



Builders Code of Conduct

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1 PREAMBLE

The Purpose of this Code of Conduct is to ensure integration between residential living and control over building activities within Helena Steyn rylaan with minimal impact to the environment and the residents of the MOQUINI Beach development.

2 PURPOSE OF THE RULES AND REGULATIONS

The rules and regulations prescribed in this Code of Conduct are intended to ensure that the quality of life for residents is duly compromised by development and construction.

Failure to adhere to or any breach of this Code of Conduct will result in a fine being levied by the Moquini Homeowners Association against the offending or defaulting contractor.

3 APPOINTMENT OF CONTRACTOR AND CONSTRUCTION PERIODS

3.1 Moquini Homeowners Association would like to encourage residents/owners to provide building work of high standard and good quality finishes. All building contractors must be paid up members of the NHBRC.

3.1.1 A Builders deposit of R 7500.00 will be payable to the MHOA prior to the commencement of any works on site.

3.1.2 BANKING DETAILS OF MHOA IS AS FOLLOWA:

**MOQUINI HUISEIENAARSVERENIGING
FNB Cheque Account no – 62667977444
Stilbaai Branch no. 210241**

3.1.3 Owners and Builders to sign Annexure B of Moquini Building regulations and forward to Moquini HOA prior to commencement of construction.

3.2 An owner builder who qualifies under 3.1 may be allowed to construct his own home and shall be deemed to be a contractor herein.

3.3 Contractors shall at all times be responsible for their sub-contractors and employees whilst they are on site

3.4 Unless otherwise determined in writing by the MHOA, the trustees or manager, no site preparation may take place before the plans has been approved.

3.5 Building period (from site handover to completion) for new houses would be limited to 9 months. This excludes the snagging of defects. The owner /contractor has to apply for additional time with adequate reason if additional time is required. Additional time would be approved at the sole discretion of the MHOA.

3.6 Building period (from site handover to completion) for alterations and additions to existing homes/buildings would be limited to 5 months. This excludes the snagging of defects. Additional time may be approved at the sole discretion of the MHOA.

3.7 Please take note that the clearance certificate would be withheld until the contractor/owner paid all fines in full for any or all offences with regards to the rules and regulations as set out within the Builders Code of Conduct.

3.8 Breach

The owner can be fined R500.00 per calendar day for this transgression until he /she adheres to the rules and regulations.

It shall at all times be the responsibility of the owner to ensure that his contractor abides by and complies with the rules and regulations set out in this Code of Conduct.

4 BASIC RULES AND REGULATIONS

4.1 Limits of Building Activity:

4.1.1 Description

- (i) No empty plots/erven/common area and public open spaces may be used for parking of construction vehicles and storage of materials.
- (ii) All activities relating to the construction of a dwelling (or home) must be confined to within the boundary of the erf or erven where construction is taking place.
- (iii) If builders or owners would like to use empty or open stands/erf next to a building site as temporary storage or parking area they have to obtain the permission from the MHOA and the owner of the property.

4.1.2 Breach

- (i) Work by the contractor will be stopped by the Association until such time as the contractor's equipment has been moved within the building site.

Site Presentation

4.2.1 Description

- (i) The contractor will be expected to keep the appearance of his building site neat and tidy at all times.
- (ii) Building rubble must be removed from the site at regular intervals, not exceeding one week, and litter must be removed from site on a daily basis. No litter may be stored or mixed in amongst building rubble. No material and building rubble shall be spoiled on any common area.

4.2.2 Breach

- (i) Failure to remove building rubble within specific time frame, the rubble will be removed by an outside contractor. The cost thereof shall be reclaimed from the owner of the property.

4.3 Cleaning of vehicles/equipment

4.3.1 Description

- (i) The washing of contractor's vehicles and equipment must take place on site and within the site boundaries. Washing of contractors or sub-contractors' vehicles and equipment is not to be allowed on the common areas, public open spaces or empty properties/erven and must be carried out elsewhere.

4.4 Fires

4.4.1 Description

- (i) No fires will be allowed on any part of the Moquini beach estate, including the building site.

4.5 Ablution Facilities

4.5.1 Description

- (i) Contractors will be required to make adequate provision for temporary chemical toilets situated on the building site for the use of their employees until such time as the water-borne sewer drainage is available, as well as suitable washing facilities for employees.
- (ii) The placement of such chemical toilet should be considered so that the door is not visible from a neighbour's property or front door across the street.
- (iii) The chemical toilet must be kept clean at all times.

4.5.2 Breach

- (i) The contractor will be denied access to the site until ablution facilities are in place.

4.6 Screening of Building site

4.6.1 Description

- (i) The screening of a building site and/or part thereof may be requested on discretion of the MHOA.
- (ii) The contractor to screen off the site with a 1,5m black shade netting screen in the following circumstances,
 - (a) where there is no screening between the site under construction and the adjacent completed property,
 - (b) at the discretion of the Association.

4.6.2 Breach

- (i) The contractor will be denied access onto the site until such structures are in place.

4.7 Hours of Work & Workmen on site

4.7.1 Public/ Private Times/Builders Holiday

4.7.1.1 Description

- (i) **Under no circumstances shall any construction staff be allowed to sleep on site during the building process.**
- (ii) Contractor may only be present on the Estate during the following public hours:

Weekdays	07h30 to 18h00
Saturdays	8h00 to 13h00

No building operation allowed on Sundays and Public holidays.

4.7.1.2 Builders Holiday

- (i) No Building work may take place during the annual builder's holiday.
- (ii) The builder's holiday shall be the date set out by the BIBC.
- (iii) Builders/Contractors should plan for this date and should take care to start finish off a week in advance and clean the site before the builder's holiday starts. No contractors or subcontractors would be allowed in the Estate after the starting date of the builder's holiday.
- (iv) If the builder/contractor is found to be in violation of any rules or regulations after the starting date of the builder's holiday, may it be that building rubble is not removed or the site is not clean a fine would be imposed.

4.7.1.3 Breach

- (i) The building contractor will be denied Access to the property.

4.7.2 Permission to work during private times

4.7.2.1 Description

Special prior permission is required in writing from the MHOA, if building activity is anticipated on public holidays or on builders' holidays. Special application should be lodged with the MHOA at least 24 hours prior to the private time activity.

- (i) Permission would be given on the sole discretion of the MHOA.
- (ii) No outside work would be allowed
- (iii) No construction noise of any kind would be allowed.
- (iv) No unsupervised work would be allowed.

4.7.2.2 Breach

- (i) The building contractor will be denied Access to the property.

4.8 Vehicle sizes allowed

Only vehicles that is able to make a u – turn at the the end of the street at the Preekstoel side, will be allowed in Helena Steyn rylaan.

4.9 Deliveries to Contractors

4.9.1 General deliveries

4.9.1.1 Description

- (i) Contractors will at all times be responsible for their own and their suppliers' delivery personnel.
- (ii) All delivery times will be limited to public times as defined under **[4.7]** above.
- (iii) Deliveries to the building site will take place only from the street frontage of the building site.

4.9.2 Concrete deliveries

4.9.2.1 Description

- (i) The delivery of concrete has the potential of causing the most damage to the road surfacing and landscape vegetation. It is therefore important that these deliveries are handled as described in 4.9.3.1.
- (ii) The contractor shall ensure that the drivers of concrete delivery vehicles are briefed on this document.

4.9.2.2 Breach

- (i) Drivers not briefed will not be allowed access onto the Estate by the Association.
- (ii) The building contractor will be liable for damages to road surface and kerbs caused by concrete delivery vehicles.

4.9.3 General

4.9.3.1 Description

- (i) The washing off of premixed concrete delivery vehicles must not take place within Helena Steyn rylaan. Spillage and run-off containers must be available on site if latter occurs. Under no circumstances may concrete be spilled onto the road surface and the contractor will be held responsible for the repair to the road if this occurs.

4.10 Storage sheds/Huts

4.10.1 Description

- (i) The contractor will be allowed to erect storage sheds/huts within the boundary of the building site. The position of such structures must be indicated on the site diagram which must be approved by the Association.
The contractor must store and secure all building material and take responsibility for such material.

4.10.2 Breach

- (i) The contractor will be instructed to remove any structures that do not conform to this regulation.

4.11 Speed Limit

4.11.1 Description

- (i) For security and safety reasons the speed limit on the Estate for all contractors' vehicles is 35 km/h. The contractor shall ensure that his employees, subcontractors, and delivery vehicles adhere to this rule.

4.12 Building Plan controls

4.12.1 Description

- (i) The building contractor must ensure that the signed approved building plan is available at all times for inspection by the Association's representative. Any variations to the approved building plan must be submitted to the Association for signed approval and may only be implemented once the approved variation is available to the contractor.
- (iii) Prior to commencing building the contractor must:
Provide a site drawing indicating the position of storage sheds, position of topsoil and excavated storage areas, the position of building material storage areas, and the position of deliveries.

4.12.2 Breach

- (i) The contractor will be denied access to the property until the above documentation is in place.
- (ii) The contractor will be required to remove any structures that do not conform to approved plans.

4.13 Roads and verges

4.13.1 Description

- (i) Contractors must ensure that the road in front of their building site at all times swept clean. This is to minimize damage of the road surface.
- (ii) Contractor must ensure that the kerbs and sidewalks in front of their building site are adequately protected from damage by the building operations.
- (iii) The contractor shall ensure that all building material are stored on the building site. Special permission may be obtained from the Association to neatly store some material on the road verge directly in front of the building site.

4.13.2 Breach

- (i) The contractor will be held financially and legally responsible for the damage to road surfaces and kerbs caused through his building operations.

4.14 Signage and Advertising

4.14.1 Description

- (i) The contractor must ensure that no advertising boards are placed on the building site or anywhere else on the estate.
- (ii) The contractor may erect **one** builders advertisement board on the stand for the duration of the construction period.
- (iii) Builder's boards must be removed no later than one month after the construction has been completed.

4.14.2 Breach

- (i) The contractor board left on the property will be removed and discarded.

4.15 Fines

4.15.1 Description

- (i) The MHOA will have the right to impose fines on owners and contractors who transgress the rules and regulations as set out in 4.1 – 4.14 in this document.
- (ii) Fines of R 500 per transgression can be imposed.
- (iii) Arrangements must be made with the treasurer of the MHOA on how to make payment.

4.15.2 Breach

- (i) **In the event of the contractor failing to pay a fine on time interest would be charged at the FNB Prime interest rate plus 2 %.**
- (ii) An invoice will be raised for all fines and interest charged.
- (iii) Any outstanding payments for invoices raised will be deducted from the builder's deposit.

Declaration:

By signing this document, I agree to having read this document and understand the contents thereof

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For Moquini HOA

Date:.....

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Owner erf nr:.....

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Appointed Building contractor

Date:.....