility in design contained within the parameters of this document.

These architectural guidelines serve purely as guidelines and are not to be read as an exhaustive statement of rules and regulations. These design guidelines must therefore be seen as providing a planning framework which encourages rather than restricts the design process. On this basis, the Aesthetics Committee is authorised to interpret the provisions of the guidelines and consider minor departures in the interest of all Property Owners and the benefit of the entire development.

These architectural guidelines are to be read in conjunction with all laws, bylaws and statutes of the Republic of South Africa and relevant local authorities, as well as in conjunction with the annexures to this document.

2. FORMULATION OF AN ARCHITECTURAL LANGUAGE

Instead of prescribing a specific architectural style to the development, certain design principles and design criteria have been established in this document. This will ensure that a contemporary, environmentally responsible and sensitive response be made to each property within the development, through the individual design of each building. The goal will be to create a cohesive visual composition throughout the entire development, while remaining true and relevant to architecture of the 21st century.

Sustainable, non-toxic, natural building materials and finishes are encouraged within the designs and architects are to ensure that energy efficient passive solar designs and related technologies are to be taken into consideration.

3. AESTHETIC STANDARDS

- 3.1. These guidelines have been formulated as a reference for the Pontac Parc Property Owners Association (POA) and will also be used for the evaluation of all architectural building plans with regard to aesthetics and environmental appropriateness. **(Principal Architects for plan scrutiny to be appointed by the Pontac Parc Property Owners Association).**
- 3.2. Submission of building plans for aesthetics approval will be evaluated by a panel of Architects/Professionals (Aesthetics Committee) appointed by the POA, independently from the Local Authority, in order to retain continuity and harmony throughout the development. Approval will be granted if, in the opinion of the committee the design successfully communicates the desired architectural language and character of the development.
- 3.3. The POA Aesthetics Committee reserves the right to amend these guidelines from time to time in the interest of the Development.

4. BUILDING PLANS APPROVAL

- 4.1. The requirements of this document are in addition to criteria used for building plan approval by the Local Authority as well as the National Building Regulations.
- 4.2. All plans of any proposed building or structure of any kind must first be lodged for written approval to the POA prior to submission to the local authority for approval.
- 4.3. Two full sets of working drawings, including a 1:200 site layout, and the proof of payment of the scrutiny fee, are to be handed in at the POA offices.
- 4.4. The scrutiny fee is to be determined annually by POA.
- 4.5. Plans that have not been approved have to be corrected and resubmitted for approval. These amendments will be scrutinised at no additional cost, but any failure to comply with these amendments will then attract an additional fee for every subsequent resubmission.
- 4.6. Variations to approved plans will be treated in the same manner as new plans, with a scrutiny fee to be determined annually by POA payable upon submission.
- 4.7. The Local Authority will only approve a plan that has been approved by the Property Owners Association Aesthetics Committee, by means of an official stamp of approval. No new buildings may be erected, or existing structures altered without the approval of building plans by the Local Authority and the POA Aesthetics Committee.

5. CONSTRUCTION RULES

- 5.1. Building work may only commence once the POA and Local Authority have approved the plans.
- 5.2. The owner and his builder(s) must at all times comply fully with the construction rules as determined by the trustees from time to time. No member shall be permitted to occupy a building or structure on an Erf without a certificate of occupation issued by the POA and the Local Authority.
- 5.3. Any erf not improved by any member by way of a building or structure shall be maintained by the said owner in a neat and tidy manner.
- 5.4. The erection of temporary structures shall not be permitted without the prior written consent of the POA. Temporary Structures can be defined as but will not be limited to the following subject to the POA's discretion – Gazebos, Free Standing Garden/ Tool Sheds, Wendy Houses etc.
- 5.5. The use of any kind of shade netting is prohibited save with the express written permission of the POA.
- 5.6. All building work undertaken by a contractor or by the member must be done within trading hours set out by the POA.
- 5.7. Prior to the commencement of any building work, the area, erf and/or building site shall be temporarily screened or fenced off and access controlled.
- 5.8. Members are responsible for the maintenance, neatness and cleanliness of their buildings and erven. The Association reserves the right to affect repairs or maintenance at the expense of the member.
- 5.9. Cracked / broken windows to be replaced within 10 days after the date of damage.

6. PROPERTY / BUILDING ALTERATIONS

- 6.1. All plans for any and all buildings, building alterations, the placement of any attachment or upgrades to the buildings including but not limited to satellite dishes or air-conditioning units must be lodged with the POA as per no. 4 above for approval and neighbouring erven if applicable, prior to the submission of the plans to the local authority for approval.
- 6.2. Approval of alteration plans will only be granted subject to the provisions of the constitution and the Design Manual of the Pontac Park Development.
- 6.3. The colour scheme and facade of the buildings may not be changed save with the express written permission of the POA.
- 6.4. Members and/or their tenants may not place any pot plants or structures on top of the surrounding walls of their erven.

7. ARCHITECTURAL DESIGN

7.1. Guiding Principles:

Amongst the key priorities for sensitive development within the area, emphasis is placed on a preference for architecture that responds directly to its local physical context, rather than by predetermined stylistically driven forms originating from elsewhere. The need to integrate landscape and architectural patterns are driven by three Key scenic resources within the immediate context:

- 7.1.1 The N1 View Corridor
- 7.1.2 The Suid Agter Paarl Road Scenic Drive
- 7.1.3 The Cultivated Land North of the Property

These concepts need to be implemented by:

- a.) Reducing visual impacts resulting from large or extended development footprints and roof heights
- b.) Producing architecture that constitutes a pragmatic response to the environmental conditions and constraints of the area, rather than being the result of simplistic stylistic pre-conceptions
- c.) Design architects should strive to integrate the proposed development within its changing cultural landscape and context with particular attention to site landscaping integration, roofscape configuration and external finishes, particularly on the Northern edge of the development.

7.2. General response to physical context:

Design architects should strive to produce buildings that sit comfortably within the surrounding landscape that is currently being transformed by incremental development. By implication, contrasting and over-scaled envelope shapes, contrasting massing (particularly flat roof shapes), bold colours and finishes that are uncharacteristic of the area (e.g. face brick) would be discouraged in favour of muted tones and natural surfaces.

7.3. Architectural expression:

Producing contemporary architecture that derives expression from appropriate responses to local micro-climate, topography and physical context, rather than being simplistic stylistic borrowings from elsewhere, or literal style-driven applications applied without sufficient thought to physical context is strongly encouraged.

Given the local hot summers and rainy winters, consideration should therefore be given to the use of extended eaves overhangs, recessed wall faces that include large glazing areas, planted pergola shading, sunshades and canopies etc. Integrated landscaping through strategically placed trees could also be used as part of the shading system for buildings.

8. BUILDING LINES, COVERAGE AND SITE CONDITIONS

8.1. Building Lines (*Regulation*):

Building lines are to be in accordance with the Site Development Plan. No building may encroach over these building lines.

8.2. Coverage (*Regulation*):

There will be a 75% allowable coverage.

8.3. Bulk Factor (*Regulation*):

The bulk factor throughout the entire development and on all erven is 0.75 (Naught Comma Seven five).

8.4. Refuse Yards (*Control*):

Refuse yards must be enclosed with a 2,1m high wall. No refuse bins may stand in any area other than within the refuse yard. Refuse yards must be provided for each single standing building.

The sizes of refuse yards are to be determined based on the size and usage of the building.

8.5. Parking Bays (Regulation):

Commercial retail and light industrial buildings are to have a minimum of 4 bays per 100sqm of floor area, independently accessible.

8.6. Positioning of the building on the stand (Principle):

The building should be positioned on the erf in such a way as to be sensitive to the surrounding natural environment and to be the least obtrusive as far as visual impact is concerned.

The Aesthetics Committee may refuse to approve a building plan if the positioning of the building on the erf, in its view, not being sensitive to the environment or is obtrusive visually. The final positioning of a building on an erf is entirely at the discretion of the Aesthetics Committee.

9. HEIGHT RESTRICTIONS

9.1. Maximum roof height (Regulation):

The maximum overall height of buildings are as follows:

- Commercial Buildings: 10m
- Industrial Buildings: 12m
- Retail Buildings: 12m

These heights are measured from the finished floor level of the ground floor to the top of ridge.

No building, nor any portion of a building may exceed this height.

In addition, a maximum of 2 storeys is permitted above the finished ground level.

9.2. Maximum ground floor level above natural ground (Control):

The finished ground floor level may be set at a maximum of 1m above the highest point of natural ground level measured against the external wall of the building, provided that the building has a basement parking garage below it.

The maximum height of the basement is to be 3m, measured from the finished floor level of the basement to the underside of the soffit.

Heights are to be kept to the minimum and the building fitted comfortably into the natural contours and orientation of the site and in relation to adjacent stands.

10. FLOOR PLAN FOOTPRINTS AND MASSING

10.1. Footprint:

The footprints of buildings are encouraged to be fragmented in form. Buildings may be linked to one another by pathways, light weight covered structures or pergolas and do not have to form an integral part of the footprint.

Footprints of buildings are to be limited to 30m x 12m.

10.2. Massing and shape:

The massing of the building is to be formed by a main mono-pitched roof flanked by lesser mono-pitched lean-to or free-standing roofs.

Flat concrete roofs are permitted but may only constitute a maximum of 20% of the roofed area of the building. Where portal framed industrial buildings are required, these are limited to a maximum width of 12m, and the roof pitch is to be a maximum of 17 degrees. (*Control*)

All lean-to roofs will be 5 degrees maximum, and to be hidden by a parapet. Lean to roofs are only permitted when enclosed by U or L shape and shall not protrude these shapes.

10.3. Scale and proportion:

Careful consideration should be given to the scale and the proportion of the main building & axillary forms, as well as the openings in these forms.

H-, T-, L- and U-shapes and combinations thereof should be used.

Shapes should protrude one another to express gable shapes.

Junction of shapes could be broken up and articulated to prevent long surfaces in one plane, to adhere to the rule of the footprints of buildings being limited to 30m x 12m.

11. EXTERNAL WALLS

11.1. Wall finishes (*Regulation*):

Simple external wall and floor surfaces deriving their adornment from the natural and honest use of materials typical of the sub-region, reflecting muted and natural earth tones are encouraged, rather than glaring white and high-tech finishes. Textured plaster and stucco surfaces would also be encouraged. Reflective metallic surfaces are not allowed.

Walls are to be both rough-plastered and painted, smooth plastered and painted, sandstone clad, or exposed ROK brickwork with raked joints or a combination of these finishes. Plaster mouldings may also be used around doors and windows. These mouldings must have plain lines, and not be highly decorative, to complement and articulate the architectural language of the building. *(Principle)*

Specific Exclusions (Regulation):

- *Decorative plaster (Spanish or heavily textured).*
- *Face brick*
- *Highly reflective finishes.*
- *Pre-fabricated structures.*

The above exclusions serve as examples only. There may be other exclusions, which at the discretion of the Aesthetics Committee, may be ruled out, if in the opinion of the committee, the material use does not compliment the architectural language of the Pontac Parc Development.

11.2. Wall Colours (Regulation):

Colour samples and specifications to exterior of buildings must be submitted to the Aesthetics Committee for approval prior to painting.

11.3. Gable Walls (Regulation):

Must be either 30 or 45 degrees. (Pitched roofs)

15, 20 or 30 degrees. (Mono-pitched roofs)

Maximum 17 degrees. (Portal frame roofs)

11.4. Roof Vents (Control):

The position and proportion of the vent on the gable is critical and designers must pay attention to these correct proportions and balance.

The size of the vent must be in proportion to the wall surface area of the gable – not too big or too small.

11.4.1. Materials (Regulation):

Timber: varnished or painted to match doors and windows.

Aluminium: Powder coated to match doors and windows.

Pre-cast concrete: painted to match doors and windows.

11.5. Cladding: (Regulation):

Cladding to side of building may be used from 3m above finished ground level and must match roofing material.

12. WINDOWS, SHUTTERS AND DOORS

12.1. General:

All windows to comply with SANS 10400-N and SAGGA regulations.

Special attention must be given to limit sound from the N1 National Road from penetrating the buildings and disturbing the occupants.

12.2. Materials:

Choice of materials must be consistent in design and colour throughout the building. All doors and windows are to be the same colour whether wood, steel or aluminium or mixed. *(Control)*

Painted or varnished timber doors and windows are to be consistent in colour throughout the building. Use of stained glass and sand blasted glass is permitted. *(Control)*

Aluminium is to be powder coated or anodized.

Colours: Black, White, grey, natural timber, dark-brown or charcoal

12.2.1. Specific Exclusions (Regulation):

- *Cottage pane windows*

12.3. Form and Elements (Principle):

Front doors are to be generally plain in detail with ironmongery to match.

Timber sliding or folding shutters to match language of building.

Large paned windows are to have vertical proportions. *(Control)*

Aluminium sliding doors to be four panelled doors with two middle sections sliding, with vertical proportions and a horizontal member at roughly one third height above the thresh hold.

Tinted or sand blasted details or features on any door or window to be approved by aesthetics committee before manufacture and/or installation. *(Principle)*

Specific Exclusions (Regulation):

- *Small paned windows*
- *Glass blocks*
- *Elaborately decorated doors*

13. OTHER ARCHITECTURAL COMPONENTS

13.1. Verandas (Principle):

Painted timber or steel posts with diagonal corner brackets are encouraged. No Fretwork or other elaborate details may be added. Roofs are to be Chromadek KlipLok or similar approved metal roof sheets, matching the material of the roof.

Colour: Charcoal.

13.1.1. *Specific Exclusions: IBR*

13.2. Balconies (Control):

All balconies are to form a part of the structural frame of the building. A balcony can form the roof of a room on ground floor level.

Painted or varnished timber balustrades are permitted to enclose balcony to a height of 1000mm above finished floor level. Steel, aluminium or glass balustrades are also permitted. Balconies may not have solid walls, except in certain instances, which at the discretion of the aesthetics committee will be permitted. Cantilevering balconies may not extrude more than 2m beyond the exterior wall of the building. Juliette type balconies are permitted.

13.2.1. *Specific Exclusions:*

- *Full height (1000mm) solid masonry plastered and painted walls.*

13.3. Pergolas (Control):

Rectangular section timber pergolas on 100x100mm timber posts or galvanized steel (painted) columns are permitted. Columns may also be brick or concrete and plaster.

Retractable natural coloured canvas, shade cloth, slatted timbers, or aluminium louvered awnings, fixed to the underside of pergolas are permitted.

Pergola may extend to maximum 1500mm measured from wall of building.

13.3.1. Specific Exclusions (Regulation):

- *Round section timber gum poles*

Retractable awnings may not be striped or patterned or any colour other than natural canvas and must be approved by the Aesthetics Committee.

13.4. Carport (Principle):

This structure must be covered with Chromadek KlipLok or similar approved metal roof sheets hidden by a beam or parapet wall. It must conform to the architectural language of the building and that of the development.

Roof Colour: Charcoal

14. ROOFS

The form and shape of the roofscape is an extremely important element in the Pontac Parc Development as it provides the unity, harmony and consistency of the architectural whole. Roofs must therefore be carefully considered in relation to surrounding hill, mountain and vineyard backdrops.

The following aspects must be adhered to:

14.1. Materials (control):

Chromadek KlipLok or similar approved metal roof sheeting to be used

Colour: Charcoal so as not to produce glare.

14.2. Form (Principle):

Straight lines and angles are strongly encouraged in the design of roof within this development to minimize visual impact.

No dormer windows will be permitted.

Roof lines are to be non-obtrusive and simple in design.

14.2.1. Eaves Overhangs:

Overhangs are encouraged to provide shade to windows, doors and large glazed areas.

14.3. Pitch (Control):

Pitched roofs of either 15, 30 or 45 degrees may be used. Flat concrete roofs are permitted but may only constitute a maximum of 20% of the roofed area of the building. Where portal framed industrial buildings are required, these are limited to a maximum width of 12m and the roof

pitch is limited to a maximum of 17 degrees. (*Control*)

Flat roofs are generally discouraged, but areas that are not concrete may be covered with Chromadek KlipLok or similar approved metal roof sheeting, and hidden by a parapet, pitch should be min. 2 degrees.

Colour: Charcoal

14.4. Roof fixtures (*Control*):

These include TV and radio aerials, satellite dishes, solar panels, roof lights and chimneys.

14.4.1. TV and Radio Aerials:

All aerials must be placed strategically with minimum visual impact.

The location of satellite dishes must be unobtrusive and can be painted the same as external walls.

14.4.2. Solar Panels:

These are permitted roofs, but must be as unobtrusive as possible, while still making optimum use of orientation and position.

14.4.3. Roof lights:

These are permitted but must be installed flush with the plane of the roof. Perspex or glass domes, barrel vaults or pyramids are prohibited.

14.4.4. Chimneys:

These are important architectural features that contribute to the Architectural language of the Boland and must therefore be well designed. Simplicity of form is important. Chimney flues must be finished with an engineered cowl. Steel pipes are encouraged as they add to the architectural language and provide radiant heat to other parts of the building.

14.4.5. Specific Exclusions:

Clay chimney pots

Obtrusive colours

No protrusions, except chimney flues and cowls, are permitted above the ridge of roofs.

14.4.6. General Inclusions:

Chimney flues must be to an approved design and must compliment the architectural language.

14.5. Services and Rainwater Goods: (Control):

Visibility of services and plant such as HVAC, plumbing, rainwater tanks, etc. should be limited as far as possible and completely out of sight from the street by integration into the design of the building. Alternatively, it can be hidden from view by making use of screen walls. Services may be placed on the roof if the above conditions are met.

Epoxy Coated Aluminium Gutters or concealed gutters are to be used.

PVC down-pipes must be painted to match the wall colour.

Alternative methods are permitted but must be approved by the aesthetics committee.

Rainwater down pipes are to be concealed within service shafts as far as possible.

Water tanks may not be placed on roofs or on any elevated platform within the development. Water tanks must be concealed behind screen walls or buried beneath ground level.

14.6. Wastewater, sewerage and air-conditioning ducting (Control):

All pipes, ducting, conduits etc. must to be concealed within service shafts or chased in walls. Condensate Pipes are to be linked to the foul sewer system and may not drip on the ground or sidewalks.

14.7. Air conditioners (Control):

All condenser units are to be integrated into the design of the building and positioned in such a manner so as not to be visible from the road, green landscaped areas or any adjoining property. These units are to be placed within courtyards or screened with a low wall or soft landscaping.

15. BOUNDARY WALLS AND FENCES

15.1. Materials:

Solid, overly high security walls and fences as subdivision and site perimeter barriers within the development are not permitted.

In areas where security takes priority, Rigid Mesh or equal approved PVC coated wire panel systems will be used, as it is both secure and

visually appealing. Visual impact is extremely low.

Electric fences should only be used where these can be convincingly mitigated using natural planting and screen vegetation.

All fences are to have a maximum height of 2.4m (1.8m Maximum Height Fence with 600 Electric Fencing above).

Solid Walls between Erven are not permitted.

15.2. Specific Exclusions:

- *Barbed/ razor wire.*
- *Diamond-mesh fencing*
- *Face brick.*
- *Shade cloth*
- *“Vibracrete” or similar*

16. **LIGHTING AND SERVICES:**

The aim of lighting is to form a welcome guide for visitors above and alongside front doors and main entrances and to create an atmosphere which is environmentally sensitive.

Lighting should be limited to non-directional, hooded, low level and ground level illuminated footlights and fittings (maximum 900mm high above NGL).

High mast lighting is not permitted. All services including electricity and telephone lines should be concealed below ground, both within and beyond the site boundaries.

Spotlights, floodlights and security lighting will be permitted, but careful planning and consideration must go into the designing, orientation and positioning of these lights. The choice of light fittings must be in keeping with the overall architectural feel and sensitive to the surrounding wetland habitat and eco systems. All external lighting must face towards buildings and away from roads and streets.

Service yard lighting may not be higher than 3000mm from finished ground level.

17. **SIGNAGE (*Regulation*):**

No advertising boards or signage may be displayed anywhere within the property without the prior written consent of the POA.

All signage must be in accordance with the Drakenstein Municipality's by-law on signage.

All signage installed onto buildings, including free standing letter work may not exceed 1.5m in height subject to the approval of the POA.

No signs, other than the street number of the building and the business name and logo, may be displayed on a wall facing the street.

18. PAVING AND LANDSCAPING

Please refer to Annexure A.

19. ANNEXURES

19.1 Annexure A: Landscape Design Guidelines

Annexure A

Landscape Design Guidelines

Prepared for

Pontac Parc Property Owners Association

Prepared by

Viridian Consulting Landscape Architects

Revised July 2019



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FORM 1: Request Form: Landscaping Related changes in Public Open Areas

FIGURE 1: Pontac Parc Landscape Master Plan

FIGURE 2: Pontac Parc Landscape Master Plan – Interface Sections

1. GENERAL VISION

The purpose of the Pontac Parc landscape guidelines is to guide the development of an environmentally sensitive and visually integrated landscape. The intention is for the landscaping to integrate harmoniously with the built environment and surrounding land uses while minimising the visual impact on the surrounding areas, in particular the N1. Property owners are encouraged to seamlessly integrate the landscape design of private property with open spaces and road reserves.

2. DESIGN PRINCIPLES AND GUIDELINES

Design principles and guidelines have been formulated for every landscape design aspect. The principles describe the value system on which the design will be based. These principles are as follows:

2.1 To create an awareness of the environment in which the development exists and to acknowledge and respect the environment with its range of constraints and opportunities, and the sustainability thereof.

2.2 To design ergonomically and endeavour to create spaces/places where people can enjoy comfortable living.

2.3 To acknowledge the unique visual and cultural character of the Paarl Landscape and create a place with a landscape character that adapts to the regional landscape identity.

2.4 Each individual development erf must develop landscaping according to the parameters set out in Table 1 below to ensure compliance with the overall development approval conditions.

Please refer to the **Landscape Master Plan, Figure 1** and **Landscape Master Plan Interface Sections, Figure 2** and **Table 1: Landscape Design Parameters for Individual Erven** before commencing preparation of Site Development Plans and Landscaping Plans.

TABLE 1: LANDSCAPE PARAMETERS FOR INDIVIDUAL ERVEN

ERF no.	PARAMETERS DESCRIPTIONS (please cross reference to plant lists and planting palette section 4.2)
1	<ul style="list-style-type: none"> - Continuum of tree planting along the R101 (<i>maximum 8m apart</i>) - 10m landscape set back along the R101 (<i>planting to consist of shrubs and groundcovers</i>) - 5m planting set back along the river corridor (<i>planting to consist of low and medium plants</i>)
2	<ul style="list-style-type: none"> - 2m planting strip in the 3m building line set back (<i>planting to consist of low groundcovers and a tree every 8m</i>) - 5m planting set back along the river corridor (<i>planting to consist of low and medium plants</i>)
3	<ul style="list-style-type: none"> - 2m planting strip in the 3m building line set back (<i>planting to consist of low groundcovers and a tree every 8m</i>) - 5m planting set back along the river corridor (<i>planting to consist of low and medium plants</i>)
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10	<ul style="list-style-type: none"> - Continuum of tree planting along the R101 (<i>maximum 8m apart</i>) - 10m landscape set back along the R101 (<i>planting to consist of low and medium plants</i>) - 5m planting off set along the river corridor (<i>planting to consist of low and medium plants</i>)
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17	<ul style="list-style-type: none"> - 2m planting strip in the 3m building line set back (<i>planting to consist of low groundcovers and a tree every 8m</i>)
18	<ul style="list-style-type: none"> - Continuum of tree planting along the R101 (<i>maximum 8m apart</i>) - 10m landscape set back along the R101 (<i>planting to consist of low and medium plants</i>)
19	<ul style="list-style-type: none"> - 2m planting strip in the 3m building line set back (<i>planting to consist of low groundcovers and a tree every 8m</i>) - Trees to be planted along Suid-Agter Paarl Rd for screening and windbreak purposes (<i>maximum 4m apart</i>) - Continuum of tree planting along the R101 (<i>maximum 8m apart</i>) - 10m landscape set back along the R101 and Suid-Agter Paarl Rd (<i>planting to consist of low and medium plants</i>)
20	<ul style="list-style-type: none"> - Trees to be planted along Suid-Agter Paarl Rd and N1 for screening and windbreak purposes (<i>maximum 4m apart</i>) - Continuum of tree planting along the R101 (<i>maximum 8m apart</i>) - 10m landscape set back along the R101 and Suid-Agter Paarl Rd (<i>planting to consist of low and medium plants</i>)
21	n/a (Reserved for Substation provision)
22	<ul style="list-style-type: none"> - River corridor planting (<i>planting consist of seeding and trees</i>)
23	n/a (Suid Agter Paarl Road)
24	<ul style="list-style-type: none"> - Attenuation pond - River corridor planting (<i>planting consist of seeding and trees</i>)
25	<ul style="list-style-type: none"> - Attenuation pond - River corridor planting (<i>planting consist of seeding and trees</i>) - Laterite pathway along river edge
26	<ul style="list-style-type: none"> - Attenuation pond - River corridor planting (<i>planting consist of seeding trees</i>) - Laterite pathway along river edge
27	n/a (Sewerage Package Plant)
28	<p>Interface with N1:</p> <ul style="list-style-type: none"> - Tall shrubs to be planted along boundary wall on N1 side. - Row of deciduous and evergreen trees to be planted inside development along boundary wall with tall, medium and low planting. - 1m Laterite pedestrian pathway along internal road <p>Interface with Internal Road along Erven:</p> <ul style="list-style-type: none"> - 600mm channel along internal road with seeded lawn between channel and erf boundaries.

3. REQUIREMENTS AND PROCEDURES FOR SUBMISSION OF LANDSCAPING PLANS FOR APPROVAL BY POA

- 3.1 In order to maintain continuity in the overall landscape character and to comply with the requirements for visual impact mitigation, owners of erven are required to submit a landscaping plan for approval to the POA prior to commencing with any construction.
- 3.2 Landscape plans to a scale 1:100 / 1:200 @ A1 must be prepared for submission.
- 3.3 The **hard landscaping plan** must address:
- All paving, water features, pumps and filters, fences, retaining walls, gazebo's and any other structural elements not directly attached to the building must be indicated and the intended finishes specified.
 - Refuse bin storage areas and other utility areas and their screening must be indicated.
 - All retaining structures must have a section drawing. All detailing and specifications of materials being used must be indicated. Drainage points must be present.
 - Landscape lighting.
- 3.4 The **planting plan**:
- All plant material, species, numbers, planting rate/m² and mature size must be clearly indicated, including grass species for lawn and must adhere to the restrictions on the plant choice given in the Master Landscape Plan and in section 4.3.
 - This information must be presented in a planting schedule on the plan.
- 3.5 The **irrigation plan** should indicate:
- The irrigation layout, pipelines, head positions and head types and intended coverage area / drip irrigation spacing and layout.
 - Source of water supply i.e. Estate treated effluent/ Groundwater / Harvested rain water supply.
- 3.6 **Standard plan notations to include:** Erf number, Client/Developers name, Landscape designers name and contact details, date, scale and north arrow.
- 3.7 A representative of the POA will **inspect** all landscaping on Development erven on completion of installation to confirm compliance with these guidelines. The Property Owner must book time for the inspection at least one week prior to inspection date.
- 3.8 In the event of **disturbing or altering existing vegetation or irrigation** on road verges or adjoining common property, a Request Form for Landscaping Related Changes in Public Open Areas (Form 1) should be completed and submitted to the POA for approval.

4. SOFT LANDSCAPING

4.1 Site Establishment

- 4.1.1 Should an owner require landscaping/irrigation/paving on the road reserve to be temporarily or permanently removed during the construction alterations or additions, then he/she shall complete the *Request Form* and submit it to the POA. See Item 3.8 and Form 1.
- 4.1.2 In order to process the *Request Form* and implement the work timeously, the form must be submitted to the POA a minimum of 10 working days before the work needs to be done.
- 4.1.3 No verbal instructions may be given to maintenance staff to remove landscaping.

4.2 Plant species permitted

- 4.2.1 In order to integrate gardens on individual development even with the overall landscaping of the estate, it is recommended that owners use:
 - Endemic/indigenous plants
 - Plants that have been used in the common landscaped areas on the estate.
- 4.2.2 Only the non-invasive exotic plants approved in terms of the Master Landscape Plan may be used. See list below in **Table 2: Preferred and Permitted Plant Species**
- 4.2.3 **Lawn species:** Only Cape Kweek (*Cynodon dactylon*) and Buffalo (*Stenotaphrum secundatum*) may be used. Synthetic lawn is permitted on application to the POA and preferably used in areas not visible from the street or common property.
- 4.2.4 All **trees** must be double staked with cross braces to strengthen the tree stake.

Table 2: Preferred and Permitted Plant Species

ERVEN AND INTERNAL ROAD VERGE (as per landscape parameters Table 1)

Trees Large

Deciduous:

Celtis africana
Erythrina caffra

Evergreen:

Ekebergia capensis
Harpephyllum caffrum
Olea europaea subsp. africana
Syzygium cordatum
Syzygium guineense
Vachellia xanthophloea

Trees Small

Deciduous:

Combretum erythrophyllum
Dais cotinifolia

Evergreen:

Apodytes dimidiata
Kiggelaria africana
Pittosporum viridiflorum
Nuxia floribunda

Development Erven Planting List:

Groundcovers Planting

Arctotis hybrids/acaulis/stoechadifolia
Aptenia cordifolia
Bulbine frutescence
Carissa 'Greencarpet'
Crassula multicava
Cineraria saxifraga
Cotula tubinata
Diascia hybrids
Drosanthemum floribundum
Dymondia margaretae
Felicia amelloides
Gazania hybrids / krebsiana/rigens
Helichrysum argyrophyllum /capense / crispum
Helichrysum teretifolium
Hermannia flammea/flammula/pinnata
Hermannia saccifera
Jordaaniella dubia
Lampranthus aureus
Malephora crocea

Monopsis lutea/'Royal Flush'
Nemesia fruticans
Osteospermum fruticosum/jucundum

Searsia chirindensis

Windbreak trees

(maximum 4m apart)
Cupressus leylandii

Continuum of tree avenues (80 - 100L)

(maximum 8m apart)
Quercus palustris
Ficus natalensis

Internal Road Verge Planting:

Low Planting

Crassula multicava
Drosanthemum floribundum
Helichrysum argyrophyllum
Jordaaniella dubia
Lampranthus aureus
Malephora crocea
Ruschia caroli
Scenecio ficoides

Otholobium virgatum
Plectranthus neochilus
Ruschia caroli
Stachys aethiopica

Bulbs

Agapanthus hybrids/praecox
Amaryllis belladonna
Aristea africana/major
Babiana hybrids/angustifolia/stricta
Chasmanthe aethiopica/floribunda
Chlorophytum comosum
Clivia citrina/miniata/nobilis
Crocasmia aurea
Diets bicolor/grandiflora
Kniphofia
linearifolia/praecox/rooperi/uvaria
Lachenalia algoensis/aloides/
Lachenalia hybrids/orthopetala
Moraea gigandra
Nerine bowdenii/filifoila/humilis/krigei/
Nerine masunorum/undulata
Ornithogalum dubium/longibracteatum/

Ornithogalum suaveolens/thyrsoides
Scadoxus multiflorus/puniceus
Sparaxis hybrids
Tulbaghia violacea
Wachendofia thyrsoiflora
Watsonia
hybrids/aletroides/angusta/borbonica
Watsonia
fourcadei/galpinii/knysnana/laccata
Watsonia longifolia/marginata/meriana
Watsonia
vanderspuyiae/pillansii/wilmaniae
Zanteschia aethiopica

Restios & Grasses

Calopsis paniculata
Cannomois grandis
Chondropetalum nudum
Cyperus prolifer/textilis
Elegia
capensis/cuspidata/equisetacea/fistulosa
Elegia persistens/stipularis/tectorum
Elegia tectorum 'Fishoek'
Ficinia dunensis/nigrescens/truncata
Helmuthia membranacea
Ischyrolepsis subverticillata
Juncus kraussii
Melinis nerviglumis
Restio festuciformis/quadratus/similis
Rhodocoma capensis/foliosus/gigantea
Thamnochortus
bachmanii/cinereus/fraternis
Thamnochortus insignis/pellucidus
Willdenowia incurvata

Proteas & Ericas

Acmadenia
alternifolia/heterophylla/mundiana
Acmadenia obtusata
Adenandra uniflora
Agathosma
apiculata/betulina/capensis/ciliaris
Agathosma
glabra/lanceolata/ovata/serpyllacea
Berzelia galpinii/intermedia/lanuginosa
Coleonema album/pulchellum
Cyclophia intermedia
Diosma aristata
Erica
baccans/baueri/caffra/formosa/georgica
Erica gilva/glandulosa/gracilis/mammosa
Erica nana x patersonii
'Gengold'/quadrangularis

Erica
sessiliflora/sparsa/versicolor/verticillata
Leucadendron meridianum
Leucadendron lanigerum/hybrids
Phyllica axillaris/ericoides/pubescens
Protea cynaroides/repens
Serruria aemula/rosea

Succulents

Aloe arborescens/brevifolia/ciliaris
Aloe comptonii/ ferox/maculata/ striata/
tenuior
Aptenia cordifolia
Bulbine frutescens/latifolia
Cotyledon orbiculata/woodii
Crassula muscosa var.
rastafarii/ovata/perfoliata
Disphyma crassifolium
Drosanthemum
floribundum/hispidum/speciosum
Euphorbia burmanii/mauritanica
Jordaaniella dubia
Lampranthus hybrids/aureus/coralliflorus
Malephora crocea
Othonna capensis/dentata
Plectranthus madagascariensis/neochilus
Plectranthus thunbergii
Portulacaria afra
Pseudoselago serrata
Ruschia bina/macowanii/maxima/radicans
Ruschia rigens
Senecio mandraliscae/ficoides

Climbers

Asparagus
asparagoides/falcatus/plumosus
Clematis brachiata
Dipogon lignosus
Jasminum multipartitum 'Creeping Form'
Podranea ricasoliana
Rhoicissus digitata/tomentosa/tridentata
Senecio macroglossus/tamoides
Thunbergia alata

Shrubs

Anisodonteia capensis
Artemesia afra
Athanasia parviflora/dentata
Bauhinia galpinii
Buddleja auriculata/glomerata/salvifolia
Burchellia bubalina

Buxus macowanii
Carissa bispinosa/macrocarpa
Carissa macrocarpa 'Green Carpet'
Chrysanthemoides monilifera
Clerodendron ugandense
Colpoon compressum
Crotalaria capensis
Duvernoia adhatodoides
Ehretia rigida
Eriocephalus africanus
Euphorbia burmanii/mauritanica
Euryops pectinatus/virgineus
Felicia echinata
Freylinia lanceolata/tropica/visserii
Gnidia oppositifolia/pinifolia/squarrosa
Gomphostigma virgatum
Grewia occidentalis
Halleria elliptica
Helichrysum dasyanthum
Hemizygia obermeyeriae
Hermannia depressa/hyssopifolia
Hypoestes aristata/'White Butterfly'

Indigofera jucunda
Jasminum multipartitum 'Bush Form'
Leonotis leonurus
Mackaya bella
Metalasia muricata/pulcherrima
Myrica quercifolia
Nylandtia spinosa
Ochna serrulata
Orphium frutescens
Orthosiphon labiatus
Passerina rigida
Pelargonium cordifolium/cuculatum/hybrid
Pelargonium
peltatum/quercifolium/scabrum
Plectranthus ecklonii/fruticosus/zuluensis
Plumbago auriculata
Podalyria calypttrata/sericea
Polygala fruticosa/myrtifolia/virgata
Psoralea pinnata
Putterlickia pyracantha
Pycnostachys urticifolia
Pteronia divaricata/incana
Searsia (Rhus) crenata
Ruttya fruticosa
Salvia africana-caerulea/africana-lutea
Salvia chamelaeagnea/dolomitica/murii
Stoebe plumosa/juncea/reginae
Strelitzia juncea / reginae
Sutherlandia frutescens
Tecoma capensis
Ursinia sericea
Vernonia capensis

Lawn areas

(Min size plugs @ 150 x 150mm spacing)

Cynodon dactylon (full sun)
Stenotaphrum secundatum (full sun)
Dichondra repens (shade)

2m Road frontage planting strip within 3m building line:

Low Planting (5/m²)

Crassula multicava
Drosanthemum floribundum
Helichrysum argyrophyllum
Jordaaniella dubia
Lampranthus aureus
Malephora crocea
Ruschia caroli
Scenecio ficoides

5m Riparian interface Set back planting zone:

Aponogeton distachyos
Berzelia lanuginosa
Calopsis paniculatum
Carex clavata
Chasmanthe aethopica
Cliffortia ferruginea
Cliffortia odorata
Diospyros glabra
Elegia capensis
Elegia tectorum
Falkia repens
Gunnera perpensa
Helichrysum cymosum
Ischyrolepis subverticillata
Isolepis species
Juncus krausii
Kniphofia species
Melianthus minor
Myrsine africana
Nymphaea capensis
Oftia africana
Ornithogalum thyrsoides
Pennisetum macrourum
Plecostachys serpillifolia
Pronium serratum
Psoralea aphylla
Pteridium aquilinum
Restio tetragonus
Senecio halimifolius
Stenotaphrum secundatum
Wachendorfia thyrsiflora
Watsonia species
Zantedeschia aethiopica

RIVER CORRIDOR

Grasses and Forbs to be seeded, Proposed seed list to be confirmed.

4.3 Plant species not permitted

All declared Alien and Invasive Species lists as promulgated (GN R.599, dated 1 August 2014) in terms of section 97(1) of the National Environmental Management:

Biodiversity Act (Act 10 of 2004) may not be used. The list can be found at the following link.

<https://www.sanbi.org/documents/nemba-invasive-alien-species-regulations/>

In addition, the following plants may not be planted:

- Any exotic tree (non-indigenous to South Africa)
- Palm trees
- Any type of exotic cactus or succulent
- Cordyline spp.
- Any Agave species
- Any species of Privet or exotic *Syzygium spp.*
- Bougainvillea
- Bottlebrush (*Callistemon spp*)
- Any Flax species (*Phormium spp*)
- Kikuyu lawn

4.4 Soil preparation

It is recommended that the landscaper is familiar with the underlying soil structure.

It is recommended that all planting areas to be ripped to a depth of 300mm and all stones larger than 50mm must be removed, as well as any builder's rubble.

If any compost is being imported. It must be from an approved supplier (weed free).

The use of chemical pesticides, ground poisons and traps are strictly prohibited anywhere on the Estate.

Environmentally friendly organic fertilizer must be used at all times.

All newly installed landscapes must have a 30mm thick layer of mulch covering all exposed areas.

4.5 Maintenance of Gardens on Private Property

All gardens are required to be kept in a tidy state at all times.

4.6 Existing Landscaping in Common Areas

4.6.1 Landscaping and irrigation have been installed in common areas. This landscaping and irrigation may not be altered or tampered with by an owner in any manner whatsoever. If changes need to occur in the common areas to accommodate private landscaping, the correct procedure should be followed as set out in Item 3.8.

4.6.2 Similarly, the **cutting back of branches from the trees in the common areas** may not be undertaken by an owner. Should an owner require such pruning and trimming, then the application process must be followed. Should

a tree/plant be damaged or cut back without the correct procedure having been followed as set out in Item 3.8, the POA may impose a fine on the owner. The amount of the fine is to the discretion of the POA.

5. IRRIGATION

- 5.1 A **fully automated irrigation system** must be designed and installed according to South African Irrigation Institute (SABI) standards to be approved by a (SABI) member.
- 5.2 An **irrigation plan must be submitted for approval** prior to commencement.
- 5.3 The **irrigation system must be an automated system** adapted to using estate treated effluent, filtered grey water and borehole water or harvested rainwater.
- 5.4 A **programmable controller must be installed and co-ordinated with the Estate supply times** for the particular erf as all erven will be supplied with irrigation water only at certain times and days to ensure adequate pressure in the supply system.

6. HARD LANDSCAPING

The choice of hard landscaping elements must be inspired by the natural environment and the contemporary use thereof.

6.1 Structures

- No temporary structures are permitted within the erf landscape including “Wendy Houses”.
- All outside structures such as pergolas, gazebo’s and lapa’s must comply with the design guidelines and therefore approved by the POA.

6.2 Water features

- Simple water features, inspired architectural design and natural materials, may be used to link internal and external elements such as court yards or as focal features to enhance the aesthetics of the garden and house.
- Water features are required to respect the water scarce climate and reduce water loss and evaporation as per water restriction requirements for all pools
- All water features are subject to the approval of the POA.

6.3 Garden elements

- All planting pots must fall within the colour pallet as provided for the exterior of the house.

6.4 Paving and Decking

- 6.4.1 Paving material must be selected from an appropriate list of materials in keeping with the overall character of the Estate.
- 6.4.2 Gravel, approved exposed aggregate brick, cobbles, sandstone and tiles are examples of appropriate materials.
- 6.4.3 The following materials are acceptable:
- Cobbles and concrete / clay pavers in natural earthy colours with a predominantly cool colour range e.g. light stone, various tones of grey and charcoal colours. It is recommended that the majority of the surface is paved in lighter colours with dark colours reserved for accents or areas with a significant vehicle turning movements.
 - Stone chip/gravel mix – 6-13mm mix granite: prima sandstone in a ratio of 1:2. All gravel to be laid on a compacted base and layer of geotextile (Bidim)
- 6.4.4 Decking should be made of an appropriate and approved timber.
- 6.4.5 All surface materials of whatever nature are subject to approval by the POA.
- 6.4.6 All paved areas must be constructed as per standard building practices to ensure an even surface. All paving edges must also be laid evenly, flush with ground level, on a concrete footing and edge the entire length of the driveway/path.
- 6.4.7 Stone chip/gravel areas must be edged with evenly laid paver/cobbles that are flush with the ground level, on a concrete footing and around the total perimeter of the stone chip/gravel area.
- 6.4.8 No paving other than access between the erf boundary and road is permitted in the road reserve area.
- 6.4.10 Should an owner require a change to his existing driveway, then he shall follow the procedure as set out in Item 3.8

FORM 1:

REQUEST FORM FOR LANDSCAPING RELATED CHANGES IN PUBLIC OPEN AREAS

Owner's Details:

Erf no:

Name:

Cell no:

E-mail:

Builder's Details:

Company:

Contact

person:

Cell no:

E-mail:

Landscaper's Details:

Company:

Contact

person:

Cell no:

E-mail:

Request for landscape related changes due to (Mark with X):

1 Temporary access to site

2 New driveways

3 Removal of existing driveway

4 Alterations to driveway

5 Piping for storm water

6 Piping for subsoil drains

Description of above in words:

Explanatory sketch attached: YES NO

Please

note:

1. All changes to public area are to be clearly highlighted on a site plan (to scale) and submitted with this form to the POA.
2. All work in public areas is to be undertaken by the POA or POA representative.
3. If the change is not in accordance with the design guidelines, it will be referred to the design review landscape architects for comment at consultation rates for the client's account.
4. After receipt of the completed and signed form, a minimum of 5 working days is required for

- the cost of the changes to be calculated and submitted to the owner/builder for approval.
5. A further minimum of 5 working days is required from receipt of the signed approval form before the changes will be implemented.
 6. All payments for changes made are to be made to the POA.
 7. No instructions related to the common or exclusively owned landscaped areas may be given to the landscaping maintenance teams unless authorized by the POA in writing.

Figure 01: Site Development Plan



