



HARBOUR'S EDGE CHECKLIST

1. Notes to architectural professional:

- Please provide an up-to-date copy of your SACAP Confirmation of Good Standing.
- Please provide an up-to-date copy of your Professional Indemnity Insurance.
- Please provide signed copies of the Declaration by Architectural Professional AND the Appointment of Architectural Professional.
- Please provide a height certificate by a registered Land Surveyor and indicate heights on floor plan, elevations & sections.

2. Notes to owner:

- Approved Council Drawings: Owner to supply HE HOA with an electronic copy of the municipal approved council drawings within one week of approval.
Email to: riaan@arkey.co.za
- Owner to request and pay their building deposit to the HOA prior to any building work taking place.
- The owner must employ a qualified Land Surveyor for the setting out of the foundations before construction can commence.
- Owner to collect all the necessary documentation from Harbour's Edge HOA prior to appointment of any builder.
- Owner to inform HE HOA via email to aubrey.fourie@pamgolding.co.za of their planned construction dates and schedules.

3. Occupancy Certificates:

- **Step 1:** The owner's appointed architectural professional must forward their Certificate of Practical Completion via email to aubrey.fourie@pamgolding.co.za with site photos and approved plans for the record of the HOA.

- **Step 2:** The scrutiny architect & The HE HOA representative will go to site and do the Letter of Compliance on behalf of the HOA.
 - **Step 3:** Once the Letter of Compliance has been issued, the owner can request the local municipality to start their process to issue their Occupancy Certificate.
 - No Occupancy Certificate may be requested from council prior to the owner being in possession of a Letter of Compliance from the HE HOA that all built works comply with the submitted plans.
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COMPLIANCE CHECK LIST

- ✓ 1.8m street boundary walls & Drying Yard (60% permeable street boundary walls)
- ✓ 6m height restriction for single storey plots
- ✓ 8.5m height restriction for double storey plots
- ✓ Height certificate
- ✓ Plumbing to be screened from street
- ✓ Gutter material & colour – Aluminium & Charcoal
- ✓ Facias – Painted white or charcoal
- ✓ External staircase balustrades must be brick
- ✓ External walls – Smooth Plastered & colour white
- ✓ Stone cladding – light in colour
- ✓ Double pitched roofs – 35 to 40 degrees – max 6.5m wide
- ✓ Mono pitched roofs 15 to 25 degrees – Screened on 3 sides
- ✓ Flat roofs 5 to 15 degrees – Screened on 3 sides
- ✓ No overhangs
- ✓ No hipped roofs
- ✓ Double pitched roof gables to match roof angle
- ✓ All walls to have rounded tops
- ✓ Concrete roofs as linking element & screened
- ✓ All roofs supported on all corners
- ✓ Louvres in gables
- ✓ Pergolas of round members
- ✓ No curved windows
- ✓ Chimneys – Stepped with round tops
- ✓ Show all proposed panels on roofs
- ✓ Show all aircon or heat pump units with screening
- ✓ No water storage tanks visible from street
- ✓ Paving to be brick or cobbles - Colour Charcoal
- ✓ Provide colour finishes table