



HOMEOWNERS ASSOCIATION

RULES AND REGULATIONS

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INTRODUCTION

1. These rules are designed to promote and protect the high quality lifestyle and the security to which residents of the Stone Ridge Estate, inclusive of all townhouse complexes in the Estate, aspire.
2. The prime objective of these rules and regulations is to preserve and enhance security, the harmonious internal and external control, the aesthetics and the environment.
3. The rules have been established in accordance with the Memorandum and Articles of Association of the Stone Ridge Estate Home Owners Association (HOA). The rules and regulations are binding upon all occupants of the Estate, as is any decision taken by the Directors in interpreting these rules.
4. The Architectural Design Guidelines, received separately from the Developer, shall be deemed to be incorporated in, and to form part of these rules.
5. It is the responsibility of the registered owners of erfs or units at Stone Ridge Estate to ensure that members of their families, as well as their tenants, visitors, friends, invitees, contractors and employees abide by these rules.
6. Harmonious community living is achieved when residents use and enjoy their private property as well as the public areas of the Estate. General consideration of all residents by and for each other will greatly assist in assuring harmonious relations of the Estate. Assaults, threats of assault, violent acts, swearing, use of foul language and other acts of verbal abuse against any HOA member, estate manager, fellow owners, residents of, visitors to, contractors, directors of, security personnel and employees of Stone Ridge Country Estate is strictly prohibited.
7. In the event of annoyances or complaints, the parties involved should attempt as far as possible to settle the matter between themselves – exercising tolerance and consideration. When a problem cannot be resolved, the matter should be brought to the attention of the Directors for further recommendation in terms thereof. The Directors, who meet on a monthly basis, will entertain written submissions only.
8. The decision of the Directors is final and binding in respect of the interpretation of these rules.
9. These rules are subject to change from time to time at the discretion of the Directors.

CONDUCT RULES/GOOD NEIGHBOURLINESS

USE OF THE STREETS

The streets of Stone Ridge Estate are for the use of all residents, whether it be on foot, roller skates, bicycle, motorcycle, delivery van or car.

Please note that motorcycles, delivery vans and cars are considered part of the street environment, but are not necessarily the dominating factor.

All roads in the Estate are public roads and are subject to the relevant road traffic ordinances or by-laws.

1. Only licensed and roadworthy vehicles of the kind permitted on public roads will be allowed to use the roads in the Estate.
2. Vehicles are not allowed to drive in parks and on pavements.
3. The speed limit is restricted to **30 km per hour** throughout the Estate and **15 km per hour** in the townhouse complexes.
4. Parents are responsible for ensuring that their children are made aware of the dangers relating to the use of streets and must take responsibility for their children's safety.
5. Only licensed drivers may operate and drive engine-powered vehicles in the streets of the Estate.
6. Parking is only permitted in the areas designated for this purpose. Parks, open spaces, sidewalks, kerbsides and in the streets opposite traffic islands or in road circles are off limits.
7. Pedestrians will frequently cross streets in the Estate and have the right of way. Motorists are reminded always to drive with caution.
8. Bicycles have preference over motor vehicles when using Estate roads. Cyclists must, however, still adhere to all the rules of the road as well as these rules regarding road usage.
9. Using motorcycles or other vehicles with noisy exhaust systems or which are unsafe for entering or exiting the Estate, is prohibited.
10. Motorcycles, skateboards and roller skates are not allowed on walkways/jogging-paths.
11. The Board, through its authorized representatives, has the authority to apprehend and fine motorists who disregard the rules of road use contained herein, as well as, skateboarders and roller skaters who are using the walkways/jogging paths.
12. The amount to which fines will be levied will be decided by the Board of Directors from time to time, but fine are presently as set out in the Estate Fines Guidelines for first offences.

BUSINESS RIGHTS

1. Any business activity or hobby that could cause aggravation or nuisance to fellow residents may not be conducted from any property. This includes auctions and jumble sales.
2. No business may be conducted from home without the written consent of the HOA and then only if such business is permitted in terms of the Estate planning scheme applicable to the unit.
3. All owners/tenants wishing to conduct businesses from home have to apply to the HOA in writing, who will deal with any such application at the first Board meeting after the submission of the application.
4. The following factors will play a role in the Board's decision:
 - Will the business cause an influx of visiting vehicles into the Estate?
 - Will it generate excessive noise?
 - Will it have a negative impact on neighbouring stands?
 - Does it have the potential to attract criminal elements into the Estate?
 - Will it depend on on-site advertisement and high visibility?
 - Will it fit in with the general character of the Estate?
 - Will it enhance or reduce the desirability of the Estate for prospective investors?
 - What will the effect of the business be on the general value of units in the Estate?
 - Will the business require additional building construction?

- How do the direct neighbours of the applicant feel about the intended business?
 - Will adequate parking be made available to prevent sidewalk parking?
5. The Home Office may not exceed 60 m² in total.
 6. Only a business where the owner is self-employed with no staff on-site will be considered.
 7. The Board's decision is final and no appeal is possible.
 8. All business operations must adhere to the criteria and conditions as specified by the HOA and to local municipal by-laws and regulations.

NOISE

1. The volume of music or electronic instruments should be kept at a level so as not to create a nuisance to neighbours.
2. Parties must be conducted with a minimum of noise generation and no music or noise caused by merrymaking shall be heard beyond the boundaries of the applicable erf or unit between midnight and 08:00.
3. The do-it-yourself repair and maintenance of motor vehicles, or any other internal combustion engine vehicle, craft or implement, must take place out of sight from the Estate streets and may never cause disturbance or be intrusive to neighbours or other residents.
4. The use of power saws, lawnmowers, and the like (electric mowers are preferred), should only be undertaken between the following hours:
 - Monday–Friday:** 08:00–18:00
 - Saturdays:** 08:30–17:00
 - Sundays:** 09:00–14:00

FIREWORKS

No fireworks may be set off within the boundaries of the Estate. Criminal charges may be brought against perpetrators and an internal fine as prescribed by the Estate Fines Guide lines will be levied.

PETS

Let your pet not be a cause of disagreement between you and your neighbours.

1. The local authority by-laws relating to pets will be strictly enforced.
2. Residents may not keep more than two dogs, or two cats, or one dog and one cat on their property without the written permission of the HOA.
3. Poultry, pigeons, aviaries, wild animals or livestock may not be kept on the Estate.
4. Should any excrement be deposited in a public area, the immediate removal thereof shall be the sole responsibility of the owner of the pet. Neglect to comply may result in a fine as stated in the Estate Fines Guidelines.
5. Every pet must wear a collar with a tag indicating the name, telephone number and address of its owner.
6. No pets are allowed to roam the streets. Roaming pets will be removed immediately, without notice to the owners, and will be handed to the SPCA.
7. In the event of the owner being known to the Estate Manager, or the owner becoming known to the Estate Manager, a fine stated in the Estate Guidelines may be levied, depending on the circumstances leading to the animal being outside of the owners stand.
8. Pets must be walked on a leash in public areas. All streets, parks and open areas are defined as public areas.
9. The HOA reserves the right to request the owner to remove his/her pet should it become a nuisance on the Estate.
10. The owner will be responsible for any damage or injury caused to property/persons/other animals within the Estate by his/her dogs or cats.

ENSURING A PLEASING STREETScape

The collective pride of the Estate is dependent upon the contribution of every owner to create a neat and pleasing streetscape.

1. Each stand owner is responsible for maintaining the area between the kerb and the boundary of his/her property in a clean and pleasing condition.
2. The HOA can compel the owners or tenants to improve the aesthetic appearance of this area when deemed necessary – at the cost of the owner.
3. Garden fences and/or walls are outbuildings forming part of the streetscape and should be regularly maintained and painted where necessary.
4. Remember that the HOA has the right to effect repairs at the cost of the owner should it be considered necessary.
5. Building material may under no circumstances be dumped on the sidewalks or streets. The owners will be liable for any damages in this regard.
6. No trees, plants or sidewalk lawns may be damaged, removed or planted without the permission of the HOA.
7. Planting should not interfere with pedestrian traffic or obscure the vision of motorists.
8. Gardens bordering the pavements must be kept neat and tidy at all times, failing which the HOA shall have the right to clean the garden at the owner's cost.
9. No Wendy houses or toolsheds may be erected. If the owner refuses to remove such structures, the HOA may remove such structures at the cost of the owner.
10. Caravans, trailers, boats, equipment, tools, engines, vehicle parts, as well as accommodation for pets, must be located out of view and screened from neighbouring properties and the street.

GENERAL RULES

1. Washing lines must be suitably screened from neighbouring properties.
2. Refuse, refuse bins etc. may not be placed on the pavement except on official collection days. Gardens refuse must be removed on the same day.
3. Advertisements or publicity material may not be exhibited or distributed unless the consent of the HOA has been obtained.
4. Owners must ensure that domestic workers and other employees do not loiter on the Estate and specifically not at any prominent places such as at the gates, road circles, streets etc.

ENVIRONMENTAL MANAGEMENT

“The degree of environmental care exercised by community says much for the level of culture and refinement attained by the said community” (Anon)

1. No rubble or refuse may be dumped or discarded in any public area, including parks, streets, sidewalks, lakes, dams or vacant stands.
2. Residents and their guests are urged to leave any open space they visit in a cleaner condition than that in which it was found. Residents should also develop the habit of picking up and disposing of any litter encountered in the open spaces.
3. Picnicking is only permitted at the Estate clubhouse.
4. Flora may not be damaged or removed from any public area.
5. Fauna of any nature may not be chased, trapped or harmed in any way in any area of the Estate.
6. Residents shall maintain trees, plants and shrubs that are planted on their pavements by the HOA.
7. Residents shall maintain a high standard of frontage garden and pavement maintenance.
8. Residents shall ensure that declared noxious flora are not planted or allowed to grow in their gardens.

9. Vacant stands must be cleaned on a regular basis to the satisfaction of the HOA, failing which the HOA reserves the right to clean the stand at the owner's expense.
10. The residents use any open space areas in entirety at their own risk at all times. The HOA will entertain no claims for damages of whatsoever nature or from whatsoever cause arising.
11. No swimming, playing, boating or fishing in the dams, rivers or fountains is allowed, nor are dogs permitted to swim therein.
12. Garden encroachment onto the pavement is permitted as long as it does not obstruct view or is a safety issue.
13. Floodlights must be adequately screened so as not to cause discomfort to neighbours.
14. Dogs are to be exercised on a leash only and are to be restricted to streets and walkways (see requirements relating to pets).

COMPLAINTS/ARBITRATION

In the event of annoyances or complaints, the parties involved should attempt as far as possible to settle the matter between themselves, exercising due tolerance, reasonableness and consideration.

Where a dispute cannot be resolved, and in particular, a dispute between neighbours, the procedure shall be the following:

1. A written submission has to be made by the parties involved in the dispute to the Directors of the HOA.
2. The Directors may decide at their sole discretion if they will arbitrate in the matter or not.
3. In the event that the Directors are of the view that they are entitled to arbitrate the matter, the decision of the Directors shall be final and binding in respect of the resolution of the dispute.
4. In the event that the Directors are of the view that they are not prepared to arbitrate in the matter, the Directors may either:
 - Inform the parties involved that the Directors are not prepared to arbitrate in the matter and the parties will have to resolve the dispute themselves and/or by legal action and/or arbitration.
 - The Directors may refer the matter to an independent arbitrator at the Directors discretion, in which event the arbitrator's fees shall be paid in advance in equal shares by the parties to the dispute.
 - In this regard, the arbitrator's decision shall be final and binding and the arbitrator shall be entitled to make an award as regards legal costs.
 - No party and/or resident shall have any claim of whatsoever nature for damages against the HOA as a result of a decision taken by the HOA regarding the interpretation of these rules.

SECURITY

“Every time you break security protocol and regulations, you are making it easier for criminals to do the same” (Ex-cop)

Main Gate

1. The main gate is reserved for owners, visitors and emergency vehicles only (for example police, fire brigade and ambulances).
2. Small service cars to residences are permitted (for example plumbers, electricians, TV repairs and private garden services).
3. No building material delivery vehicles are permitted (only in special cases with the permission of the Estate Manager). These vehicles have to enter via the Contractor’s Gate.

Contractor’s Gate

The contractor’s gate must be used by owner builders, builders, contractors, sub-contractors and all building workers.

General:

1. Security protocol at the gates must be adhered to at all times.
2. Only security personnel, the Estate Manager or members of the Committee may be allowed into the gatehouses. Residents may only be allowed inside the gate-house to receive and return clubhouse keys.
3. Residents, visitors, builders and their staff are required to treat all security guards in a cooperative and patient manner. The security guards are doing a difficult job. No “outbursts” or any form of verbal abuse towards security guards will be tolerated. Any misconduct in this regards will be punished with fine as prescribed by the Estate Fines Guideline.
4. The **ID** card system and procedures for permanent domestic workers of owners must be conscientiously enforced by every owner with respect to people in his/her employ.
5. All owners must ensure that contractors in their employ adhere specifically to the security stipulations of the **Contractors Code of Conduct**.
6. All attempts of burglary or instances of fence-jumping must be reported to a member of the security staff, the Estate Manager or the Security Sub-Committee immediately.
7. Security is an attitude; be aware that you need to enforce and apply security to make it work. Do not hesitate to question suspicious persons not displaying formal **ID** cards.
8. The Estate will be manned by security 24 hours a day, and patrolled on a random basis.
9. The security centre at the gatehouse should be advised in advance of pending arrival of visitors where possible, in particular, details such as vehicle registration numbers and property to be visited should be provided.
10. New occupants (owners/residents) must advise the Estate Manager Office and the Security Supervisor on duty of their home telephone/cellular phone number and address to enable security to make contact for permission to allow visitors to the residence.
11. No property may be secured with razor wire or similar fencing during or after the construction period.
12. Residents on the perimeter wall are responsible for keeping any overgrowth clear of electrified fence.
13. Residents on the perimeter fence must advise any visitors of the dangers pertaining thereto.
14. No residents may issue instructions to security personnel.
15. Access cards/disks may not be used by anyone other than the homeowner and registered users, nor may access cards/disks be loaned to other persons.

ARMED RESPONSE AND HOUSE ALARMS

1. A resident may, at his/her own expense, post a security officer on his/her premises from the accredited security company as appointed by the HOA.
2. Residents are requested to inform the Estate Manager if they employ such a person.
3. Residents are requested to inform the Estate Manager/security if they will be away from their premises for a period of longer than four days. If applicable, full details must be provided of the person/s that will be occupying the premises during that time.
4. Residents may not refuse access to their property if any form of maintenance (preventative or current) must be carried out to the boundary wall/palisade fence or security-related equipment.
5. Repairs and maintenance times will be coordinated with the Estate Manager. Residents must be cooperative regarding any fence-/wall-related issues, as damages or destruction thereof poses a major security risk and affects all residents within the Estate.

ACCESS CONTROL FOR RESIDENTS AND VISITORS

Residents

1. For security reasons, only residents living in the Estate may apply for access disks at the Estate Manager Office. The resident has to complete and sign the prescribed application form.
2. Residents should be in possession of an electronic access disk, which they obtained from the Estate Manager Office at a fee.
3. Residents who enter the Estate without an access disk will be handled as visitors by filling in the visitor's book.
4. The Board is authorized to determine the conditions under which additional disks may be purchased.

Visitors to Residents

1. Visitors/customers/services to residents must complete the register and will be issued with a "visitor's card" when entering the Estate via the visitor's lane.
2. Taxis may only enter the Estate if the resident concerned has made prior arrangements. Only the taxi driver and the visitor will be allowed access. All other occupants must exit the vehicle and remain at the front gate. The driver must complete the register and will be issued with a "visitor's card" when entering the Estate via the visitor's lane.
3. Visitors/customers/services and taxis to residents must return the "visitor's card" when exiting the Estate.
4. Security may refuse access to any visitor under the influence of alcohol or drugs, where access is not authorized by the resident or otherwise in terms of these rules.

Other Visitors

Prospective buyers will only be allowed into the Estate if they are accompanied by the appointed sales representative, or during official sales times as displayed at the gate. A routing slip must be completed and handed back to the gate on exit.

DOMESTIC WORKERS/DOMESTIC SPOUSES/GARDENERS (FULL-TIME)

1. The resident must complete the prescribed application form for permanent staff at the Estate Manager Office. The resident must supply a copy of id/passport document, as well as two colour passport pictures.
2. A domestic worker, domestic spouse and full-time gardener will be issued with a clip-on laminated ID card (at a fee). These ID cards will be issued daily at the gate on arrival and must be handed back when leaving the Estate. These cards must be displayed in the Estate at all times.

TENANTS, VISITORS, CONTRACTORS AND EMPLOYEES

In the final analysis, the responsibility of enforcing the house rules rests with the owner.

1. Should any owner let his/her property, he/she shall notify the HOA in writing in advance of occupation, the name of the lessee, and the period of such lease. The owner shall inform the lessee of these rules.
2. The occupants of any property within the Estate are liable for the conduct of their visitors, contractors and employees and must ensure that such parties adhere to the rules.
3. All owners must ensure that contractors in their employ have signed the Contractor's Code of Conduct prior to commencement of work, and that they adhere to the stipulations of the contract at all times.

LETTING AND RESELLING PROPERTY

The concept of this Estate imposes certain restrictions on the manner in which estate agents may operate therein. In order to ensure that the rules applicable to the Stone Ridge Estate, which regulate property ownership and occupation of the premises on the Estate, are made known to new residents, the following rules relating to the re-sale or letting of property shall apply.

1. The agent and the owner must inform and provide the buyer and/or tenant with a copy of the HOA rules and regulations. Therefore, these rules must be attached as an annexure to any deed of sale or lease agreement.
2. A **Clearance Certificate** must be obtained from the HOA prior to any sale/transfer of the property. This will only be issued if all outstanding debt to the Estate has been paid (**for example levies, fees or fines**).
3. No property may be let or used for the purpose of a commune.

RE-SALES

Home Owners Association

The purchaser acknowledges that he/she is obliged upon registration of the property into his/her name to become a member of the HOA and agrees to do so subject to the Memorandum and Articles of Association of the section 21 Company.

Conditions of Title

1. The Seller shall be entitled to procure that, in addition to all other conditions of the title and/or subdivision referred to, the following conditions of the title be inserted in the deed of which the purchaser takes title to the property:
 - Every owner of the erf, or any subdivision thereof, or any interest therein, or any unit thereon, as defined in the Sectional Title Act, shall become and shall remain a member of the Stone Ridge Estate HOA and be subject to its constitution, until he/she ceases to be an owner as mentioned previously.
 - Neither the erf, nor any subdivision thereof, or any interest therein, nor any unit thereon, shall be transferred to any person who has not bound himself to the satisfaction of such Association to become a member of the HOA.
 - The owner of the erf, or any subdivision thereof, or any interest therein, or any unit thereon as defined in the Sectional Title Act, shall not be entitled to transfer the erf or any subdivision thereof, or any interest therein, or any unit there on; without a clearance certificate from the HOA which certifies that the provisions of the Articles or Association of the HOA have been complied with.
 - The term "homeowners" in the previously mentioned conditions of the title shall mean the Stone Ridge Estate HOA (incorporated Association nor the gain) in the event of the Registrar of Deeds requiring the amendment of such conditions, in any manner in order to affect registration of an erf. The purchaser hereby agrees to such amendment.

LEASE

1. The lessee acknowledges that, upon occupation of the leased premises, he/she and his/her family, his/her visitors and servants shall adhere to all rules and regulations as contained in this document.
2. Where tenants continuously breach the rules of the Estate, the owners can be requested to terminate the lease agreement and/or be held liable for the maximum fine allowed under the HOA rules. This clause must be written into the lease agreement.

ADVERTISEMENT BOARDS

1. No advertisement boards will be allowed on the Estate's perimeter wall or at the main entrance thereof.
2. No "For Sale" boards are allowed on a stand – only a "Sold" board is allowed on a stand.
3. Estate agents boards may only be placed on the entrance to the applicable property and may not be placed on the sidewalk.
4. Where no perimeter fences/walls are available, the board has to be placed at least five meters into the stand, thus 5 meters from the kerbside and directly next to the driveway.
5. The board may not be bigger than 750 mm long and 600 mm high.
6. The board may not be displayed after the property has been sold and has to be removed within one week from the sale agreement thereof being signed.
7. All sales must be reported immediately to the Estate Manager in order to update the Estate Management Records.

GENERAL

NAME BOARDS

1. Residents and/or owners who like to name their properties may do so.
2. No Perspex, composite materials, degradable materials, plastics, painted boards akin to advertisements boards (not applicable to shaped and artistically presented painted boards), untreated wooden boards or rough wood lettering will be allowed.
3. Bronze lettering or plaques are preferred. Ceramic lettering, pottery and concrete ornamental murals are acceptable.

LEVIES

1. All levies are due and payable in advance on the first day of each and every month.
2. Interest will be raised on all arrear accounts, at the maximum rate allowed by the Usury Act.
3. Further penalties or legal action, to be determined from time to time, will be imposed on owners with accounts in arrears for 30 days or longer.
4. The HOA shall be entitled to recover all legal costs incurred on the attorney and own client scale.
5. The Directors may amend or add to the house rules from time to time, as may be deemed necessary to ensure harmonious co-existence of residents.

FINES

Message from the Directors, "It is our hope, it will never be necessary to issue any fines".

1. All prescriptions not adhered to, whether indicated as carrying a fine or not, will be subject to a fine as prescribed by the Estate Fines Guidelines.
2. Persistent transgression of rules and regulations may result in higher fines or legal action being taken by the Board to interdict an owner to refrain from further transgressions or to seek alternative legal relief.
3. The Estate Manager may impose any fine referred to in these rules and regulations and may delegate such authority to any employee of the HOA with the written permission of the Board of Directors.
4. The Directors have the right to fine transgressors where any of the rules as stipulated by the HOA from time to time have been broken or infringed upon.
5. All fines or charges will form part of the levy and shall become due and payable on the due date of payment of the next levy.
6. The HOA shall be entitled to recover all legal costs incurred on the attorney and own client scale.
7. The administration of the Estate is solely the responsibility of the elected HOA. They may decide to delegate certain or all of the managerial powers to the Estate Manager or an appointed agent.

NOTICES, DECISIONS AND APPEALS

1. No resident/owner may refuse delivery of any notices in terms of rules and regulations.
2. Refusal will result in the notice being attached to the gate and/or front door of the property. Such service will be sufficient service of such notices.
3. In the event of appeals or contesting of the facts relating to any fine imposed or decision made by the Estate Manager, written presentation must be addressed to the Board, who will deal with the appeal or defence at the first Board meeting subsequent to receiving such written presentation.
4. The decision of the Board of Directors is final and no further appeal is allowed thereafter.

5. Should any resident/owner remain aggrieved with the decision of the Board of Directors, he/she may refer the dispute for resolution by arbitration in accordance with the rules of the Arbitration Foundation of Southern Africa by an arbitrator agreed to by the parties, or appointed by the Foundation.

ELECTION OF DIRECTORS

No member may stand for election or serve on the Board of Directors if the following is not adhering to:

1. The candidate must be in good standing of all estate rules and regulations.
2. Levy account may not be in arrears.
3. Directors may be disqualified from their position if found that they do not actively participate and contribute to their elected position.
4. Elected candidates may not be absent for more than two consecutive monthly meetings and/or be absent for three meetings per annum.
5. Elected term will be for two years.
6. Director must sign and agree with the terms of Conflict of Interest and Limits of Authority Policies.
7. Probation period of three months for newly elected Directors will apply.

SPORT ACTIVITIES AND FACILITIES

General Rules for the Squash Courts, Tennis Court and the Pools:

1. Residents use the squash courts, the tennis court and the pools at their own risk.
2. No liability whatsoever shall rest with the HOA or its servants for any damages or loss howsoever arising.
3. Any damage found on arrival by the user at the squash court, tennis court or pools must be reported to the Estate Manager or to a member of the HOA at once.
4. Please leave the facilities in a clean condition at the end of play; you would also expect a clean facility on your arrival.
5. No bikes, skateboards, roller skates or any other kind of play is permitted on the courts.
6. Appropriate sport clothes and non-marking shoes must be worn (street or running shoes are not permitted on the courts).
7. No smoking, eating or drinking of alcohol on the squash and tennis courts is allowed.

Pools:

1. Please keep the gate closed at all times.
2. Proper swimming attire must be worn – no underwear is allowed in the pool area.
2. Children under 12 must be accompanied by an adult.
3. No glass bottles, containers or glasses are allowed at the pool.
4. No fires or braais allowed.
5. Please keep the pool area tidy.
6. No loud music is permitted around the pool.
7. Please be considerate towards residents living nearby regarding noise etc.
8. No swimming between 22:00 and 06:00.
9. No pets allowed.
10. Once again – keep the gate closed at all times!

USE OF CLUBHOUSE

1. Smoking is not permitted inside the clubhouse.
2. Only owners may book the clubhouses at the Estate Manager office for private family-related functions.
3. The renting owner will be held responsible for any damages and proper behaviour of his/her guests.
4. The renting fees and condition for renting can be obtained from the Estate Manager's office.
5. The clubhouse has to be cleaned after use by the owner.

NEWSLETTER

1. A community newsletter/memo/webpage will be published/updated from time to time to advise and inform owners and residents of events and happenings within the Estate and surrounding areas. Owners, residents and advertisers are invited to participate by contributing any newsworthy items by way of editorials. Such should be submitted to the Estate Manager/Editor for incorporation subject to suitability of content and space availability.
2. No advertisements by way of leaflets, pamphlets etc. may be exhibited or distributed at the gatehouse or within the Estate.

ARCHITECTURAL RULES AND BUILDING DEADLINES

The Architectural Design Guidelines, received separately from the Developer, shall be deemed to be incorporated in and to form part of these rules.

It is the registered owner's responsibility to have the latest issue of these rules and to ensure that a copy is issued to the designing architect or builder to avoid any disagreement between all parties.

1. The purpose of these design guidelines is to encourage individual creativity within a unity of materials and finishes ensuring that the overall development harmonises and creates a balanced lifestyle for all residents.
2. The construction and improvements must commence within two years from the date of the first registration of transfer of ownership. This ruling came into effect 1 January 2006.
3. Failing to start with construction within the mentioned two (2) years, penalties will be introduced by doubling the monthly levies every six months until construction is completed.
4. The design of the dwelling, unit and the entire stand must show sensitivity to the existing natural features, flora and topography. Permission must be obtained from the HOA before existing trees are removed and all existing trees are to be shown on the site plan. Surrounding structures and houses must be taken into account in the design process. Planted trees on the sidewalks may not be removed.
5. The controlling authority for the development is the Architectural Esthetical Sub-Committee who will be responsible for the approval of all plans buildings on behalf of the HOA.
6. It is strongly recommended that the purchaser engage the services of a qualified architect or designer. Further, it is advisable that the chosen architect or designer consult with the HOA's architects (Orbic Architects) prior to designing the proposed house to determine the intent of the design parameters set for the development.
7. No erf shall be subdivided or rezoned.

ARCHITECTURAL REQUIREMENTS

1. Elevation treatment of all buildings must conform to acceptable architectural standards, so as not to interfere with or detract from the general aesthetic appearance of the neighbourhood.
2. Special aesthetic consideration should be given to the design of parapets, fascia, copings, eaves, roof trim, guttering and roofing materials in general.
3. All plumbing must be screened.
4. External finishes and colours must be shown on plans – colour samples may be requested. The same procedure will apply when repainting houses.
5. No solar panels or geysers may be visible from the street. Only panelled solar heating is permitted (no coiled or exposed piping).
6. The position, size and sighting of TV antennae and satellite dishes must not be unsightly.
7. Outbuildings and additions must match the original design and style, both in elevation consideration as well as in materials and finish.
8. Yard walls and screen walls should match the basic materials of the buildings.
9. The treatment of sidewalks is considered to be of paramount importance as they have a direct influence on the aesthetic quality of the neighbourhood. The diverse nature of neighbourhoods should give rise to a varied treatment of street boundaries.

GENERAL RULES

Building according to approved standards obviates the necessity of making costly changes at a later stage.

1. All building plans should be in accordance with the Architectural Rules applicable to the Estate, and must be approved by the Architectural Esthetical Sub-Committee. This requirement is also applicable to any additions and alterations to existing structures and dwellings.

2. The Architectural Aesthetic Sub-Committee must approve all garden/screen walls with regard to both material and dimensions.
3. Particular attention will be paid to walls on street boundaries. The street boundary must be completely open with no boundary walls or fences within the 5 m restricted area. Application may be made for the relaxation of this ruling, but only under the most extreme cases will permission be granted.
4. Boundary walls on properties are to be erected in terms of the specifications laid down by the Architectural Rules.

PLANS

1. Detailed working drawings incorporating a site development plan are to be submitted to the HOA architects for approval, together with a plan approval fee, prior to being submitted to the local authority for approval.
2. The HOA hereby reserves the right to prevent owners and/or their contractors commencing construction without prior approval by both this body and the local authority.
3. Where house designs are found to be insensitive towards the environment and the character of the Estate, the owner can be requested to alter such designs or requested to make use of another suitable qualified architect.
4. One copy of the approved plan will be held for record purposes.
5. The site plan must indicate the outline of the ground and first floor plans inclusive of outbuildings, pools and boundary walls to scale.

PREPARATION OF PLANS

1. Aesthetic approval will be given on the normal municipal submission plans prior to them being lodged with the local authority for building regulations approval.
2. Design and layout to existing natural features on-site, i.e. existing flora and topography, the latter to include contour lines on the site plan.
3. Site plans are required for all swimming pools. Special attention is to be given to privacy, water drainage and safety fencing. Approval is required for pool encroachments over building lines.

CONDITIONS WITH REGARD TO PRIVATE BOREHOLES

Under no circumstances will individual owners be permitted to have boreholes on their erf.

CONTRACTORS/OWNER BUILDERS STANDARD CODE OF CONDUCT

INTRODUCTION

Certain rules relating to building contractor and/or activity on the Estate have been adopted by the Stone Ridge Estate HOA, the legal representative of residents and property owners at Stone Ridge Estate.

The primary intention of these rules is to ensure that all building activity at Stone Ridge Estate is conducted with the minimum of inconvenience and disruption to residents.

In the event of any queries in this respect, residents and/or their contractors are most welcome to contact the HOA appointed Estate Manager.

LEGAL STATUS

1. The rules and regulations governing building activity as set out in this document are binding on all residents, their contractors and sub-contractors.
2. Furthermore, all owners/residents are obliged to ensure that their building contractors and sub-contractors are made aware of these rules and that the rules are strictly complied with.
3. Owners/residents are accordingly required to include these rules in their entirety in any building contracts concluded in respect of any property on the Estate. Such contracts may be required to be submitted to the HOA for prior approval.
4. The HOA has the right to suspend any building activity in contravention of any of the rules and does not accept any losses sustained by a resident, contractor or sub-contractor as a result thereof, or any claims of damages of whatsoever nature.

SITE PREPARATION

Note: No construction may commence unless:

1. The water connection has been installed on-site.
2. An approved chemical site toilet has been installed in a position as approved by the Estate Manager (entrance to the toilet to be screened.)
3. The Building Performance Deposit of **R6 000.00 (Six Thousand Rand)** has been paid with the Estate Manager or Administrator into the trust account of the HOA, which will be held interest-free in trust. Cheques must be made out to Pretor Estates (Pty) Ltd.
4. All outstanding levies have been paid.
5. A builder's board has been erected (no other boards, for example sub-contractors boards will be allowed).
6. If building deposits are not reclaimed within five years, it will be forfeited to the Estate.

BUILDING PERFORMANCE DEPOSIT

1. The building performance deposit shall be released subject to the submission to the HOA/Administration of the Local Authority's Certificate of Completion and Occupancy and shall only be refunded once these documents have been correctly completed and submitted.
2. The building performance deposit will be used in the event of a breach on non-performance to remove rubble or make good any damage caused by the contractor or his/her sub-contractors of suppliers, including kerbing, landscaping, community services, roads, irritation etc. and for any outstanding spot fines.
3. The HOA reserve the right to issue fines and/or prevent the occupation of any houses if the above is not fully adhered with.

CONDITIONS REGARDING BUILDING CONTRACTORS and /or OWNER BUILDERS ACTIVITY

Unless otherwise agreed by the HOA or its appointed representative:

1. All owner builders, contractors, sub-contractors and/or their workers must enter the Estate at the Contractors Gate only.
Please note: The main gate cannot be used by owner builders, contractors or sub-contractors for the transport of building material/equipment/tools etc. into or out of the Estate. The main gate is reserved for owners, visitors and emergency vehicles only (for example police, fire brigade and ambulances).
2. Construction labour hours are restricted as prescribed by the BUILDING RULES document.
3. Deliveries may take place from Monday to Friday, starting from 07:00 and must be completed at 17:00. Supplies must be scheduled for these official working hours. The driver and any helping workers must be in the possession of a legal valid South African ID Document.
4. Only single unit delivery trucks up to a maximum weight of 30 tons may enter the Estate.
5. No articulated trucks will be allowed to deliver any material on the site. In the unlikely instance where longer/bigger trucks need to come onto site (for example long roof trusses), special arrangements must be made with the Estate Manager.
6. The main contractor/owner builder shall provide facilities for rubbish disposal and ensure that the workers use the facility provided. Rubbish and/or rubble shall be removed weekly and not burnt or disposed of on the Estate. No rubble dumping on adjacent stands or pavement is permitted.
7. The contract site is to be kept clean and properly screened as prescribed. If the contractor fails to keep the site clean and tidy (within reason), such a contractor may be prohibited from entering the Estate until such a time that the site is properly cleaned.
8. Materials off-loaded by a supplier that encroaches onto the sidewalk or roadway must be moved onto the site by the contractor/owner builder. Material and/or rubble must not be allowed to remain on the roadway or sidewalk and it is the contractors and owners' responsibility to clear these areas of all such materials and/or rubble daily.
9. Building boards are to be erected on the site and not on sidewalks. Sub-contractor's boards are not permitted. All boards must be removed after completion of construction.
10. Fines can be levied by the HOA for contractors, owner builders and delivery vehicles that spill material en route; damage roadways, kerbs, plants, sidewalks and/or private or Estate property; stain tarmac and generally create nuisance within the Estate and/or not adhere to any of the rules as prescribed by the HOA.
11. Should the HOA have any reservations with regard to the conduct of the contractor/owner building and/or sub-contractor, the HOA reserves the right to suspend all building activity until such conduct is rectified, which it may do at any time and without notice, and free of recourse from the owners and/or contractor.

ACCESS CONTROL FOR CONTRACTORS ENTRANCE GATE

1. The main contractor has the responsibility to apply for permits for all his/her workers, inclusive of sub-contractors and sub-contractors' workers, before the beginning of any building activity.
2. A certified copy of a valid South African ID Documents per worker has to be submitted for each permit applied for.
3. Permits are valid from one week up to 4 four months maximum.
4. A partly refundable deposit and a non-refundable monthly fee is payable per permit (fee structure available at the Estate Manager office).
5. These permits have to be activated for the following month three working days before the end of each month.
6. All contractors, sub-contractors and workers have to be in the possession of a valid permit and must be transported by car to and from the relevant erf stipulated on the permits.

7. Permit holders/workers are not allowed to walk anywhere else on the Estate. Workers are restricted to the erf stipulated on their permit.
8. Any permit holder found walking anywhere else on the Estate will be removed from the Estate and the permit will be withdrawn. He/she will not be able to re-enter the Estate. The next day, the contractor may apply for a new permit for such a person and must pay for the re-issuing thereof (first incident only). For a second offence, such a person will not be allowed to enter the Estate ever again and the contractor will be liable to a fine **as prescribed by the Estate Fines Guidelines**.
9. The HOA will secure the entire Estate so that no night guard will be required. Therefore, no sleeping is allowed on-site. In agreed cases, a night watchman will be considered.
10. Any workers found on the Estate without special permission from the Estate Manager after the contractors gate has been closed (on official working days at 18:30), will be removed and his/her permit will not be renewed. The contractor will be fined **as prescribed by the Estate Fines Guidelines**.
11. In the event that illegal workers are apprehended on the Estate, that contractor's employees in totality can be denied access to the Estate. The contractor will be fined **as prescribed by the Estate Fines Guidelines**.
12. Drivers of cars have to fill in the logbook every time when entering the Estate; the following information must be given:
 - Car registration number
 - Name of driver
 - Erf number being visited
 - Number of workers in the vehicle
 - Time in and time out
 - Signature of driver
13. All workers have to exit the car when entering or leaving the Estate for the purpose of counting and checking the permits.
14. No goods can be removed from the Estate before 08:00 or after 17:00.
15. Speed limit is **30 km/h** in the Estate and **15 km/h** in the complexes and on dust roads.
16. No open fire is allowed on the building site.
17. This document must be fully understood and accepted by the contractor/owner and/or any sub-contractor. They must undertake to comply with these rules, in addition to any further rules and regulations that may be introduced by the HOA from time to time.
18. The HOA has the right to introduce and enforce payment of fines against homeowners, their contractors and/or sub-contractors with respect to any contravention of any of the rules and regulations contained in this document or its annexure or amendments.
19. All prescriptions not adhered to, whether indicated as carrying a fine or not, will be subject to a fine as indicated in the Estate Fines Guidelines.
20. The homeowners are finally responsible for paying the contractors' fines to the HOA on their behalf. All fines have to be paid together with the next month's levy.
21. It is up to the owner to recoup these amounts from the contractor. If these fines are not paid timeously, the HOA has the right to refuse the contractor and his/her workers entry to the Estate.

- 22. All contractors shall be obliged to sign the Standard Code of Conduct applicable to the Estate.
- 23. A signed copy of this sheet has to be handed in at the Estate Manager office.

Owners/Contractors Signature _____

Date _____