



## **ESTATE RULES**

### **Version 1.1**

**Updated: 14/5/2010**

#### **1.0 INTRODUCTION**

Dune Ridge Residential Estate has been designed to provide a comfortable and secure living environment and lifestyle for the residents of the Estate. The intention of these rules is that of protecting and enhancing this lifestyle and the environment of the Estate. These rules are binding upon all owners, residents, visitors and contractors, as are decisions taken by the trustees in interpreting or enforcing these rules. The registered owners of properties are responsible for ensuring that members of their families, tenants, visitors, friends and all employees are aware of, and abide by, these rules. The trustees of Dune Ridge Residential Estate Home Owners Association (HOA) reserve the right to modify, amend, and add to, any of these rules from time to time.

This document should be read in conjunction with the other documentation issued to the purchasers that includes the design guidelines for the Big Bay Development Framework, the design guidelines for Dune Ridge Estate Residential Estate, the constitution of the Big Bay Master Home Owners Association. The constitution of the Dune Ridge Estate Residential Estate Property Owners Association, and the Contractors Agreement which stipulates the conditions under which construction may take place on the Estate.

Dune Ridge Residential Estate is a private estate, which permits a higher degree of control of the living environment than would be in the case in a normal suburb. Therefore these structures have been set up to manage this environment and to exercise certain objectives such as access control and general on site security.

#### **2.0 USE OF STREETS**

##### ***a. Description***

- 2.1 The speed limit on the Estate 20kph.
- 2.2 The use of motorcycles, quad bikes, scramblers, motorized scooters or other vehicles with noisy exhaust systems is prohibited anywhere on the Estate

- 2.3 Vehicles parked on the streets must park in such manner as to not endanger other motorists or pedestrians.

**b. Breach**

The transgressor will be fined R500-00 per transgression.

### 3.0 LANDSCAPING & MAINTENANCE OF VERGES

**a. Description**

- 3.1 It is required that the homeowner / resident landscape and maintain his verge(s) adjacent to his property, grass verges must be cut and kept neat at all times.

**b. Breach**

The homeowner/resident will be reminded in writing of the state of their verge. In the event of the homeowner/resident not responding to the reminder the Estate will appoint a contractor to landscape and / or maintain the unacceptable verge for the residents account.

In addition the resident may be fined R1000-00 per offence.

### 4.0 REFUSE REMOVAL

**a. Description**

- 4.1 Refuse removal is outsourced to the local authority on Mondays. The type of bin to be used will be advised to residents.
- 4.2 No resident, residents agent and /or contractor is allowed to dispose of any garden refuse, rubble and lawn trimmings and/or excess of any kind may not be dumped on any private and common property on the Estate.

**b. Breach**

The homeowner/resident will be reminded of the transgression in writing. In the event of the homeowner/resident not responding to the reminder a fine of R150-00 per week will be issued.

In the case as described in paragraph 4.0 (4.2) above, the Estate will appoint a contractor to remove all such spoils for the residents account. In addition, the resident will be fined R1000 - 00 per offence.

### 5.0 DOGS AND OTHER ANIMALS

**a. Description**

- 5.1 No residents shall permit their dog(s) to cause a nuisance to other residents. This applies particularly to:
- Continual **barking, whining or howling**. This is disturbing to other residents and cannot be permitted to continue. Please ensure that if your home is unoccupied for extended periods measures are taken to control excessive noise from unattended dogs.
  - **Defecating on common** areas of the estate. Please use "poop scoops" to clean up after your dog at all times.

- 5.2 All pet owners are to ensure that their pets are secured on their property and are NOT permitted to roam freely on the Estate.
- 5.3 All dogs MUST be kept on a leash while being walked on the Estate's common property.

**a. Breach**

The homeowner/resident will be reminded of the transgression in writing  
In the event of the homeowner/resident not responding to the reminder a fine of R250-00 per week will be issued.

**6.0 PRIVATE CONTRACTORS FOR RESIDENTS AND THE APPOINTMENT OF CONTRACTORS**

**a. Description**

- 6.1 Please note that residents on the Estate that employ private contractors to do work on their premises must be aware that the contractors will not be allowed access to the property without signing the contractors agreement and will be bound to all the rules and regulations stipulated in the Contractors Agreement and the home owner is responsible for any transgressions.

**b. Breach**

Depending on the rule or regulation transgressed the same warning or fine is relevant as stipulated in the Contractors Agreement.

**7.0 BUILDING HOURS**

**a. Description**

- 7.1 Building hours are restricted to the following times:

Monday to Friday	08h00 to 17h00 (Estate to be vacated by (17h30)
Saturdays	No work permitted
Sundays	No work permitted
Public Holidays	No work permitted

**8.0 DOMESTICS & GARDENERS**

Details of domestics and gardeners must be supplied to security who will issue the appropriate access tag for entry onto the Estate.

**9.0 LETTING AND RESELLING OF PROPERTY – OUTSIDE AGENTS AND SHOWING OF HOUSES**

**a. Description**

- 9.1 Re-sale and letting of property is permitted by outside agents who are accredited with the HOA.
- 9.2 Properties may be viewed by appointment only.
- 9.3 Show houses are permitted on Sundays only and agents are only allowed two show boards on the property.

- 9.4 Show boards must comply with the Estates standardized for sale boards that have been designed for the Estate to provide uniformity.

***b. Breach***

Should the resident not comply with the above rules a fine of R250 - 00 per transgression per day may be imposed by the HOA. In addition the agent responsible for transgressing may be prohibited from entering the Estate in the future.

**10.0 PAYMENT OF LEVIES**

***a. Description***

- 10.1 Levies are due and payable by debit order on the first day of each and every month.

***b. Breach***

Interest of 4% above prime will be raised on all amounts in arrears.

**11.0 SECURITY**

***a. Description***

- 11.1 A central feature to the quality of life at Dune Ridge Estate is security. The Estate is fully protected by an electric fence that is designed to prevent unauthorized access to the Estate.
- 11.2 An important element of a secure lifestyle is that of prevention and deterrence. Residents are requested to familiarize themselves with the procedures which have been developed to manage the influx of people and vehicles with the minimum disruption whilst at the same time protecting the residents. From time to time certain changes will be made to some of these procedures, and residents will be advised accordingly. Residents are reminded that they have the responsibility for the conduct of their visitors and for ensuring that they adhere to the security procedures.
- 11.3 Only the Estate's registered property owners, their immediate family and registered residents are permitted to use their remote control to gain access to the Estate.
- 11.4 The use of remote control button to allow access to any contractor or person not registered as the Estate's resident is specifically prohibited.
- 11.5 Should the remote control access be required for a long term visitor or house sitter, this has to be recorded at the security office.

***b. Breach***

Any contractor or visitor not adhering to this regulation will be removed from the Estate. In addition the relevant property owner will be fined up to R500- 00 per transgression.

**12.0 REMOVAL OF ALIEN VEGETATION**

***a. Description***

- 12.1 Property owners must ensure that their properties are free of weeds and alien vegetation and that undeveloped Erven are tidy at all times.
- 12.2 Property owners are required to take appropriate steps to ensure that any surface erosion does not result in the accumulation of soil on the roads and sidewalks.

***b. Breach***

Should a property owner not comply with this regulation, an outside contractor shall be appointed and the cost thereof claimed from the property owner.  
In addition, the non-complying property owner may be fined R500 - 00.

**13.0 MAINTENANCE AND INSTALLATION OR MODIFICATION OF STRUCTURES INCLUDING BOUNDARY WALLS:**

***a. Description***

- 13.1 Home owners are requested to maintain all structures on their properties, including boundary walls, in good condition.
- 13.2 Any installation or modification to any structure on the property must be passed by the HOA before work commences, this includes Jungle Gyms and Wendy Houses. All applications must be done in writing and they must indicate the positioning of the structure and the degree of visibility from the road and/or common areas.
- 13.3 A paint color palette is available at the Estate Managers office if the repainting of any exterior walls is necessary.
- 13.4 The use of shade cloth, netting or any other material which may, to the HOA's discretion, be to the detriment of the Estate, in any areas visible from the road and/or common areas, is prohibited.

***b. Breach***

The transgressing resident may be fined R250-00 per week until full rectification.

**14.0 BOATS, TRAILERS, CARAVANS & COMMERCIAL VEHICLES**

***a. Description***

- 14.1 Boats, trailers, caravans, commercial vehicles and similar have to be stored and/or parked inside the home owners property behind a closed gate, screened if possible from the view from all public places and roads.

***b. Breach***

The transgressing Home Owner may be fined R500 - 00 per offence per week.

**15.0 PAYMENT OF FINES**

***a. Description***

- 15.1 All penalties and fines must be paid within 30 days of the date issue.

**b. Breach**

Interest of 4% above prime will be raised on all amounts in arrears.

**16.0 ENFORCEMENT OF RULES & INSTRUCTIONS**

**a. Description**

16.1 All Home Owners, Contractors, Sub Contractors, agents, workers, delivery personnel and/or any personnel entering the Estate are obliged to cooperate with the Estate Manager, the Security and/or the HOA Trustees in their effort to enforce security and the rules as described in this document.

**b. Breach**

Any property owner who does not comply with the rule and/or any property owner, whose visitors are not complying with the above rules, shall be fined up to R500, 00 per transgression.

**17.0 MESSENGER OF THE COURT, SHERIFF OF THE COURT, POLICE AND TRAFFIC POLICE**

**a. Description**

- 17.1 Due to the status of the messenger of the court, sheriff of the court, police and traffic police, access to the estate shall not be denied by security and telephonic confirmation with the individual to be served **shall not be obtained.**
- 17.2 Security personnel **shall however escort** such individual to the premises and ensure all relevant laws are adhered to.

**18.0 PARTIES AND FUNCTIONS ON THE ESTATE**

**a. Description**

- 18.1 The Board of Trustees, in its sole discretion, may impose any restrictions they deem fit on any party and /or function.
- 18.2 Parties and functions exceeding 50 people may cause disruption to security, parking and unacceptable levels of noise. Therefore, special permission from the board shall be obtained at least 14 (fourteen) days before the event and any restrictions imposed by the board shall be strictly adhered to.
- 18.3 In the event that a function will exceed 50 guests **Special Event Function Forms** must be obtained from the Estate Managers office and need to be filled out well in advance before the event.
- 18.4 If a party / function exceeds 50 persons, arrangements will be made for extra security at the resident's own cost.
- 18.5 A guest list must be supplied to the security office for any function or party taking place on the Estate. If a guest arrives that is not on the guest list the owner will be contacted and the guest will be signed in at security.

**19.0 GOOD NEIGHBOURLINESS.**

***a. Description***

- 19.1 The volume of music or electric instruments, partying and activities of domestic help should be kept at levels not disturbing to the owners of adjoining properties.
- 19.2 The mechanical maintenance and use of power tools, lawnmowers and the like should only be used at responsible hours and as not to cause nuisance to the neighbors.
- 19.3 Washing and any unsightly items may only be hung on lines in the courtyards.
- 19.4 **All municipal bylaws will also be applicable to each owner in the Estate and all provisions are to be adhered to.**