



# Langebaan Country Estate

## AESTHETICS AND ENVIRONMENTAL COMMITTEE REQUIREMENTS

Made in terms of the Constitution of the  
Langebaan Country Estate Owners' Association

DATED - 07 June 2017





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## 1. PREAMBLE

The Langebaan Country Estate (LCE) Aesthetics and Environmental Committee (AEC) has been established as an oversight body to ensure harmonious integration of residential design and construction within the LCE.

In order to maintain aesthetics, standards, general appearance and security arrangements it is necessary that owners, professionals, builders, contractors, and their sub-contractors adhere to rules and regulations as determined by the Langebaan Country Estate Owners' Association (LCEOA) from time to time.

Strict adherence to all aspects of these rules is required and expected at all times and in all respects. The LCEOA or Building Compliance Office may impose penalties as specified in the LCE policy manuals in the event of any non-compliance.

All owners are aware of the fact that they have invested in an environmentally sensitive development and agree to conform to all environmental controls specified by the Developer, LCEOA and the AEC. All parties, consultants, professionals, owners, staff and visitors need to be aware of the environmental requirements.

All designs are to comply with the LCE Architectural Guidelines and LCE rules and policy manuals.

A Building Compliance Officer (BCO) has been appointed to oversee compliance on site. It is strongly recommended that all newly appointed professionals and owners contemplating building on the Estate, schedule a meeting with the BCO prior to commencement of the process to be fully informed of all the Estate regulations.

## 2. THE AESTHETICS AND ENVIRONMENTAL COMMITTEE

The AEC comprises the BCO, the Developer (or nominee), at least one registered architect appointed by the Developer, and the Estate Manager. The architects currently appointed to the AEC by the Developer are Warren Simpson and David Moffett.

The AEC contact details are as follows:

Cecile Botha  
Contractor's Camp, Club Drive, Langebaan Country Estate, Langebaan, 7357  
Cell: +27 72 479 1877  
Tel: +27 22 772 1306  
Fax: +27 22 772 1864  
Email: [building@LCE.co.za](mailto:building@LCE.co.za)

## 3. AEC APPROVALS

AEC approvals are required to ensure compliance with the LCE Architectural Guidelines and all LCE policy manuals.

In order to facilitate the process it is strongly suggested that in order to prevent abortive work, at least the first two designs by new professionals be submitted at sketch plan stage prior to preparation of Municipal drawings.



The prescribed drawings that require the AEC stamp of approval are Local Authority drawings as well as ALL external envelope changes. The Saldanha Bay Municipality (SBM) will not accept LCE plans without an AEC stamp of approval.

#### 4. SUBMISSION PROCESS

##### 4.1 Scrutiny Fees

The following scrutiny fees (excluding VAT) are applicable for each and every submission of plans to the AEC:

A	Sketch and Municipal plans	R 2,500.00	per submission
	Sketch and Municipal plans for first 2 houses on the Estate by any professional	R 5,000.00	per submission
B	Alterations & additions (where council approval required)	R 1,000.00	per submission
	Alterations & additions (where no council approval required)	R 750.00	per submission
	Amendments to approved AEC plans	R 750.00	per submission
	Site works, i.e. walls and swimming pools (where council approval required)	R 750.00	subsequent submissions
	Site works, i.e. landscaping and fencing or site works (where no council approval required)	R 500.00	subsequent submission
	Subsequent approval of external lights position & type, air conditioning units position & screening, and any other change or addition requiring AEC approval	No fee	per submission
	Exterior wall colour approval	No fee	per site visit
	AEC architect consulting fees	R 1,000 R 550.00	per hour minimum charge
C	Waiver applications	R 1,000.00	per submission
	Consolidation of erven	R 750.00	per submission

Note that any amendment to the appearance, footprint, external envelope or landscaping of a dwelling requires prior AEC approval.

Submissions of category A are limited to a maximum of three submissions and category B to two submissions. Should additional submissions be required, a further fee will be levied by the AEC.

For new professionals designing on the Estate, the R 5,000.00 fee comprises of the R 2,500.00 submission fee and a session with one of the AEC architects at the rate of R 2,500.00 to guide the professional in terms of the LCE Architectural Guidelines whether or not such professional chooses to schedule such session.

Scrutiny fees must be paid prior to submission of plans to the AEC.

Scrutiny fees may be adjusted from time to time at the sole discretion of the AEC.



## 4.2 Plan Submission

All plans together with the AEC scrutiny fee (proof of payment) are to be submitted to the BCO for distribution to the AEC members.

Payments are to be made to:

Account name: Langebaan Country Estate BCO  
Bank: Standard Bank  
Account type: Current Account  
Branch No.: 050511  
Account No.: 282 320 180  
Reference: AEC / *Stand number*

## 5. SUBMISSION FORMATS

### 5.1 Sketch Plans

- a. 2 hard copy sets of drawings are to be submitted in 1:100 format (1 for AEC records, and 1 for return to the professional).
- b. SACAP registration number should be indicated on plans.
- c. Land surveyor's height certificate.

Drawings are to include:

- Site diagram showing neighbouring houses (can be obtained from the BCO)
- Ground floor layouts
- First floor layouts (if applicable)
- Elevations
- Sections

### 5.2 Municipal Plans

- a. 4 A1 hard copy sets of drawings in 1:100 format (1 for AEC records, 2 for Local Authority approval and 1 for return to the professional) are to be submitted.
- b. SACAP registration number should be indicated on plans.
- c. Land Surveyor's height certificate (if no submission at sketch plan stage).

Drawings are to include:

- Site diagram showing driveways and neighbouring houses (can be obtained from the BCO)
- Ground floor layouts
- First floor layouts (if applicable)
- Elevations
- Sections
- Storm water management plan
- Landscape framework plan



## 6. INFORMATION TO BE INCLUDED ON MUNICIPAL PLANS

### 6.1 Information Required for Municipal Submission Plans

- The correct site cadastral layout with its building lines clearly indicated;
- The position of existing neighbouring houses including boundary walls, yard walls and fences;
- A roof plan of the dwelling, outside living areas and driveway access from existing carriage ways;
- The site plan is to show all services (can be obtained from the BCO), kerb lines, driveways, hard landscaped areas and yard fence/wall lines;
- Site areas, coverage calculations and hard and soft landscaping schedules;
- The colour of roofs (as indicated by the AEC), walls, windows, doors and brick paved areas as well as the extent and type of wall finishes must be indicated;
- Sections must clearly indicate the natural ground line and building heights to the roof ridge. 4.8m maximum to single storey, 6.5m maximum to loft (with consent) and 8.5m to double storey houses (all from average natural ground line of the foot print and in accordance with the site height certificate);
- In addition the position of all external lights, external air-conditioning units/condensers and solar panels are to be clearly indicated;
- The site plan is also required to clearly indicate the extent and percentages, of the built coverage, hard landscaping/paved areas, lawned areas and the natural fynbos provided for;

### 6.2 Endorsements

Each AEC approved plan is to be endorsed by the professional as follows:

“The contractor is not to deviate from or change any of the following as indicated on the approved plans:

- The external envelope or colour and extent of external finishes/treatments that may affect aesthetics;
- Design, style, size and configuration of all external doors, windows and gates;
- No boundary wall may exceed 2100mm above N.G.L.;
- All plumbing pipes including vent pipes other than sub-stacks are to be fully concealed;
- Landscaping (hard and soft) to comply with the LCE Landscape Guidelines Document.
- Alarm system to comply with LCE Private Residence Alarm Systems Regulations and Recommendations.”

## 7. LCE APPOINTED PROFESSIONALS

Height certificates and detailed surveys (if required) may only be issued by LCE’s appointed land surveyors.



The land surveyors' contact details are as follows:

**African Consulting Surveyors**

Tel: +27 22 772 2230

Fax: +27 22 772 2353

E-mail: info@africansurveyors.com

**MJ Geomatics**

Tel: +27 22 772 1067

Fax: +27 82 257 3734

E-mail: judyviz@vodamail.co.za

**8. AEC TURNAROUND TIMES**

The AEC sits formally at least twice a month (the BCO may be contacted for dates). Should an owner require a special sitting of the AEC an additional fee may apply.

All plans (sketch and municipal) will be scrutinised and returned to the professional or owner within 5 working days of the AEC meeting.

The plans will be returned with notes, the AEC stamp of approval (where applicable) and a covering letter.

**9. CONSOLIDATION PROCESS**

Application for approval of consolidation must be made to the LCE Owners' Association via the LCE Aesthetics and Environmental Committee (AEC). Prior written approval is required from the Developer in terms of clause 27(e) of the LCEOA Constitution. A consolidation drawing of the two erven must be prepared and lodged with the Municipality and the Surveyor General for formal approval. An attorney will need to register the approved consolidation at the Deeds Office.

Where two stands are consolidated, with the residence only built on one erf, planting of fynbos on the attached erf must constitute a minimum of 50% of the unbuilt erf area.

Professionals, who have experience of this process on LCE:

Land Surveyors	CK Rumboll ACS MJ Geomatics	Alwyn Steyl Heinrich Witsche Judy van Zyl	alwyn@rumboll.co.za heinrich@africansurveyors.com judyviz@vodamail.co.za
Attorneys	Herold Gie Ebersöhns	Martin Vermeulen Lana Ebersöhn	mvermeulen@heroldgie.co.za info@ebersohnslaw.co.za

**10. LCE MINIMUM SPECIFICATIONS**

**10.1 Landscaping Allowance**

The contract price from the contractor to the owner is to include the minimum specified allowance for landscaping (excluding irrigation). The selected Developer appointed landscaping contractor will fall under the contractor as a sub-contractor.



## 10.2 Alarm System Allowance

All houses are to be fitted with an alarm system to at least the minimum specification as per the LCE Private Residence Alarm Systems Regulations and Recommendations. Alarms are to be monitored by the Estate Security Provider. The cost of the installation of the alarm system is to be included in the contract price of the contractor to the owner.

## 11. TENDER PROCESS

The tender process will be conducted by the BCO office and must be overseen by a professional. In the instance where an owner does not employ a professional to manage the tender process or employ his/her professional in a full service agreement, an AEC architect must manage this process on the owner's behalf at a maximum fee of R 5,000.00.

Tender submissions must include the following:

An envelope for each contractor invited to tender as well as an envelope for the BCO, to include:

- Completed LCE Tender Cover Sheet (can be obtained from the BCO)
- Completed Schedule of Finishes and Budgetary Allowances
- Architect drawings
- Engineer drawings
- PDF drawings to the BCO

## 12. CONSTRUCTION

Construction may not commence on site without the prior approval of the plans by the AEC and the Local Authority.

No plans may be accepted by a contractor without the AEC stamp of approval.

Prior to commencing on site, the appointed contractor must submit to the BCO, a full copy of the signed Building Agreement with the client for each new house.

## 13. COMPLETION

On completion of the dwelling, and subsequent to the receipt of as-built drawings (in pdf and autocad format), an AEC representative, together with the BCO will inspect the dwelling. Factors for the AEC to consider are (including, but not limited to):

- External paint colour and quality
- External lighting
- Roof tile colour and make
- Paving
- Landscaping
- Envelope changes
- Storm water





Should any of these factors not comply with all of the relevant LCE guidelines and rules, the AEC may refuse to sign off the dwelling until all is rectified. The BCO will only issue the Clearance Certificate once the AEC's sign off is received.