



CORAL GROVE
AT ROYAL ASCOT

HOME OWNERS ASSOCIATION

Code of Conduct for CGHOA

February 2016
Release 1

CORAL GROVE RULES

1. INTRODUCTION

- 1.1 Owners and Occupiers of units at Coral Grove enjoy a unique lifestyle.
- 1.2 Coral Grove living does however call for certain restraints and Owners and Occupiers must at all times consider the rights and privileges of other Owners and Occupiers.
- 1.3 The Coral Grove Rules are for the protection and reinforcement of this lifestyle and your capital investment.

2. LEGAL STATUS

- 2.1 These rules have been established by the Trustees in terms of the Constitution of the Coral Grove Homeowners Association ("CGHOA").
- 2.2 All Owners and Occupiers are obliged to comply with the Coral Grove rules.
- 2.3 The registered owner or occupier of every property at Coral Grove ("the owner") is responsible for ensuring that all members of his family, tenants, visitors, employees, contractors, contractors' subcontractors, and delivery persons, also comply with the Coral Grove rules.
- 2.4 The Trustees shall have the right in the event of a breach of a rule by an owner, his family, tenants, visitors, employees, contractors, contractors' subcontractors, and delivery persons, (and without any notice should the Trustees in their discretion deem that no notice is warranted) to take such action against the defaulting owners as they deem fit on behalf of the CGHOA, including but not limited to:
 - 2.4.1 Remedying of the breach at the defaulting owner's cost; and/or
 - 2.4.2 Imposition of a fine as the Trustees deem appropriate; and/or
 - 2.4.3 Removal of the defaulting owner from and the barring of his access to Coral Grove.

3. GENERAL CONDUCT

- 3.1 In order to preserve and enhance the residential amenity and lifestyle of Coral Grove, all Owners or Occupiers shall at all times behave and conduct themselves in a considerate, reasonable and civilised manner, and shall in particular avoid causing inconvenience or nuisance to other owners.

4. SECURITY AND PROTECTION

- 4.1 Security is an important feature at Coral Grove and Owners and Occupiers and their guests must at all times assist and comply with the security systems and procedures implemented at Coral Grove, particularly with regard to access control. We do however reserve all rights of admission to Coral Grove.

4.2 All Owners or Occupiers are required to have at least one light in the front of their house switched on from sunset to sunrise every day to ensure the complex is well lit for security purposes.

4.3 The following rules Apply to Security Procedures.

4.3.1 Only residents of Coral Grove are permitted to have remote control access into the estate, unless prior arrangement is made with the trustees. Failure to comply with this may result in your remote access being revoked.

4.3.2 Visitors may only enter through the top (Grand National Boulevard) gate with approval from the Coral Grove Security team and exit at the same gates where the security is situated.

4.3.3 The bottom gates (Parade Ring Road) are for the intended use of residents only and NO one except a resident may use this. Residents may NOT open the gates for any visitors or contractors without prior trustee approval. Improper use may result in a fine or remote controls being revoked.

4.3.4 All vehicles must come to a complete stop before entering Coral Grove to ensure it is safe to proceed without incident. All intersections must be treated as 4 way yields and stops to ensure continued safety.

4.3.5 No tailgating is allowed at either entrance and all residents should ensure the gates/boom have closed to ensure no unauthorised access.

4.3.6 A speed limit of 15km/h is enforced at all times

4.3.7 The back gates (Parade Ring Road) will be closed at 20h00 and opened at 06h00

4.3.8 All vehicles are the responsibility of the owners

4.3.9 Coral Grove Security and Trustees have the right to restrict access either to residents and/or visitor vehicles

4.4. Parking in visitor bays is for the sole use of visitors - anyone parked for lengthy periods will be clamped and fined. This is controlled by the discretion of the trustees.

4.5 More specific and detailed rules for security and protection will be established from time-to-time.

Any persons found to be ignoring or not adhering to these rules may be fined at the discretion of the trustees.

5. ROADS AND TRAFFIC

5.1 As the roads, traffic islands, and sidewalks are used by everyone, extreme care must be taken by drivers to ensure the safety of all users. Pedestrians crossing the streets have the right of way and drivers should approach these with caution. All intersections are to be regarded as being controlled by a 4-way yield sign.

- 5.2 The speed limit is 15 km /hour, and the appropriate regulations of the Western Provincial Road Traffic Ordinance shall apply.
- 5.3 Owners or Occupiers cars should generally be parked in their garages, and visitors' cars should be confined to an owner's driveway, and should not obstruct road traffic, protrude over the end of the driveway or be parked on grass verges. Vehicles found parked on grass verges will be wheel clamped and fined R 250.00 per day.
- 5.4 Visitor's bays are restricted for visitor's use only.
- 5.5 Revving of motorbikes, cars or other engines should be restricted to the absolute minimum. No repairs or reconditioning on cars or motorbikes are permitted in garages, driveways, the road or open spaces, except for emergency repairs only.
- 5.6 Excepting for regular arrival and departure, motorbikes or petrol driven scooters are not permitted to drive around Coral Grove at any time.
- 5.7 Drivers of any motorised vehicles, petrol scooters, and motorbikes must comply with Western Provincial Road Traffic Ordinance rules. e.g. no unlicensed vehicles are permitted to be driven in the complex, only licenced drivers are permitted to drive in Coral Grove, no motorbikes or scooters may be driven without helmets in Coral Grove, etc.
- 5.8 More specific and detailed rules for roads and traffic will be established from time to time.
- 5.9 No Trucks and Delivery Vehicles over 5 tons are permitted to enter Coral Grove. Trucks and Delivery Vehicles between 2 to 5 tons may enter Coral Grove but may only park in Coral Grove's central road. Trucks and Delivery Vehicles under 2 tones may drive and use all roads but parking may not be on the verges and lawns and should not be obstructive to other home Owners or Occupiers. Any damage caused by the above mentioned vehicles will result in the owners being held responsible for immediate repairs at the owner's expense.

6. LANDSCAPING AND PROPERTY MAINTENANCE

- 6.1 All horticultural and landscape aspects of Coral Grove including sidewalks and traffic islands will be managed by the CGHOA.
- 6.2 Front gardens of individual properties and communal gardens will be maintained by the CGHOA. This includes grass cutting, edging, weeding and turning over of the beds, pruning of excessive shrub growth and removal of cuttings and dead plants. There is no provision for supplementary planting or tree removal.
- 6.3 The garden irrigation system as installed will be maintained by the CGHOA provided that it was installed by an approved CGHOA irrigation contractor, excepting where owners have done alterations or additional work, or where damaged by the owner. (Repairs could then be done by CGHOA at the cost of the owner).
- 6.4 Although the CGHOA maintains the front gardens of individual properties, an owner is permitted to improve and supplement planting to his property within his property's boundaries (i.e. not on the sidewalk). However on the verges in front of each individual property the plantings must be approved by the CGHOA prior to them being put in the ground. All plantings in such areas have to be indigenous vegetation.

6.5 In order to create the desired continuity of landscaping, all landscaping must be approved by the CGHOA.

6.6 An Owner or Occupier must maintain all aspects of the exterior of his/her house. Fencing, pools, paving and all paint work etc., to a suitable level of upkeep, neatness and tidiness to the satisfaction of the CGHOA. Trustees will do regular maintenance checks and notify owners of required maintenance.

7. PROPERTY APPEARANCE

7.1 The planning concept for Coral Grove is one of openness and visual transparency. Garden areas on both street sides of any house are therefore open to viewing, and must be kept clear and uncluttered.

All buildings and out-buildings, structures of any nature, fixtures and fittings, swimming pools and all additions or alterations of any such buildings, out-buildings or structures erected or to be erected on the erf must be in accordance with the architectural and landscape design guidelines and be approved by the CGHOA, in particular to control the design, fixtures and fittings and colour of the exterior of such buildings, outbuildings or structures and the materials to be used on such exteriors to ensure an attractive and aesthetically pleasing character to all buildings at Coral Grove.

The process below is to be followed prior to work commencement:

- Plans need to be drawn up for all additions and alterations
- The plans need to be submitted to the CGHOA for approval
- Once the plans are approved by the CGHOA, they then need to be submitted to local Council for approval
- Neighbour's approval/consent will also have to be attained

7.2 The storage of materials, wendy-houses, tool sheds, boats, windsurfers, and trailers, caravans, building materials, bird aviaries, motorcycles, inflatable pools and any other unsightly objects are not permitted in gardens, driveways and common property. In particular, but without limiting the generality of the aforementioned, an Owner shall not hang any washing or laundry or any other items that are visible from the road or over any boundary fence.

7.3 Except for the arrival and departure of motor vehicles, garage doors should be kept closed whenever possible, for sake of the general appearance of Coral Grove.

7.4 Fixtures and fittings and other items such as wash lines, air-conditioning ducts and units, swimming pool pumps, satellite dishes, solar heating panels, evaporative cooling radiators, kennels, etc. should be sited as discretely and out of view as possible, and may only be installed subject to the prior written approval of CGHOA. No basketball nets are to be affixed to the front facade of a property.

7.5 In the interests of all owners, each owner is required to carry sufficient building insurance cover for his house; so that any major mishap can be repaired and made good.

8. CORAL GROVE APPEARANCE

- 8.1 Owners or Occupiers are requested to leave the open spaces in a clean condition, and to conscientiously dispose of any litter.
- 8.2 No trees or plants in open spaces may be damaged or removed. Owners or Occupiers are requested not to plant any noxious flora in their gardens without written permission from the Trustees.
- 8.3 Swimming pool water must be discharged into the sewer drain, and not into any storm water pipe or drain. Care must be taken to ensure that such discharge does not negatively impact on the surrounding vegetation.
- 8.4 No fires, braai or barbecuing is permitted in open areas or anywhere except in Owners or Occupiers enclosed portion of the property. This is a fire hazard.
- 8.5 The display of boards/placards and distribution of pamphlets, flyers etc. is not permitted inside Coral Grove, i.e., security boards, for sale boards, estate agency boards, advertising boards, etc.

9. ANIMALS & PETS

- 9.1 Pets are permitted at the discretion and only with written permission from the CGHOA, and such permission may be withdrawn at any time, without reason, justification or liability. Any pets which cause a nuisance, are not on a controlled leash, or displaying aggressive behaviour may be removed from Coral Grove by the CGHOA, without further notice.
- 9.2 Pets are limited to small and medium Breeds, large dogs are not permitted.
- 9.3 In view of neighbour proximity and open gardens, cat and dog pets need to be strictly controlled by Owners, both on and off their property.
- 9.4 Every cat and dog must wear a tag with owner's name and house number. Pets must be on a controlled leash in open areas, and must not harass or be allowed to harass other persons, children, cyclists, joggers, or other pets. Dog excrement must be immediately removed by the Owner.
- 9.5 At all times, and particularly at night, pets must not create a disturbance, and should not be left unattended.
- 9.6 In terms of the Animal Bylaw of 2010, residents are required to register their pets.

10. NEIGHBOUR RELATIONS

- 10.1 The reduction of noise, especially in this closed environment, is an important criterion for all residents.
- 10.2 The volume of TV, music, radios, partying, children and power tools, etc. must be moderated in consideration of other owners. It must also be understood that the CGHOA and its Trustees, are not responsible for "instant policing" of such problems. It is suggested neighbours and security is notified of imminent parties, or social activities, and that all Owners or Occupiers conform to moderate restraints.

10.3 No activities are permitted in the open areas if they cause unreasonable nuisance to other owners.

11. BUSINESS ACTIVITY

11.1 No business activity or even hobby, which causes aggravation or nuisance to other Owners or Occupiers, may be conducted at Coral Grove.

11.2 Except for domestic workers, no staff may be employed by residential homeowners that require daily access to Coral Grove.

11.3 No business activity that involves manual labour and machinery (electrical machinery, lathes and hand held tools etc.) may be conducted at Coral Grove.

11.4 The only business activities that would be considered for approval by the Trustees are businesses that are of an administrative nature, or consulting on a one-on-one basis etc. without causing any disturbance, noise, aggravation or inconvenience to neighbours. These business activities should be carried out completely out of sight, behind closed doors and strictly one visitor/client at any one time.

11.5 All business activities under 11.4 must be confined to regular business hours (9am – 5pm).

11.6 Prior to the commencement of any business activity that falls within 11.4 above, the applicant would be requested to describe the nature and the fashion in which the business would be operated. This must be done in writing. If the applicant does not adhere to the specific conditions set by the Trustees in a CGHOA letter of approval, the Trustees of CGHOA have the right to terminate the permission to operate a business activity under 11.4 above at the Trustee's discretion.

12. REFUSE

12.1 A refuse removal service is provided on a weekly basis (Mondays). Bins must be kept on Owners or Occupiers premises until Sunday, when they can be placed in the refuse room. Refuse Room times are displayed outside the refuse room. These bins, after being cleared by the Municipality, will be disinfected by the CGHOA appointed caretaker and delivered back to the Owners or Occupiers premises.

12.2 All Owners or Occupiers are to pack bins away within 24 hours of them being returned after being
Disinfected and emptied out.

12.3 The Municipality will only clear the standard trolley bins, and will not remove refuse from the floors or in garbage bags.

12.4 Owners or Occupiers must make their own arrangements to remove any excess garden refuse and rubble, except grass cuttings (i.e. anything that would ordinarily not be placed into a municipal refuse bin) at their own cost.

12.5 No refuse, garden spoil, or rubble may be dumped on vacant stands, nor may bags of refuse, garden spoil, or rubble be placed in refuse room on the floors.

12.6 All refuse bins are to be kept out of view from the common area.

13. SWIMMING POOLS

- 13.1 Swimming pools present an obvious danger to children -

According to Regulations:

"The Owner of any site which contains a swimming pool or swimming bath shall ensure by means of a wall or fence that no person can have access to such pool or bath from any street or public place or any adjoining site other than through a self-closing and self-latching gate with provision for locking in such wall or fence: Provided that where any building forms part of such wall or fence, access may be through such building.

Such wall or fence and any such gate therein shall be not less than 1,2m high measured from the ground level, and shall not contain any opening which will permit the passage of a 100mm diameter ball."

The constructional requirements of such fence or gate shall comply with the requirements contained in SABS 1390.

- 13.2 Property owners with pools are encouraged to protect their swimming pools with fences and/or safety nets or covers at all times.
- 13.3 Plans for swimming pools must be submitted and approved by the CGHOA and Council, as per any other external building works, before work may commence.
- 13.4 More specific and detailed rules for the planning and construction of swimming pools will be incorporated within the Architectural and Building rules to be established from time to time.

14. WALKING, JOGGING, CYCLING, BLADING ETC.

- 14.1 The planning concept for Coral Grove is to create a child friendly environment where children can play, cycle and enjoy social activities in a secure manner.
- 14.2 It is the parent's responsibility to educate their children as to the potential dangers of other road users. The possible liability due to damage to property should also be taken into consideration.
- 14.3 Road traffic signs need to be adhered to by all road users and disregard of such signs could attract fines (e.g. speeding).
- 14.4 Dogs may be walked at Coral Grove, as long as they are on a leash. Failure of such, the Owners or Occupiers of the dog will be fined by CGHOA.

15. SERVICES

- 15.1 Excepting for the electricity supplier, Blaauwberg Municipality and Telkom, all the other completed services and roads of Coral Grove are privately owned by CGHOA, and accordingly operated and maintained by CGHOA.

16. BUILDING RULES AND GUIDELINES

- 16.1 No building 15 December - 15 January
- 16.2 No Building Easter weekend
- 16.3 No loud building noise Sunday's
- 16.4 Builders may not use visitors bays these bays are exclusive to Visitors
- 16.5 Builders cannot use coral groves toilets – Homeowners must provide toilet facilities
- 16.6 Builders cannot put any building materials nor the storage of anything on communal ground nor driveways nor lawns
- 16.7 All builders must sign in and out and may not use rear gates
- 16.8 Timelines for building to be set prior to commencement of building
- 16.8.1 If timelines exceed the timeline by more than 1 month fines payable per day
- 16.9 Major renovations a R5000.00 damage deposit to be paid upfront for fines and damages
- 16.10 Outside damage to neighbours' homes, fences, driveways will be recovered from deposit if enough funding available, this deposit can also be used for any common areas damaged by Builders / contractors – any amounts exceeding the deposit will be added to the homeowners levy account
- 16.11 Owners must complete all necessary documents prior to commencement of building.
- 16.12 Proof of municipal approval required before contractors allowed inside CGHOA
- 16.13 Skips are allowed to be put on your personal driveways for a maximum of 5 working days at a time for the removal of rubble – remembering there is a maximum permissible load on the roads.

17. RE-SALES AND LETTING

- 17.1 In order to ensure that prospective purchasers are correctly informed about Coral Grove, and to avoid the proliferation of unsightly signage, owners shall be obliged to employ either the developer's accredited agent and/or an agent duly accredited by the CGHOA for re-sales and letting. No signage is to be placed on the verges or common areas of Coral Grove.
- 17.2 Any sales agreement must include an obligation for the purchaser to become a member of the CGHOA upon transfer of the property in his name and to remain as a member for so long as he is the registered Owner of the property.
- 17.3 In the case where the beneficial ownership or control of a company, close corporation, trust or other association which owns a unit at Coral Grove is changed or transferred, the

transferor must notify the CGHOA forthwith of the change or transfer and with the full names and address of the new owner/s.

17.4 Any lease agreement in respect of an owner's property must include an obligation for the tenant to observe the rules of the CGHOA.

17.5 In order to protect the integrity of the permanent residential component at Coral Grove and retaining exclusivity of Coral Grove, rental of units at Coral Grove may only be done for a minimum period of 6 (six) continuous months.

18. LEVY PAYMENTS

18.1 Levies are payable in advance, on the 1st day of the month, and interest is payable on arrears. Levies may not be withheld for any reason whatsoever. Those who jointly own a property are liable for levies jointly and severally.

18.2 In the event of default of payment of levies, the CGHOA shall be entitled, in addition to any other rights it has at law, to take such action against the defaulting owner.

18.3 Owners are urged to arrange a debit order with the administration agent, Faircape Management Services, to ensure prompt and timely payment of levies.

19. DISCLAIMER

19.1 Neither the CGHOA, its Trustees, officers, employees or contractors nor their respective agents shall be liable for any loss of life, personal injury or damage to property suffered by any person whilst in or at Coral Grove or any part thereof and from whatsoever cause arising.

20. AMENDMENTS

20.1 These rules are subject to change from time to time, and the Trustees are entitled to add to, amend or repeal the rules as deemed necessary to protect the interests of the CGHOA, the common interests of owners and the integrity of Coral Grove as a whole.