

# DIGTEBY

---

## E S T A T E

### PROCEDURES PRIOR TO BUILDING

#### Contents:

1. Builders Code of Conduct
2. Qualification
3. Building Plans
4. Site Meeting
5. Fees and charges
6. Monthly payments
7. Builders Board
8. Temporary Ablution Facilities
9. Waste Storage
10. Storage Sheds and Huts
11. Water and electricity meters
12. Inspections
13. Contact Details

#### PROCEDURES PRIOR TO BUILDING

The following procedures are to be followed or taken cognisance of before commencement of any building work on Digteby Estate.

##### 1. Builders Code of Conduct

The Builders Code of Conduct can be obtained from the office of the Digteby Estate Home Owners Association (DHOA) or their website ([www.digtebyestate.co.za](http://www.digtebyestate.co.za)). This document has to be read, signed and initialed on each page by the owner, architect and builder prior to the meeting mentioned below.

##### 2. Qualification

Contractors will be required to register with the NHBC before commencement of any building work.

### 3. **Building Plans**

Builders have to be in possession of a municipal approved building plan before commencement of any building work.

### 4. **Site Meeting**

A site meeting between the builder/owner and the representative of DHOA must be arranged at least 5 days prior to commencement of building work.

### 5. **Fees and charges**

Once off payments to be made prior to commencement of Building Work:

5.1	Builders Deposit	* R 6 000
5.2	Water Meter	R 1 700
5.3	Electricity Meter	R 1 500
5.4	Builders Board	R 1 200

\* Refundable - upon completion, less any costs (fines & damage) to DHOA property during the construction period.

Note: DHOA reserves the right to adjust these fees as and when necessary.

### 6. **Builders Board**

The builders board will be supplied by the DHOA.

### 7. **Temporary ablution facilities**

A temporary toilet must be provided on site and must be of either the chemical or flush type, the latter of which must be connected to the estate's sewer line.

### 8. **Waste storage**

A suitable steel mesh grid or similar, have to be provided to contain plastic, paper, etc.

### 9. **Storage shed / hut**

The contractor will be allowed to use a "shipping" container painted historic green only. This container must be positioned within the boundaries of the erf.

### 10. **Water and electricity meters**

Temporary Installation:

The **water** meter supplied by the DHOA, must be mounted on to a sturdy batten/pole structure. The water connection (polycop pipe on site) have to be connected to the meter and the builders tap on the other side before commencement of any work. The meter must

be moved to its permanent position (on boundary wall) as soon as that part of the construction has been completed.

The **electricity** cable is provided by the estate. The owner's electrician has to supply a temporary DB board, complete with earth leakage plugs etc. connected to the estate cable. After the above has been completed, the estate's electrician can be contacted to switch on the power supply.

Permanent Installation:

The **water** meter has to be installed into the boundary wall, facing the outside of the erf. The position will be determined by DHOA representative.

The **electricity** meter has already been installed in a nearby kiosk. No additional preparation is needed other than the estate electrician being notified when the house is completed. All local authority regulations have to be adhered to. A copy of the certificate of completion have to be handed to the estate electrician on completion.

**11. Inspections.**

Inspections will be performed by the DHOA representative. Builders are obliged to sign for receipt of any documentation handed to them by DHOA.

**12. Contact Details.**

DHOA:	Pieter Theron	(082) 563 0079
Managing Agent:	Gary Bernhardt	(083) 646 2221

**NB: Only when all of the above has been adhered to, will the builder be granted permission to commence with construction on the estate.**

Note: This document must be read in conjunction with the Builders Code of Conduct referred to below.