



# Langebaan Country Estate

## BUILDING INFORMATION PACK

DATED - 01 June 2009



Helping you build your home on the Langebaan Country Estate



## INTRODUCTION

Congratulations on your decision to build a home on the Langebaan Country Estate, the leading environmental fynbos Estate. This information pack has been compiled to assist you through the building process and to ensure that it is both exciting and enjoyable.

Our dedicated professional team is waiting to transform your ideas, thoughts and dreams into your perfect holiday investment, permanent residence and/or retirement home.

## THE ROAD THUS FAR

You purchased a stand on the Langebaan Country Estate in the last few years. A condition of the contract of sale was that you build within 3 to 4 years from purchasing your stand and an additional year's extension has been granted by the Developer.

Subsequently, you may have been contacted by our Construction Liaison Officer, or you may have requested via the sales team or Developer, that we get in touch with you regarding construction of a home.

## THE ROAD AHEAD

Your dream to build your home starts with an informative briefing with the Construction Liaison Officer, followed by a question and answer session where you are encouraged to ask all the questions that may assist you during this process, such as:

- Who designs my home?
- What is the building programme?
- What will it cost to design and build?
- What is my financial commitment through the various stages of the design and construction process?

Our objective is to adequately inform you about the design and construction process and to assist you with all the information you need to minimize unwanted surprises during this exciting time.

## IMPORTANT DECISIONS TO MAKE AT THIS TIME

At this stage there are some important decisions you have to make and it is advisable to make them as soon as possible, these include:

- Selection of an Architect or architectural firm from the Panel of Approved Architects (see portfolios attached).
- Determination of your house style (single or double storey).
- Personal requirements for your home.
- Determination of your budget.
- Your desired construction completion date.



## DEVELOPER APPROVED CONSULTANTS

### Client Liaison

The Developer has employed a Construction Liaison Officer to assist all owners with the design and building process on the Langebaan Country Estate.

Mione van der Walt can be contacted on:

Tel: +27 (0)21 686 5220  
Fax: +27 (0)21 686 5606  
Cell: +27 (0)82 780 0414  
E-mail: [building@langebaanestate.co.za](mailto:building@langebaanestate.co.za)

### Panel of Approved Architects

The following Panel of Approved Architects (PAA) has been appointed by the Developer, Langebaan Country Estate JV, to assist you in designing your home on the Estate:

#### *Warren Simpson and Partners Architects*

Warren Simpson and Partners have been integrally involved in the conceptualising and development of Langebaan Country Estate since inception. With over 40 years' experience, Warren has brought his considerable expertise to the Estate. The majority of the homes on the Estate have been designed by Warren Simpson and Partners.

Warren can be contacted on:

Tel: +27 (0)21 686 7649  
Fax: +27 (0)21 686 5606  
E-mail: [warren@wsap.co.za](mailto:warren@wsap.co.za)

#### *Domain Architects & Urban Designers*

This exciting new partnership brings Alex Smuts and Wim Els to the Estate. Alex has been involved with the Estate since 2007. With many years of experience in various other projects in and around Langebaan and Cape Town, Alex and Wim will design your dream home, holiday house or retirement investment.

Alex can be contacted on:

Tel: +27 (0)21 465 7025  
Fax: +27 (0)86 677 2139  
E-mail: [wim@elsdesign.co.za](mailto:wim@elsdesign.co.za)

#### *Africa Consulting Architects cc*

Liesl Laubscher brought Africa Consulting Architects (ACA) to the Estate in mid 2008, with their field of expertise being quite extensive. ACA strives to achieve excellence in building design through the application of classic design principles and acknowledge that their clients are the cornerstone of their business.

Liesl can be contacted on:

Tel: +27 (0)22 772 1890  
Fax: +27 (0)22 772 2479  
E-mail: [liesl@africaarchitects.co.za](mailto:liesl@africaarchitects.co.za)



### ***Bruce Burmeister and Associates Architects***

Bruce Burmeister and his associates have gained much experience in designing houses on golf estates in the past few years. With the focus on views, space and quality, this firm will fit right in with owners on the Estate.

Bruce can be contacted on:

Tel: +27 (0)21 671 3403  
Fax: +27 (0)21 671 3314  
E-mail: burmarch@telkomsa.net

### ***Munnik Visser Architects (Pty) Ltd***

Director Paul Munnik brings his team to the Estate with a broad based expertise, having designed many homes on golf estates and also clubhouses. This company recently celebrated their 50<sup>th</sup> anniversary, with a client base in the commercial and residential market.

Paul can be contacted on:

Tel: +27 (0)21 423 8020  
Fax: +27 (0)21 423 3378  
E-mail: paul@munnikvisser.co.za

### ***EHH Architects Inc***

With 45 years' experience, Mervyn Tottle and his team believe in competence, professionalism, honesty and integrity, with achieving their client's goals as their philosophy. At EHH there is a willingness to listen and respond to clients' needs and aspirations.

Mervyn can be contacted on:

Tel: +27 (0)21 419 7760  
Fax: +27 (0)21 425 2608  
E-mail: mdtottle@ehharch.co.za

### ***AMA Architects***

The architectural initiative of MA Architects is to uplift the human spirit by shaping his environment, recognise identity and to have satisfaction in creative accomplishment. André Marais heads up this team of creative architects with previous experience on designing on golf courses.

Alex Ferreira can be contacted on:

Tel: +27 (0)22 772 0403  
Fax: +27 (0)22 772 0384  
E-mail: ama@polka.co.za

### **Panel of Approved Builders**

The following Panel of Approved Builders (PAB) has been appointed by the Developer, to construct your home on the Estate:



### ***Keyway Construction (Pty) Ltd***

Keyway Construction, led by John Smith (Contracts Manager) has built up an enthusiastic and professional construction team to build your dream home. The Site Construction Manager and Site Supervisors will ensure that your home will be built to the highest quality and standards.

John can be contacted on:

Tel: +27 (0)22 772 1306  
Fax: +27 (0)22 772 1864  
E-mail: cm@keyway.co.za

### ***Bay Jay Construction***

Jimmy Cook heads up this team of builders and believes in absolute quality. Jimmy has been in the construction industry his entire life, specialising in Langebaan and the surrounding areas. He has built Bay Jay into a company with the highest reputation for quality, delivery and integrity.

Jimmy can be contacted on:

Tel: +27 (0)22 772 2286  
Fax: +27 (0)22 772 1714  
E-mail: bayjay@telkomsa.net

### ***Niël Bouers-Builders cc***

Just over 10 years ago Niël Hauptfleisch opened the doors to this construction company in the Langebaan area. A variety of construction work is taken on, but their main focus is the upper end scale of residential construction. With almost 100 houses completed, this company has proved its quality and customer service in the West Coast.

Niël can be contacted on:

Cell: +27 (0)82 445 9141  
Fax: +27 (0)22 772 1510  
E-mail: v.nhaupt@mweb.co.za

### ***Tiffany Construction***

Jason Hinzelman brings this Cape Town based company to the West Coast to deliver outstanding products to owners on the Estate. Tiffany offers quality and value for money to their clients by forming partnerships at the onset of each individual project.

Jason can be contacted on:

Tel: +27 (0)21 761 6105  
Fax: +27 (0)21 762 6749  
E-mail: jhinzelman@martin-east.co.za

### **Bond originators**

#### ***BetterBond West Coast***

Should you require assistance in obtaining a bond, we can refer you to our Bond Originator, Betterbond whose staff will gladly assist you with your application.



Bertus Kotze can be contacted on:

Cell: +27 (0)84 701 2671  
E-mail: bertus.kotze@betterbond.co.za

## **COSTS INVOLVED**

### Architect

Clients must negotiate a fee directly with their selected Architect and must sign a Client/Architect agreement. The fee will typically range between 5 and 9 percent of the net (of VAT) building contract amount, depending on the scope of architectural services agreed upon. You will need to pay the Architect directly and on the terms agreed upon.

### Structural Engineer

Your Architect will assist you in appointing an Engineer. Fees to be paid directly to the Engineer on the terms agreed upon.

### Land Surveyor

Your Architect will guide you in appointing a Land Surveyor. Fees to be paid directly to the Land Surveyor on the terms agreed upon.

## **A STEP BY STEP GUIDE TO BUILDING YOUR NEW HOME - PRE-CONSTRUCTION**

### Step 1: Appointment of your Architect

An introductory session with all Architects is suggested in order to select the right Architect for you and your home. Once you have selected your Architect, you will need to sign a Client/Architect agreement before moving on to step 2.

### Step 2: Architect briefing

This briefing comprises a one to two hour design and conceptualisation session with the selected Architect. Your Construction Liaison Officer will arrange this meeting at the offices of the Architect or Construction Liaison Officer at a date and time suitable to you. We want to encourage you to bring pictures, magazine articles, design ideas, room layout preferences, personal requirements and budget parameters.

This session will focus on understanding your personal needs and requirements and give the Architect an insight into your vision. It will also be an advantage to have this session in Langebaan to enable you and the Architect to visit your stand and generate ideas on layout, view directions and placement of specific living areas or rooms.

### Step 3: Your first sketch plans and finishes (timeframe: maximum 3 weeks)

The first design of your home, based on the ideas you conveyed to the Architect will be presented to you in the format of a sketch plan. With the sketch plan you will also need to complete a Schedule of Finishes and Budgetary Allowances (SFBA) with your Architect to give an indication of the finishes, equipment and any other items you would like to install in your home.

Comments and suggestions are encouraged at this point in order to clarify your requirements and to ensure they are accurately reflected on your sketch plans.



#### Step 4: The finalised sketch plan (timeframe: maximum 3 weeks)

Your final sketch plan and SFBA will be presented to you at the next meeting to confirm that all your requirements and specifications have been correctly captured on your drawings. It is important that these drawings are then signed off by yourself and the Architect so that they can be forwarded to the Aesthetics and Environmental Committee (AEC) for approval.

#### Step 5: Tender drawings (timeframe: maximum 3 weeks)

Once your sketch plan has been approved by the AEC your Architect will proceed with detailed drawings in order to establish a cost. These drawings will include all sections, elevations, levels, electrical layouts, drainage layouts, etc and also the engineer's design (who will need to be appointed by you). Once you and the Architect are satisfied with these drawings, it is expected that you sign these and submit it to the Building Compliance Officer (BCO) for distribution for tender.

Please note that should there be any changes to the external envelope and extent to external finishes or treatments that may affect aesthetics, your plans will have to be re-submitted to the AEC for approval.

#### Step 6: Tender process (timeframe: maximum 3 weeks)

Following the submission of the detail drawings to the BCO, the Panel of Approved Builders (PAB) will measure the drawings and compile a cost. The completed tender documents will be issued to your Architect who will in turn discuss these tenders with you. You are not obliged to select the lowest or any tender. The cost of the tender will form the basis of the building agreement that you will be expected to sign with your selected construction company.

#### Step 7: Approvals (timeframe: approximately 5 weeks)

Following the signing of the building agreement and payment of your deposit. Your Architect can submit your plans to the local authority for approval. The council fees for plan scrutiny and approval is approximately R10 per square meter.

It is a legislative requirement that every home builder in South Africa registers and enrolls each house with the National Home Builders Registration Council (NHBRC). The cost of the enrolment fee is approximately 1.3% of your land and building cost (maximum of R 34 000) and the builder must be in possession of an NHBRC certificate before any construction activities can commence.

### **CONSTRUCTION - THE BIG BUILD**

Upon receipt of council approved drawings, NHBRC registration and signing of the Estate's Contractor's Code of Conduct, construction of your home can commence on site. From this point onwards you can expect the following approximate timeframes for the completion of your home:

- Single storey houses: 7 - 9 months
- Double storey houses: 9 - 11 months

It is important to remember that any inclement weather and other unforeseen circumstances may have an impact on these timeframes.

A predicted cash flow drawdown for the construction period can be obtained from your builder.



You will receive monthly payment drawdown certificates from your builder which are payable within 7 days. All of these certificates will be certified by your Architect to verify that the certificate relates to work that has actually been completed.

## **ENVIRONMENTAL RULES**

Langebaan Country Estate prides itself as the leading environmental fynbos Estate within the unique West Coast Region. To ensure that this is maintained and nurtured and that the environment is preserved as best as possible, the following rules must be adhered to by clients during visits:

- No plant material is to be removed from the site under any circumstances and no alien vegetation is allowed on site.
- Please ensure that during your site visit you remain within the construction footprint (clearly demarcated by a fence) and that under no circumstances do we allow any person to walk through the veld.
- No animals are allowed on site during site visits.
- No fires are allowed.

## **HEALTH AND SAFETY RULES AND REGULATIONS**

As the Estate has stringent Rules and Regulations pertaining to Health and Safety we kindly request that should you wish to visit your house while it is under construction, you inform the builder in advance. Your builder will gladly accommodate you to the best of their ability, but we request that you adhere to the following:

- No person is allowed to enter any construction site without being accompanied by a representative of their builder.
- The necessary safety equipment as required by law must be worn by all persons visiting a construction site.
- Procedures will be communicated to you by your builder.

## **HANDOVER PROCESS, SNAGGING AND DE-SNAGGING**

Prior to the completion of your home your builder will liaise with you to arrange a handover date convenient for you. The following will transpire to ensure handover happens on time:

- Sign off from your Architect will be explained to you by your builder.
- Your builder will apply for an Occupation Certificate from the Municipality on your behalf.
- Once you have an Occupation Certificate you may apply for your water and electricity at the Municipality, please remember to request a refuse bin when applying for other services.
- Your builder will hand over your keys to your house as well as all guarantees and warranties.
- Please ensure that you receive a copy of the gas certificate should it be applicable as this is important for insurance purposes.

Good luck and enjoy the process of building your dream home on the Langebaan Country Estate.