



Builders' Code of Conduct

Additions and Alterations, Minor Works and Painting

Owner

Erf Number

Contractor

1. General:

- 1.1 Owners must acquaint themselves with the statutory fees before starting any work.
- 1.2 The owner must inform the Building Control Officer (BCO) before commencement of any work.
- 1.3 All work must be done following SHOA's Architectural Design Guidelines (September 2015) and the Builders' Code of Conduct (31 May 2022).
- 1.4 The owner must demonstrate measures to protect "lei waters" (irrigation furrows) and sidewalks adjacent to the site.

2. Fees:

2.1 Architect Fees

Additions/ Alterations to current residence:

2.1.1 Minor (less than R 30 000)	R 1 994
2.1.2 Major (more than R 30 000)	R 2 571
2.1.3 Resubmissions	R 1 787 per plan
2.1.4 HOA approved plans	R 500

2.2 Management Fees

*Subject to annual increases (in May of each year), which may affect your monthly charges, irrespective of whether your building or alteration is in progress.

*The balance will be refunded after Building Control does the final inspection.
It is the owner's responsibility to arrange for an inspection.

2.2.1 Minor Alterations/ Paintwork R2 350

NB. Deposit must be paid before building work commences:

- | | |
|-------------------------------|---------------------------|
| 1. Sidewalk deposit: | R 2 000 |
| 2. Building inspection charge | R 350 (once-off) |

2.2.2 Alterations and additions below an estimated value of R30 000

NB. Deposit must be paid before building work commences: **R3 350**

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|-------------------------------|---------------------------|
| 3. Sidewalk deposit: | R 3 000 |
| 4. Building inspection charge | R 350 (once-off) |

2.2.3 Alterations and additions exceeding an estimated value of R30 000

NB. Deposit must be paid before the building commences: **R6 700**

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|---------------------------------|------------------|
| 5. Sidewalk refundable deposit: | R 6 000 |
| 6. Building inspection charge | R 700 (once off) |

BANKING DETAILS:

- | | |
|----------------------|--|
| 1. Name: | Schonenberg HOA |
| 2. Bank: | Standard, Helderberg Branch (03-30-12) |
| 3. Account no: | 072354070 |
| 4. Proof of Payment: | State erf number as reference |

Email proof of payment to reception@schonenberg.co.za

3. Ablution Facilities:

Contractors will be required to make adequate provisions on the building site of temporary chemical toilets for the use of their employees as well as suitable washing facilities.

Any breach by the contractor in respect of this paragraph 3 shall entitle the Association to:

- a) Deny the contractor access to the Schonenberg Estate until this regulation has been complied with; and***
- b) Levy a fine of R 500 (five hundred rands) per transgression.***

4. Cleaning of Vehicles/Equipment:

The washing of the contractor's vehicles and equipment will not be allowed on the Schonenberg Estate and must be carried out elsewhere.

Any breach by the contractor in respect of this paragraph 4 shall entitle the Association to:

- a) Deny the contractor access to the premises or escort the contractor off the Schonenberg Estate; and***
- b) Levy a fine of R 500 (five hundred rands) per transgression.***

5. Working Hours:

Unless the Association agrees in writing, contractors may only be present at the Schonenberg Estate on the following days and hours:

Regular weekdays	07h15 to 18h00
Saturdays	08h00 to 13h00

Any breach by the contractor in respect of this paragraph 5 shall entitle the Association to:

- a) Deny the contractor access to the premises or escort the contractor off the Schonenberg Estate; and**
- b) Levy a fine of R 2000 (two thousand rands) per transgression.**

6. Watchmen:

Unless the Association agrees in writing, no employees, including guards, will be allowed to remain on-site after working hours.

Any breach by the contractor in respect of this paragraph 6 shall entitle the Association to:

- a) Deny the contractor access to the premises or escort the contractor off the Schonenberg Estate; and**
- b) Levy a fine of R 1000 (one thousand rands) per transgression.**

7. Vehicle Sizes Allowed:

Unless the Association agrees in writing, only the following vehicles will be allowed onto the Schonenberg Estate:

- a)** Fixed-axle design vehicles not exceeding a carrying capacity of 10 tons or 6 m³ (e.g. 6 m³ loose stones = 9.6 t; 4.5 m³ ready-mix concrete = 9.9 t; 8 m³ bricks = 9.6 t);
- b)** no trailers;
- a)** vehicles not exceeding a length of 9.1 m;
- b)** vehicles not exceeding a width of 2.6 m;
- c)** vehicles not exceeding a gross mass of 30,000 kg.

8. Deliveries to Contractors:

At all times, contractors will be responsible for their own and their suppliers' delivery personnel.

- a)** All delivery times will be limited to working hours defined under paragraph 5 above.
- b)** The size of delivery vehicles will be limited as prescribed in paragraph 7 above:
- c)** The contractor must ensure that the road in front of the building site is swept clean to minimise damage and ensure the longevity of the brick road surface.
- d)** The contractor must ensure that the kerbs and sidewalks in front of the site are adequately protected from building damage.
- e)** The contractor must store building material on the building site and get special permission from the Association to neatly store material on the verge directly in front of the site.

Any breach by the contractor in respect of this paragraph 8 shall entitle the Association to:

- a) Expel the defaulting party and the contractor from the Schonenberg Estate; and***
- b) Hold the contractor liable for all costs incurred to rectify the damages.***

9. Occupational Health & Safety Act:

The contractor shall comply with the Occupational Health & Safety Act, 1993 (Act 85 of 1993), as amended, and such regulations as promulgated.

The contractor hereby indemnifies the Association and the owners of the respective properties comprising the Schonenberg Estate against all or any claims which may be brought against them and which the Association or owner may bring against the contractor undertaking operations in connection with building activities on the Schonenberg Estate.

10. Security:

Schonenberg Estate is in an access-controlled environment. Therefore individual guards will not be allowed on the Schonenberg Estate during working hours unless otherwise agreed in writing by the Association.

- a)** The contractor must adhere to the security rules prescribed by the Schonenberg Estate.
- b)** The contractor's personnel must have an identification card, which the Schonenberg Estate Security will issue.
- c)** Personnel must be transported by vehicle to the relevant building site and will not be allowed to walk from one area to another.
- d)** All contractor vehicles entering the Schonenberg Estate must have a clearance disk issued by the Schonenberg Estate Security. Each building site will be allowed a maximum of two vehicles per property so as not to disrupt road verges.

Any breach by the contractor in respect of this paragraph 10 shall entitle the Association to:

- a) Expel the defaulting party and contractor from the Schonenberg Estate; and***
- b) Levy a fine of R 250 (two hundred and fifty rands) per transgression.***

11. Speed Limit:

For safety and security reasons, contractors and their employees must adhere to the speed limits and road signs on the Schonenberg Estate.

Any breach by the contractor in respect of this paragraph 11 shall entitle the Association to:

- a) Expel the defaulting party and contractor from the Schonenberg Estate; and***
- b) Levy a fine of R 500 (five hundred rands) per transgression.***