



ARCHITECTURAL GUIDELINES & REGULATIONS

APPROVED 29 JUNE 2021



CENTURION RESIDENTIAL
ESTATE & COUNTRY CLUB

CENTURION HOMEOWNERS ASSOCIATION NPC

A superior lifestyle for all residents in a safe aesthetically pleasing surrounding

REVISED
MAY 2023

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A superior lifestyle for all residents in a safe, aesthetically pleasing surrounding

1. INTRODUCTION

1.1. MISSION STATEMENT

A superior lifestyle for all residents in a safe, aesthetically pleasing surrounding

Our mission statement acts as the guidance to establish goals and objectives that embrace the aspirations of creating and maintaining a superior lifestyle in an aesthetically pleasing Estate. The Architectural Guidelines & Regulations form part of the goals and control measures to achieve the mission statement and protect a homeowner's investment value and expectations, but still allowing individual homeowners to express their personal needs and preferences. The Architectural Guidelines & Regulations are written not in the spirit of limitation, but rather freedom, to promote an overall design sensitivity and guide with reference to carefully considered parameters in the interests of facilitating difference whilst preserving the homogenous image and character of the entire estate. The guidelines are supplementary to the National Building Regulations and legislation of the Local Authority.

1.2. DISCLAIMER

It should be noted that the updated Guidelines & Regulations have resulted from an evaluation by the CHOA of the existing developments in the Estate, recent property sales, property values, the age of the estate and comparable properties outside the estate. Modifications to the Architectural Guidelines & Regulations have been introduced to prevent a stagnant environment which may have a negative impact on investment. Outdated architectural and landscaping features, poor aesthetics, inclusion of random elements have a negative impact on property values, which impacts not only a specific property but also its surroundings.

*“We shape our dwellings and afterwards our dwellings shape our lives”.
Winston Churchill*

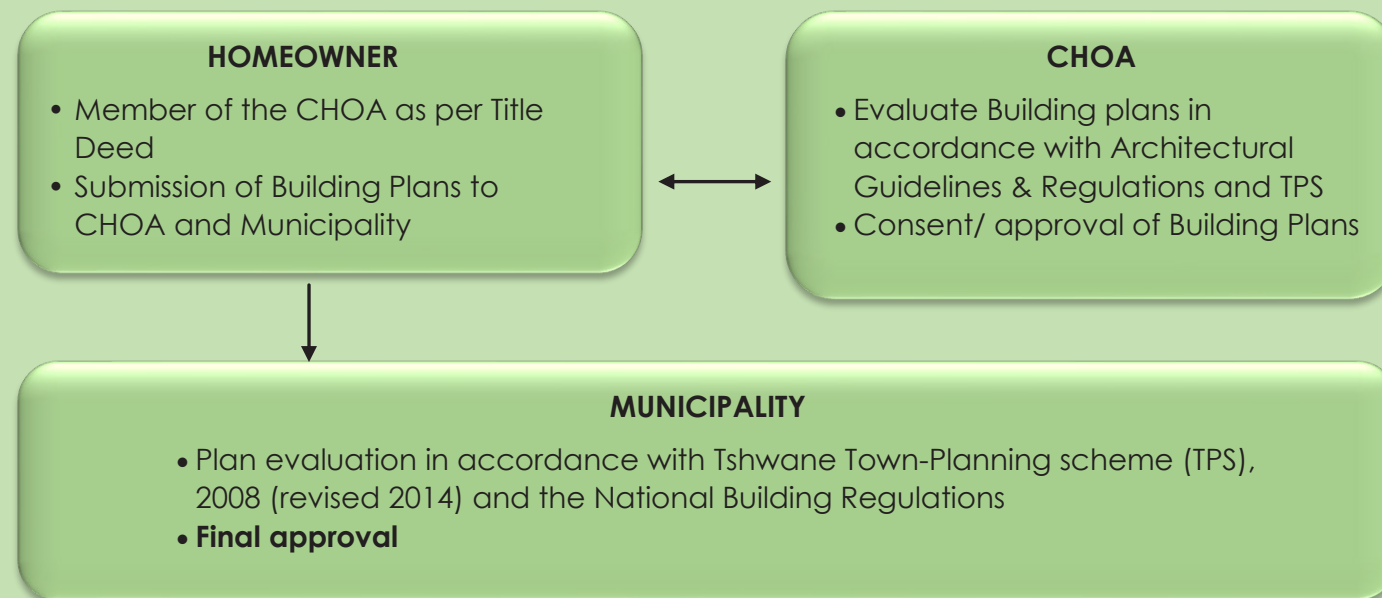
The amended guidelines should be seen as an encouragement and opportunity to modernize, renovate and update properties to achieve our mission statement “A superior lifestyle for all residents in a safe, aesthetically pleasing surrounding” and ultimately increasing investment. **Design features of existing buildings that were approved and built before the date of this document may not be used as a precedent nor may the previous guidelines be used to justify departures. Any plan submitted after the date of this document is obliged to comply with the updated Guidelines, as specified below:**

CATEGORY OF BUILDING WORK	ARCHITECTURAL GUIDELINES & REGULATIONS
New dwellings or total renovations	This document will apply in full
Building work larger than 20% of the total extent of the existing house where the addition: <ol style="list-style-type: none"> 1. Is visible from any street or public area. 2. The extension includes architectural elements and material such as balustrades, windows, façades etc. 3. A large part of the paving is disrupted 4. Landscaping is disrupted 	This document will apply in full where applicable
Building work less than 20% of the total extent of the existing house	<ul style="list-style-type: none"> • Plans will be evaluated in the context of the existing approved dwelling, although replacing of dated architectural elements, features and materials will be preferred. • Where the building work and/ or alteration forms a large part of the façade of the house, the CHOA may decide that this document will apply partially or in full, dictated by aesthetical considerations.
New installations (paragraph 4) such as solar panels, heat pumps, water tanks etc.	This document will apply in full
Other amendments or additions such as house colour, flower containers, accent colours, signage, architectural features etc. where the comments or approval from the CHOA is requested	This document will apply in full, unless there is merits for the deviation in the discretion of the CHOA

2. TOWN-PLANNING CONTROLS

2.1. Local Authority Requirements

These guidelines and standards are subordinate and supplementary to Local Authority Requirements regarding land use controls, and all buildings are subject to building plan approval by the City of Tshwane Metropolitan Municipality. However, all Homeowners as members of the Centurion Homeowners Association are bound to submit Building Plans to the CHOA for evaluation and approval before submission to the Municipality



2.2. Land Use Rights

- The zoning of the larger part of the properties in the estate are Residential 1, with a density of one dwelling unit per erf.
- There are a few sectional title properties within the Estate, zoned Residential 2 with varying densities. These developments shall in most instances require a Site Development Plan prior to building plans being approved by the Municipality. Consent from the respective Body Corporate shall be obtained before submission of plans to the CHOA and Municipality, unless otherwise prescribed in the Body Corporate rules.

2.3. Maximum Coverage

The maximum building coverage is 50% of the site including covered patios, outbuildings, garages, carports and covered balconies, but excluding open patios, pools, etc. This is measured to the external face of the outside walls, but excludes overhang of roofs up to 1 m.

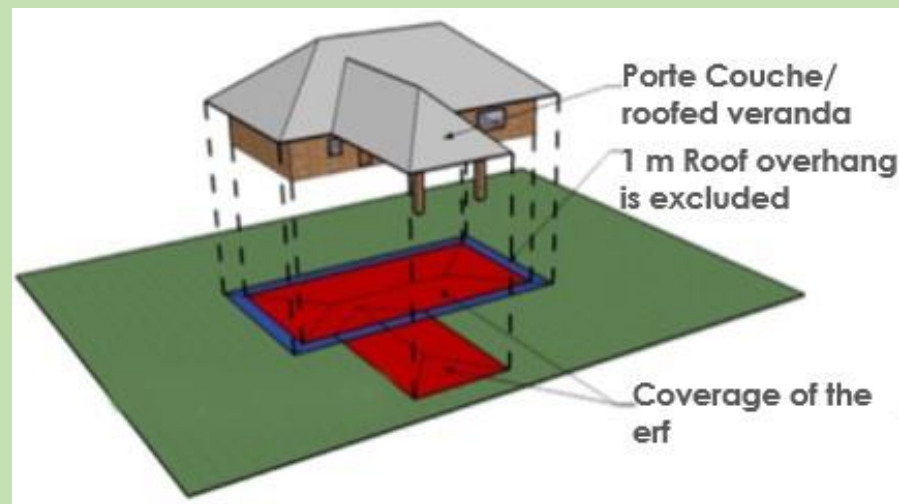


Figure 1

2.4. Height

The maximum height of buildings is restricted to two storeys (10 m), excluding chimneys, or ornamental towers and similar structures. Application for additional height is discouraged and will only be considered in special circumstances and where the continuous privacy of neighbouring properties can be proofed. Refer to the Town-planning Scheme for details regarding definition, inclusions and calculations.

2.5. Street Building lines

The street building line is restricted to 5 m.

2.6. Building Restriction Areas

Privacy of neighbours must at all times be taken into account when building lines are breached. Refer to paragraph 3.2 for building line with regards to garages and carports.

Erf sizes	Rear and side boundary excluding where municipal services are installed	Southern boundaries	
		Ground Floor storey	Double volume single storey or storeys above ground floor storey
Res 1: Erf size 20 m ² - 500 m ²		2,0	3,0
Res 1: Erf size: 501m ² - 700 m ²	2,0	2,0	4,0
Res 1: Erf size > than 700 m ²	2,0	3,0	4,0

Building restriction areas in accordance with the Tshwane Town-Planning Scheme, 2008 (revised 2014)

Height and massing create the sense of openness or enclosure, and affect the amenity of streets, spaces and other buildings.

2.7. An additional dwelling (Second dwelling)

The allowed density is one dwelling per erf and additional (second dwelling) are not recommended. A secondary dwelling is a single self-contained, rentable unit with its own kitchen and bathroom. Such a unit can form part of any floor of the dwelling, including basements and lofts, the unit can also be detached from the dwelling – see figure 2.

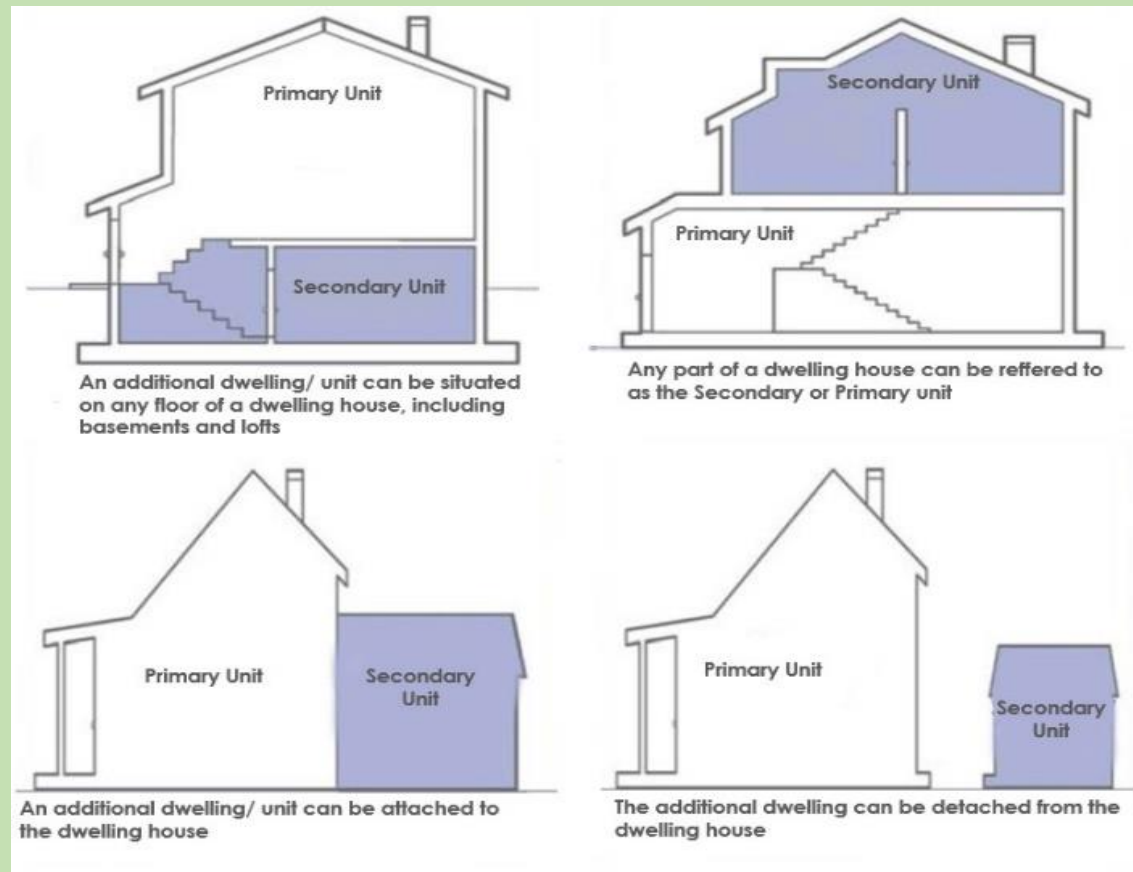


Figure 2

2.8. Staff Quarters

Staff accommodation is allowed. Staff accommodation that does not meet the minimum acceptable requirements for a habitable space in accordance with the National Building Regulations will not be accepted. Temporary structures for the purpose of staff quarters or any form of habitation will not be allowed.

2.9. Rain and Storm water management

In terms of the City of Tshwane Metropolitan Municipality consolidated Bylaws which is supplementary to the National Building Regulations and Building Standards Act, 1977 (ACT 103 of 1977); It is stipulated that when it is impractical for storm water to be drained from a higher-lying erf direct to a public road, the owner of a lower-lying erf is obliged to accept and permit the passage of such storm water over the low-lying erf to the closest road storm water system.

It is suggested that the owners of the neighbouring properties negotiate a suitable solution such as drainage holes, pipelines, canals, furrows or any other measures to safely accommodate such water and good neighbourliness is encouraged. The management of storm water between neighbouring properties is a private legal issue between the parties involved. Neighbouring parties are therefore obliged to obtain their own legal assistance to resolve the matter should there be a dispute.

2.10. Geology

For development of all properties situated on dolomite areas, the Municipality may require a Dolomite Risk Management Plan, which is specific to the said development and shall be compiled by a qualified person acceptable to the Municipality. Such plan shall be submitted to the Municipality before transfer or occupation of the property shall be permitted. With installation of swimming pools or large water features a professional engineer shall be appointed to certify that all requirements have been met in terms of the design for dolomitic areas. Proof of such appointment shall be provided as per SANS FORM 2. The rational design as per building plan together with the engineer's appointment form shall be submitted to the CHOA for aesthetical approval, and then submitted to the Municipality for final approval. The same will apply for large water features that is built into the ground and underground water tanks.

2.11. Municipal Infrastructure

- Electrical sub-stations and meter boxes must at all times be accessible to Municipal officials and owners are responsible to clear vegetation at least 700mm from access doors or cooling grids.
- No pot plants, soil or any other objects may be placed over municipal manholes.
- Streetlights are the property of the Municipality and no work or painting thereof is allowed without the necessary approvals.

*“Architecture
should speak
of its time and
place, but
yearn for
timelessness.”
Frank Gehry*

3. ARCHITECTURAL ELEMENTS AND MATERIALS

3.1. Boundary walls & fences

- All boundary walls and fences shall be in accordance with the National Building Regulations.
- Building plans must be submitted for all boundary walls and fences. Also note that the appointment of an engineer might be required by the Municipality.
- Boundary walls along or relating to street frontages are not mandatory and high boundary walls are discouraged.
- All boundary walls and fences shall be constructed of low maintenance material such as plastered masonry, face brick etc.
- Palisade or any similar V-shaped fencing, corrugated sheeting, pre-cast concrete wall and walling systems, wooden fencing (with the exception of the greenbelt at Oakfields), artificial stone cladding, log construction etc. will not be allowed. Please note that any type of fencing not listed here shall be subject to CHOA approval.
- Tiled walls with high gloss aluminium and stainless trims shall not be permitted.
- The maximum height of walls and fences on the golf course may not exceed 1m and all other walls may not exceed 1.8m, unless the site characteristics is of such a nature that a higher wall is required. When the height of a wall is higher than 1,8 m an engineer shall be appointed to certify the design and construction of the said wall.
- The extension of existing boundary walls within the allowed height shall only be allowed when it is of the same material as the existing wall. No extensions of walls with palisade, PVC materials, walling systems or trellises shall be permitted.

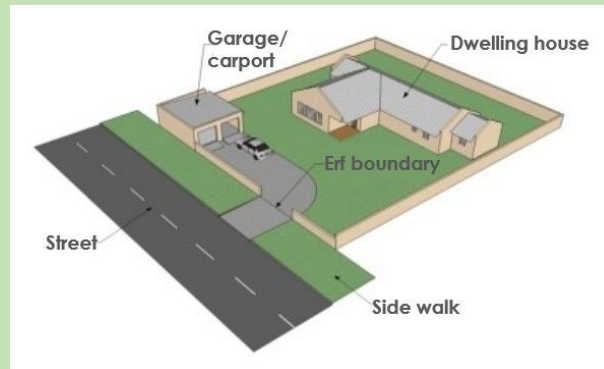
- Retaining walls shall only be allowed in special circumstances where by definition it is intended to “resist the lateral displacement of materials”. All retaining walls require submission of building plans for approval, and it shall be designed by an engineer in accordance with Part K of SANS 10400 of the National Building Regulations.
- No security pegs or electric fencing on boundary walls and buildings will be allowed. This will exclude properties that abuts the perimeter of the Estate where electric fencing and all security measures are installed and maintained by the CHOA.

3.2. Garages and carports

- Garages: Direct entrance from the street: may not encroach on the 5m street building line.



- Garages: Side entrance (not facing the street): relaxation of street building line may be permitted, after consideration of aesthetics.



- Garages shall not be used for habitation or commercial storage.
- Garage doors shall always be kept closed except for entering and exiting or in exceptional circumstances.
- Garage doors shall compliment the architecture of the house and be maintained.
- No steel carports will be accepted. Carports should be consistent with the architectural character of the home.
- No more than 5 garage doors, not aligned in the same direction, will be allowed on a property. Only 3 can face the street, with an unnegotiable 5m distance between the boundary and the last mentioned garage doors.
- Carports: Direct entrance from the street – relaxation of the street building line may be considered, subject to a written undertaking from the Owner that the carport will not be enclosed with walls, doors or in any other way. Where carports are visible from the street or any other public area, additional architectural features may be imposed that compliments the dwelling.
- Shade ports or any shade type of cloth roof screening will not be permitted.

- Boats, Caravans and similar equipment shall be kept on the owner's property, and shall not be visible from any street or the golf course. Where such vehicle will be parked for a short period of time, prior arrangement shall be made with the CHOA.

3.3. Wendy houses and similar structures

- Wendy houses are not allowed.
- Garden tool cupboards which are not larger than 800mm x 2500mm and not higher than any boundary wall and which shall not be visible from any streets, neighbouring properties or the golf course may be considered. Approval shall be obtained from the CHOA before installation.

3.4. Entertainment areas

- No lapa's built of CCA treated poles and thatch roofs will be allowed.
- Entertainment areas within building restriction areas are not recommended.
- Permanent open fire areas such as boma fire pits etc. are not recommended.
- All constructed braais and fireplaces shall have a chimney with a design solution that prevent any air pollution to neighbouring properties.



- Loose standing braais such as webers, mobile pizza ovens etc. shall be excluded from chimneys, however inconvenience and smoke pollution towards neighbouring properties must be prevented.

3.5. Paving

- No half-brick, imprint, tar or loose stone (gravel) paving will be allowed for vehicle access.
- Painting of paving is discouraged and should be pre-approved by the CHOA.
- Homeowners are encouraged to soften large driveway areas with landscaped inlays.
- Samples of proposed paving shall be submitted to the CHOA for evaluation.

3.6. Courtyards and similar Areas

- Washing lines may not be visible from the street, golf course, parking areas or any common areas. Fold away washing lines are preferred.
- All refuse storage areas that include refuse bins, garden bins/drums, recycle bins and similar containers must be fully concealed on the property.
- No refuse bins, garden bins/drums and recycle bins may be permanently stored on the roadreserve (sidewalk/ pavement).
- Dog kennels shall be screened within walled courtyards or service yards and may not be visible from any streets or the golf course.

3.7. Windows

- Window appearances from outside must be aesthetically pleasing.
- The proportion, style, and material of the windows selected shall be consistent throughout all the buildings on the property.
- Reflective, coloured or heavily tinted glazing or film will not be allowed.

- Window frames must be constructed from natural hardwood (painted or treated), powder coated steel, aluminium or PVC (SABS approved).
- Small bathroom windows must as far as possible not be visible from any street.
- The glass of bathroom windows must be frosted, textured etc. to at least conceal 75% of visibility.
- External burglar bars and expanding security grids are discouraged, clear Perspex bars e.g. Multisafe or Yalwa Securebars are recommended.
- The design of burglar bars must be integrated within the window and have simple understated lines, no decorative designs will be allowed. Burglar bars that is installed as an external feature will not be allowed.
- Decorative window art by means of tinting, sandblasting or vinyl stickers shall only be allowed as an architectural accent that is in accordance with the architecture and style of the house. This will not be allowed on all the windows. The design and exact location thereof shall be submitted to the CHOA for approval.

3.8. Colour Palettes

- Colour palettes shall be subdued in the main, when bright accent colours are considered, submission to the CHOA for approval will be required, see Figure 4 as an example.

*Simplicity is the
ultimate
sophistication.”
Leonardo da Vinci*

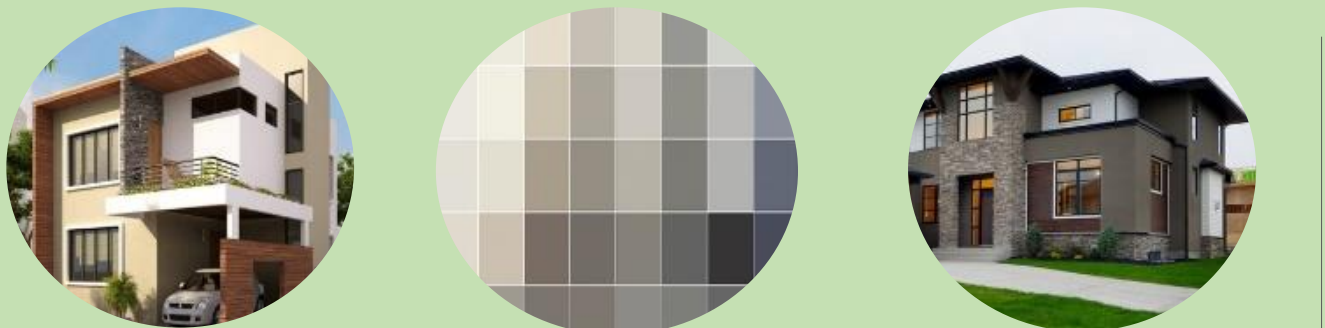


Figure 4

3.9. Signage

- No signage advertising for any business shall be displayed anywhere on the Estate, excluding approved guest-houses and lodges.
- The signage for approved guest-houses and lodges shall be submitted to the CHOA for approval. The signage must be subtle, no bright colours may be used, light box type signage or neon signage will not be permitted.
- No bright coloured, up lit or neon signage or any signage which is not in keeping with the style or character of the Estate will be allowed.
- The painting of house numbers on walls is not allowed.
- Only street numbers and names may be displayed in letters with a font size no larger than 400mm.
- The following materials are preferred - Stainless steel, Painted or treated steel, Relief in plaster / concrete
The use of any other materials for street numbers shall be confirmed with the CHOA.
- Decorative displays on walls shall only be allowed when it forms part of the architecture and style of the house, after approval from the CHOA.

A careful but not demanding palette and material list keeps a design looking cohesive but not over designed.



Figure 5

3.10. Balustrades

- Balustrades shall conform to the National Building Regulations.
- External balustrade designs shall be simple, discreet and elegant. No ostentatious designs will be allowed.



Figure 6

- Preferred materials to be stainless steel, steel (powder coated or painted and rust-free), glass and treated timber. For the use of any other material confirm with the CHOA.

3.11. Gutters and Down Pipes

- Seamless aluminium or chromadeck gutters and downpipes are recommended.
- Gutters, down pipes and fascia boards to be painted in a colour that compliments the roof and wall colours of the house. Bright and contrasting colours shall not be permitted.

*Simple, discreet
and elegant.*

3.12. Awnings, pergolas, stretch tents and louvre decks

- Permanent or movable awnings may be fitted when it forms an integrated part of the architecture and style of the house.
- Awnings containing cloth and stretch tents shall not be visible from any streets, the golf course or any public area and shall be of a single colour that compliments the existing paint colour and style of the house,
- The following awnings and materials will not be allowed:
 - Shade cloth in any colour.
 - Scalloped or tassel ends to awnings.
 - Printed or branded awnings.
 - Bright coloured awnings.
- Louvre decks are only allowed with CHOA approval and when the support frame is not visible and hidden with architectural features that forms part of the dwelling. Louvre decks on the first floor is not recommended.
- Prior approval is needed for pergola structures and may not be mounted against any boundary walls.

3.13. Swimming pools, ponds and water features

- Building plans shall be submitted for approval for all swimming pools, including pre-fabricated loose standing pools. Where ponds and water features are constructed in the ground, building plans will be required for geological purposes and an engineer shall be appointed as per requirement of the Municipality.

- Pools and pool enclosures shall comply with safety rules of the National Building Regulations and all Municipal by-laws shall apply.
- Water (backwash or waste-water) from swimming pools shall not be drained onto any neighbouring property or onto grass or garden areas, but shall be channelled into storm water drains or with the approval of the Municipality into the property's sewerage system.
- Any pumps, filters, heating devices and plumbing shall be located within the property boundaries and screened in such a manner that it is not visible or audible outside the property.
- Water features and fountains are to be designed within the character of the estate, and shall either be an architecturally integrated element (e.g. formal reflection pools) or fulfil a natural function (channels, eco-ponds). Artificial rocks and plastic fitting are not permitted.
- **No loose standing, pre-fabricated swimming pools shall be visible from any streets and public areas.**

*Access to water features
can boost city dwellers'
mental health.*



Figure 7

*Despite the diversity, there
needs to be an overall
harmonious blend, good
urban design makes
people feel good.*

3.14. Play Structures

- Play structures, soccer nets, cricket nets or golf practicing nets may not be visible from outside of the erf without the approval of the CHOA. A plan indicating the location, material and measurements (height, size) of the structure will be required.
- Play structures shall not be within the building restriction areas and the privacy and impact on neighbouring properties shall be taken in consideration.
- No over-looking into neighbouring properties from the play structure will be allowed; neither shall the view of neighbouring properties be compromised.
- The play structure shall not exceed the height of the nearest boundary walls.
- Doll houses must be raised to 1 meter from ground level and may not be used for other purposes. The roof of doll houses must be similar to the colour of the main dwelling and shall not be higher than the boundary wall of the property.

3.15. Other

- Privacy of neighbours must at all times be taken into account.
- Overly decorative and garish styles are to be avoided.
- Blank facades to be sufficiently broken up with windows, facade elements or landscaping.
- Any outdoor elements such as benches, sculptures, decorative garden elements, pots shall conform to the general character of the Estate, unless entirely hidden from view. Please note that any such elements that are visible from any streets or the golf course shall be subject to CHOA approval.
- The use of high maintenance materials is discouraged.
- Prior permission must be obtained for the erection of statues visible from the golf course and streets.

4. UTILITIES AND OTHER INSTALLATIONS

4.1. Solar panels and solar geysers

- Plans shall be submitted to the CHOA for approval. The following information must be included for evaluation purposes:
 - The proposed installation can be indicated on the existing approved building plans.
 - Photographs where the position of the solar panels on the roofs are superimposed must be provided to evaluate the visual impact where the solar installations will be visible from the street, any public areas or the golf course.
 - On scale sketches of the exact location on the roof, this may be indicated on approved building plans.
 - Product information etc. will be requested to assist in evaluating the proposed installation.
- Solar panels on pitched roofs shall be mounted flush with the roof surface and all piping shall be concealed – see photo1 of Figure 8.
- When solar panels are installed on hipped roofs, the visible solar panel surface area shall be placed harmoniously.
- It is recommended that the roof be painted in a similar colour than that of the panels – see photo 1 of Figure 8.
- The solar panels may not cause any reflection into neighbouring properties.
- It is recommended that an engineer be appointed to ensure that the roof design can bear the additional weight of the solar panels.

- Solar canopies (see center photo of Figure 8) which, are usually a solid, waterproof unit or structure that hold solar panels that can be used for awnings, roofs over patios, verandas, carport etc. will be subject to aesthetical approval.
- Solar panels and geysers on flat roofs shall be installed in such a manner that the mounting, geysers and associated plumbing are enclosed and concealed. Such enclosure shall complement the dwelling in materials, style and colour.
- Solar geysers shall be separate from solar panels and all tanks related to solar geysers to be placed inside the roof.
- No reflection(s) from the solar panels shall be allowed, product material shall be of such a nature that reflection into neighbouring and surrounding properties is prevented. Visible netting over solar panels is not permitted,
- Where additional frames or any supporting structures forms part of the installation, an engineer shall certify such structure.
- A Certificate of Compliance must be issued by the supplier for the installation.
- The owner will remain responsible for insurance and maintenance of the system and indemnifies the Centurion Country Club and Homeowners against any claims for damage.



Figure 8

*"We are star stuff
harvesting sunlight."
Carl Sagan*

4.2. Television satellite dishes

- Domestic television satellite dishes and aerials shall be mounted in the least conspicuous, practical position on the dwelling. Satellite dishes shall be maintained (cleaned and painted)
- International satellite dishes and aerials shall not be visible from outside the property.

4.3. Air conditioners

- Air conditioning units shall be installed in such a manner that condenser units and pipes are not visible from any streets or be unsightly for neighbouring properties. The pipes shall preferably be concealed within walls or service shafts. Trunking of pipes are discouraged.
- Air conditioning units must not be audible from outside the property.

4.4. Water tanks and heat pumps

- Water tanks shall be indicated on building plans and where tanks are placed underground an engineer shall be appointed as per requirement of the Municipality (Geology Division).
- When water tanks are installed above ground a concrete slab shall be constructed beneath the tank as per requirements of the Municipality (Geology Division).
- When water tanks for rain harvesting are installed such tanks shall be screened from the street and golf course views or placed within a structure that forms part of the architecture, design and style of the house.
- All related equipment shall be concealed in an appropriate manner.



Figure 9

- Tanks to be beige or grey/ charcoal of colour or preferably painted in the same colour as the house, if appropriate.
- All heat pump systems to be placed on ground level and screened off. Not more that two (2) water tanks will be allowed per property.
- **No private boreholes may be sunk within the Estate.**

4.5. Generators

Residents are urged to consider alternative energy supply options such as solar systems which is environmentally sustainable and a clean source of energy, the use of generators are undesirable and should be eliminated in time.

To regulate the introduction of standby generators, all users of standby generators must register the use of their generators with CHOA as follows:

- Generators shall not be operated outside of power interruptions except for maintenance purposes.
- All installations must comply with the Municipality and Legal requirements.
- The fuel storage must be cleared with the CHOA. (Note: Safety – Diesel is a relatively safer fuel).
- A Certificate of compliance (COC) for electricity installations must be submitted by a registered electrician for all installations including mobile/ portable units.

- A residential silencer must be fitted to all generators. The generator must be housed in an acoustic enclosure to reduce the noise level to 75 dBA so that it does not create a nuisance for neighbours and other residents.
- The placement of the generator must be of such a nature that it does not create an unsightly image or any inconvenience to your neighbours. It must be visibly screened.
- No generators will be allowed to operate between 22H00 and 05H30.
- All residents will be required to complete an application form for the installation and use of generators before permission will be granted.
- Existing generator owners will also be required to complete this form and comply with the above requirements.
- Registration forms are available at the CHOA office.
- Upon receipt of an application, the CHOA will investigate and inspect all the aforementioned before approval is granted.
- Generators shall not be visible from any streets, the golf course or any other public areas, see Figure 10 for screening options.



Figure 10

4.6. Gas Installations

- Gas kitchen appliances (such as stoves, fridges, geysers etc.) are encouraged.
- Gas installations to be screened in a lockable, fenced enclosure. Installation to be undertaken by an accredited Gas Installation Technician, and a certificate of compliance to be issued to the owner.



Figure 11

4.7. Waste and Soil Pipes

All plumbing pipes, electrical conduits and surface wiring shall be concealed within walls, bricked in and made flush against the external wall or concealed in ducts (service shafts). Access panels, only at the junctions, can be approximately 300 x 300 in size and painted to match the house.



Figure 12

“The smallest patch of green to arrest the monotony of asphalt is as important to the value of real estate as streets, sewers and convenient shopping.”

James Felt

5. ENVIRONMENTAL MANAGEMENT

- No building rubble, garden refuse or other litter may be dumped or discarded in any public area.
- Trees shall not be damaged or removed without permission from the CHOA.
- Swimming pool water may not be emptied onto a neighbouring property but into the storm water system.
- Homeowners should ensure that their Home insurer include subsidence and landslip insurance.

5.1. Landscaping

- Landscaping should respond to the architecture and be considered both as an extension of the buildings on the property as well as in context of the broader estate's landscape.
- Hard landscaping materials must reinforce the landscape design philosophy.
- Hard landscaping shall be of low maintenance.
- Planting aesthetics must have visual appeal, variety, simplicity, and a discernible order.
- Indigenous landscape and water friendly planting is recommended, and designs that group high, medium and low consumption planting together. Other planting and designs are not prohibited.



- No invasive or planting that has a negative influence on buildings or neighbouring properties will be permitted

5.2. Landscape Maintenance

- Owners are required to ensure that walls, external features, paved areas, planting, trees, irrigation, pots etc. on the property are properly maintained.
- Owners are required to maintain the road reserve area used as sidewalk.
- Owners must ensure that pedestrian movement and traffic visibility is not compromised by planting or any other landscape features. Where there is a formal paved walkway that forms part of the designated pathways in the Estate, the CHOA will maintain such hard surface.

5.3. Garden lights

- Lighting should be complimentary to the overall building design and must be considered as part of the design process. Mood lighting and up lighters should be considered to enhance the visual experience of the streetscapes at night.
- Lighting should be unobtrusive and low-level. Bright security lighting or coloured lights will not be allowed.
- Lighting should not be obtrusive or a hindrance to neighbours and visitors.

“More and more, so it seems to me, light is the beautifier of the building.”
Frank Lloyd Wright



Figure 14

5.4. Irrigation

- The use of Irrigation for private gardens should be planned in such a way to prevent unnecessary water loss and evaporation.
- All irrigation components and materials shall be maintained by the owner to prevent leakages as part of the Dolomite Risk Plan.

5.5. Garden ornamentations

- Any outdoor elements such as benches, bins, sculptures, decorative garden elements and pots shall conform to the general character of the Estate, unless entirely hidden from view. Where such elements shall be visible from any streets and the golf course the CHOA's approval will be required.
- Ornamentation such as artificial rocks, garden gnomes, figurines, overly elaborate sculptures, etc. is prohibited, unless entirely hidden from view.
- Where garden pots are used as part of the landscaping elements, such pots shall be similar in colour



Figure 15

“Less is more.”

M van der Rohe

(colour to be confirmed at CHOA office) and material and shall compliment the architecture and design of the house. The scale (size) of the pots shall be taken into consideration and the use of pots in the same size and form are recommended.

- The grouping of garden pots shall be harmonious, elegant and not cluttered.

5.6. Trees

- Trees may be planted on your property, with preference given to indigenous trees, which do not have an aggressive root system.
- The distance from boundary walls and structures should be considered to prevent future damage to foundations, walls etc.
- Ensure that trees and its roots on your property do not encroach on your neighbour's rights to enjoy the use of their property.
- Should branches of a tree growing on an adjoining property overhang your property or should the roots of trees damage structure or walls on your property, you may approach your neighbour to prune them back to the boundary line.
- Should your request be refused, you may prune the branches yourself, to the extent where the branches overhang your own property, please note that the pruning will be limited to your own property's boundary.
- You may recover from your neighbour the reasonable expense of removing the branches.
- You may be requested to remove the roots that encroach your property, whether on the surface or underground, or you may remove them yourself, under the same conditions as overhanging branches.

“Someone’s sitting in the shade today because someone planted a tree a long time ago.”

Warren Buffett



Figure 16

5.7. Tree list

The following tree list is only a guide for different size gardens. Planting trees within Estate will not be limited hereto:

Small Gardens:	Medium Gardens:	Large Gardens:
<i>Heteropxysis Natalensis</i> sun/semi, screening	<i>Ilex Mitis</i> sun, semi, screening	<i>Fever tree</i> sun/semi
<i>Kiggelaria Africana</i> sun	<i>Combretum</i> sun	<i>Celtis Africana</i>
<i>Buddleja Saligna</i> sun, screening	<i>Searsia Lancea</i> sun, screening	<i>Platanus Acerfolia</i> sun/semi
<i>Dais Cotonfolia</i> sun, screening if planted dense	<i>Loxostylis Alata</i> sun/semi	<i>Varchellia Karoo</i> sun
<i>Pittosporum Viridiflorum</i> sun/semi	<i>Ekebergia Capensis</i> sun	<i>Wild plum</i> sun/semi, screening
<i>Dombeya Rotundifolia</i> sun	<i>Syzigium Cordatum</i> sun/semi frost sensitive	<i>Syzigium paniculatum</i> sun/semi, screening
<i>LVepris Lanceolata</i> sun, slow grower	<i>Liquidamber Stryct</i> sun/semi	<i>Podocarpus Henkelii</i> sun/semi, screening
		

6. GOLF COURSE ENCROACHMENTS

The CHOA encourage its members to maintain good neighbourliness with the Centurion Country Club (CCC). It must be noted that the Golf course is the property of the CCC and no member of the CHOA has the right to encroach onto the Golf course unless approved by the CCC. Application for encroachments shall be evaluated on merits and the CCC is not obliged to approve such application and existing encroachments shall not be used as a precedent for new applications. It is also expected that no encroachments or gardens will be allowed without measuring against this guidelines (note guidelines in this document referring to views from the Golf course) and prior approval from the CCC. The CCC reserves the right to remove any garden, fence or any other structure on its property at any time.

The following criteria apply on the golf course:

- Prior to erection, nets to screen homes from golf balls must be approved by the Board of the CHOA as well as the CCC's management. The consent of neighbours is also required. An Engineer Certification might be necessary in certain circumstances.
- No gardens will be allowed within play of the golf course.

- An application in writing must be submitted for any garden that will be outside the erf boundaries, prior to the establishment of such a garden. After receiving such application approval, the CCC Management will consider the application and if approved, it will be provisional approval only. Final approval will only be given after completion. The garden must be completed within 30 days from the date of the application.
- Applications must include a list of plants and trees to be used.
- Vegetation to be planted must be in line with the theme of the golf course.
- Any plants planted without an application will be removed after consultation with the Home Owner.
- No applications will be considered when the garden exceeds the out of bounds stakes of the golf course.
- The CCC is the only entity allowed to determine the position of and to move out of bounds stakes. Should homeowners move out of bound stakes, penalties will be incurred.
- Walls, fences and hedges on the golf course boundary are limited to a maximum height of 1m and the material and finishing shall be to the satisfaction of the CCC. Any request to erect walls, fences or hedges higher than 1m will be considered on merits.
- No fence or physical structure (patios, braais, seating areas, water features etc) of any kind may be erected on the golf course.
- No banners, posters or plaques will be allowed on the golf course side of any property.
- The CCC will evaluate gardens and reserve the right to request owners to remove gardens that do not adhere to the rules outside the erf boundaries.
- No hedges will be allowed on the approved golf course encroachment garden.
- No play structures, trampolines or similar equipment will be allowed.
- No edging or any other hard landscaping elements of gardens will be allowed.
- Golfers will have the right to play or retrieve a ball from any part of a garden outside the erf boundaries at any time.
- Grass areas in the rough may not be cut shorter than 15mm.

- The CCC will be responsible for the upkeep of all golf cart alleys and motivate the owners adjacent to the alley to assist with the maintenance, without revoking the responsibility of the CCC.
- Any such application may not create an additional load on the CCC's contractor for maintenance.
- The decisions of the CCC Management Committee are final and binding.

7

RIVER FRONT ENCROACHMENTS

7. RIVER FRONT ENCROACHMENTS

- All residents are required to use the river, river frontage and riverbank areas with respect.
- Residents are not allowed to remove existing bushes or trees growing on the riverbank or adjacent areas.
- Gardening activities are prohibited beyond the boundaries of each home on the riverfront.
- No dumping of garden refuse or any other dumping will be permitted.
- Residents living on the riverbanks are only allowed to beautify or introduce endemic planting and trees of low maintenance with the approval of the CHOA. No structures of any nature will be allowed. Permission should be requested in writing and accompanied with a layout plan and specifications of the intended planting etc. Further note that the CHOA can at any given time remove such additions without compensation should it be necessary.

*“Before anything else,
preparation is the key to
success.”*

Alexander Graham Bell

8. BUILDING PLAN PROCESS, APPROVAL AND CONSTRUCTION

8.1. GENERAL NOTES: SUBMISSION OF PLANS TO THE CHOA

- Adherence to the process for the approval of plans and control of building work is crucial to the maintenance of the aesthetical character and the safe environment of the Centurion Residential Estate and Country Club.
- Only persons registered with the South African Council for the Architectural Profession (SACAP) will be allowed to submit drawings for review.
- The CHOA may, at its absolute discretion, grant a waiver of any of the provisions of these guidelines, but any such waiver shall not constitute a precedent.
- All building improvements shall take into account the aesthetic character, style and materials of the existing dwelling.
- The CHOA recommends that the Owner who intends such alterations to confer with all the affected neighbours and indicate the intensions and duration of the project.
- Any encroachments to the building lines, coverage, privacy or height as determined by the current Town Planning scheme, shall require the consent from the owners of all affected properties. Such consent shall be in writing on the approved forms (Municipal inter-partes agreement forms) and the architectural plans.
- In all cases, plans should be submitted to the CHOA for approval before it is submitted to the City of Tshwane for final approval.
- No advice or discussions with the General Manager or any other employee of the CHOA can be considered to be an approval of the discussed subject.

- A set fee will be charged on submission of such plans. Plan fees are revised on an annual basis by the Board of Directors on 1 March and varies in terms of the category of building work or installations
- Once approval has been obtained from both the CHOA and the City of Tshwane, building construction may commence in accordance with the CHOA Architectural & Building Guidelines. The owner will accept responsibility to see to the fact that the building is completed according to the approved plans.
- Any construction done before approval in writing, will be deemed as unauthorised and done at the owner's own risk. Penalties will follow and the matter will be reported to the Building Inspector. Approval of all such "as built" plans will be at a double levy fee and shall still comply with all items of the guidelines.
- Plans for the above activities should always take into account the aesthetic character of the existing dwelling as well as the overall aesthetics of the estate.

8.2. Categories of building work

NEW DWELLING / TOTAL RENOVATION

Building Plans & fee

BUILDING WORK > 20 M²

Building Plans & Fee

BUILDING WORK < 20 M²

Building Plans & Fees

INSTALLATIONS

Partial plans for presentation purposes
& No fee

OTHER

Sketches, Samples, photos or as
requested & No fee

- New dwelling or total renovation and alteration of existing dwelling
- Building work (additions and renovations) > 20 m²
- Building work (additions and renovations) < 20 m²
- Minor building work such as swimming pool, gazebo, open carports, domestic quarters, screen/boundary walls and gabions < 10 m²
- Installations such as Generators, Solar panels and solar geysers, heat pumps, water tanks etc.
- Other prior approval required from the CHOA such as colour schemes and all other features that is visible from any street or public area which contribute to the aesthetics of the estate such as paving, gates, statues, plant containers, water features, decorative elements etc.

8.3. Building plan process for CHOA and Municipal approval

- Two (2) sets of coloured and 1 x black and white architectural plans (with proposed colour swatches attached), together with the completed submission form, SACAP registration and proof of professional indemnity, is to be submitted to the CHOA for evaluation.
- The CHOA will scrutinise the architectural plans and make recommendations. The CHOA will approach the Board of Directors to assist in the adjudication of the plans, where necessary.
- Once the plans have been approved, the owner or architect shall submit three (3) sets of Building plans together with proof of payment to the CHOA for final signatures etc.
- One set of plans shall remain at the CHOA for record purposes.
- The owner/architect must submit the plans with CHOA approvals to the Municipality, for building approval.

HOMEOWNER / ARCHITECT

Submit the following to the CHOA

- 2 Full coloured and 1 x black and white set of Building Plans comprising of a site plan, Floor plans, Elevations, area schedule (m² / %)
- Submission form
- Zoning Certificate
- Servitude and Building line
- Sample of paint colours and materials etc.
- Architect/ draughtsperson - SACAP registration and professional indemnity
- Appointment of Professional Engineer when required
- Details of existing building and motivation when departing from existing style etc.
- After CHOA approval has been received, submit Plans to the Municipality

BUILDING CONSTRUCTION

- Access can be arranged at the CHOA office
- Prepare Building site in accordance with CHOA site regulations, paragraph 8.4
- Architect to ensure that all construction is in accordance with Municipal approved building Plans
- The Building Inspector to be booked at the Municipality for inspections as required in terms of the Building Regulations during duration of construction
- Final Municipal inspection
- Occupation Certificate – provide a copy to CHOA

CHOA

- CHOA will evaluate the Plans and approach the Board of Directors when necessary
- Communication to Homeowner/ architect when required
- Plans are in order
- Proof of CHOA submission payment
- One set of the plans will remain at the CHOA and a Municipal approved set of plans shall be submitted to the CHOA office

CHOA APPROVAL-FOR MUNICIPAL SUBMISSION

MUNICIPALITY

- After approval from the CHOA, submit the plans to the Municipality together with all required documents
- Circulated to all relevant departments for evaluation
- Presented to Building Control Committee for final approval

MUNICIPAL APPROVAL – BUILDING PLANS

- Schedule request for Building Inspections as per requirements
- On-site inspections with request for rectifications where necessary
- Once construction are finalized and all Certifications for Electrical, Plumbing, Gas etc. has been submitted, the Building Inspector will commence the final Inspection

ISSUE OCCUPATION CERTIFICATE

8.4. Construction process

PRIOR TO COMMENCEMENT:

- The Owner shall supply one full set of approved construction plans, with both municipal and CHOA stamps affixed.
- A Building Program (when required) must be provided to the CHOA stating: the starting date of the project and the estimate date of completion.
- Construction may now commence.
- It is the Architect's responsibility to ensure that all building work conform to the code and immediately report variations/ discrepancies from approved building plans.
- It will be expected from all Architects to deliver a full service, as prescribed by SACAP, and not just compile and submit plans.

AFTER COMPLETION:

- After completion, the Owner must arrange for final inspection with the Municipal Building Inspector in order to obtain an Occupation Certificate
- A copy of the Occupation Certificate shall be submitted to the CHOA and will be kept on file.

8.5. BUILDING SITE REGULATION

- The Owner will be held accountable for the actions and omissions of the Contractor. The Owner may appoint the Contractor to act on his/her behalf, but accountability remains with the owner.
- Portable toilet facilities must be provided and placed with consideration to the privacy of all concerned.
- Building work will be carried out Monday to Thursday between 07:30 to 17:00 and on Friday from 07:30 to 16:00 only. All contract workers need to exit the Estate within half an hour after the stipulated building hours. No work will be permitted over weekends or public holidays.
- Power tools may only be in use as follows:
 - Monday to Friday: 07:30 to 17:00
 - Weekends and public holidays: No activities, unless prior approval was obtained from the CHOA
- When concrete pumps are used, protective sheeting must be provided to ensure there is no spillage in the road or any neighbouring properties.
- A suitable skip must be provided on site to collect all rubble. Full skips must be removed immediately.
- All construction sites shall be screened with shade cloth for the duration of the building contract, as follows:
 - Such shade cloth shall be black with minimum density of 80%.
 - The shade cloth shall be 1800mm in height.
 - The shade cloth barrier shall be fixed securely with sturdy steel droppers and durable horizontal top, middle and bottom cords between droppers.
 - Corner posts shall be properly stayed to prevent sagging or collapse.
 - No advertising on site will be allowed.
- The building site will be kept and maintained in a clean and tidy condition at all times. The street around the construction site will be swept daily. Fines will be imposed if it is found not to be the case. Contractor staff will be restricted to move around in the Estate and are not permitted to walk around in the Estate. The contractor, sub-contractor and or all staff related to the project will stay the responsibility of the owner and it is the owner's responsibility to inform them of all the rules and regulations.

- No Contractor staff will be permitted to sleep over on the premises.
- No construction vehicles may obstruct the traffic flow or park in the road.
- All construction work shall comply with the Health and Safety Act of 1993 or any amendments or replacements of the Act.

ARCHITECTURAL GUIDELINES & REGULATIONS STRIVING TO CREATE

A superior lifestyle for all residents in a safe, aesthetically pleasing surrounding