



L A M P I E S B A A I

LAMPIESBAAI HOA – OWNERS’ APPLICATION FORM - AF001

1. OWNER’S CONTACT DETAILS /ERF NUMBER: DATE: 202

1.1 Owner’s full name/s and surname:

1.2 Lampiesbaai Physical Address:

1.3 Owner’s Cell phone number

1.4 Owner’s E-mail address:

2. PROFESSIONAL TEAM CONTACT DETAILS NAME / CELL NUMBER

2.1 Architect:

2.2 Contractor:

2.3 Surveyor:

2.4 Engineer:

3. APPLICATION TO: Build a new residence Make alterations to existing residence

4. INTENTION FOR RESIDENCE: Retirement Full time residence Speculation Holiday rental

5. MUNICIPAL REGULATION DEVIATIONS

5.1 Any deviations from original plans must be submitted by e-mail for approval.

6. ADDITIONS AND ALTERATIONS

6.1 Additions and alterations will be treated separately.

6.2 Second scrutiny fee will be payable for alternative plans.

7. DURATION OF BUILDING PROJECT

7.1 A period of 12 months will be allowed to complete a building project in Lampiesbaai.

7.2 See rules and penalties pertaining to 7.1 above, see Clause 54.2 on page 31.

7.3 Written permission must be re-obtained from LHOA to extend building process.

TERMS & CONDITIONS

1. Erf number must be used at all times.
2. A scrutiny fee must be paid to LHOA before submitting AF001 or AF002. The scrutiny fee of R4 000.00 will be payable to the LHOA for new building plans and a scrutiny fee of R2 500.00 will be payable for structural alterations of an existing building by the owner prior to starting the scrutiny process.
3. Building plans must be submitted and approved by LHOA and their Scrutinizing Representatives before approval by the Municipality.
4. For **new Residences and alterations which require foundations**, the Owner as well as the Contractor (Accredited in terms of Clause 50 & 51) shall complete AF001 and AF002 respectively before commencing building projects and pay an Administration fee of R1 500,00 each, together with a **builder's deposit of R4 500,00** (four thousand five hundred rand) each into the account of LHOA for every building site being built on, (Read Clause 52.2 for more detail) or
5. For **alterations**, a **builder's deposit of R2 500.00** (two thousand five hundred rand) each by the Owner as well as the Contractor shall be paid for alterations to existing structure ie. internal remodelling, paving whether requiring building plans or not, **but would exclude building work of any sort which would require the digging and casting of foundations.**
6. This deposit shall constitute a security deposit of any damage to private property, including but not limited to, damage to roads, kerbs, trees, landscaping, or private or public spaces and motor vehicles, which may be caused by the contractors in the execution of the work.
7. The builders deposit will be refunded once a Certificate of Occupation (OC) has been issued by the Local Authority, as well as certification by the Building Control Officer on behalf of LHOA that all the terms and conditions of the building design manual have been duly complied with, less any fines levied during the building process, and
8. This includes the removal of all rubble and rehabilitation of the surrounding area (including damage to roads, paths, pavements, and especially LHOA vegetation disturbed on adjacent property)).
9. Where the owner is in arrears with his levies payable to the LHOA, the building deposit shall not be refunded until such levies have been paid to date.
10. Current General Design Guidelines Procedure and Rules, Owner/Contractor Code of Practice and Building Design Manual are available from our Website at www.lampiesbaai.co.za
11. Submit Municipality's final approved building plans (1 Set of A0) to the LHOA Offices, in Markus Crescent.
12. Occupational certificate must be submitted before refunding of the deposits.
13. The LHOA shall be entitled to review the amount to be paid in respect of the building deposit from time to time.
14. The building deposit is not transferable between building projects.

I acknowledge that I understand that a registered land surveyor shall be responsible for indicating/installing the site boundary pegs and the setting out of the building.

I further acknowledge that I understand the procedures to be followed and that I have read and understand the Owner/Contractor Code of Practice, and the Rules and will abide by the conditions as stipulated therein.

Owner signature: DATE:202.....

(Owner also to sign every other page of this application**)**