

### **CLEARANCE PROCEDURE FOR COMMENCEMENT OF CONSTRUCTION**

It is the responsibility of the property/stand owner to ensure that all appointed contractors on the construction and development of his/her stand, contacts the Estate Manager and the Estate Architect prior to moving onto, working or establishing on site. This will enable the Estate Manager to conduct an Induction Session with each Contractor to ensure:

- that the building plans have been approved by the controlling architects and the local council (proof to be handed in at the Estate Manager)
- that the EHOA is in possession of a signed copy of the building Contractor's Contract by the home owner and his contractor;
- that the intended builder has been approved by the EHOA
- that the builder is a paid up member of the NHBRC
- that a valid NHBRC enrolment certificate for construction on that particular stand has been issued
- that the EHOA building deposit (**R10 000.00**) has been paid (used to offset of all penalties, damages etc); and partly refundable after completion of construction
- the home owner's board has been erected;
- that the construction site is fenced off according to the specifications provided
- that the home owner and his contractor have attended an Induction Session with the Estate Manager/Facilities Manager;
- that the stand boundaries have been established and visible pegs put in, and the wetlands boundaries and the protected trees on the site have been marked and fenced off with 2m high shade cloth;
- that the restricted building area, consisting of the approved house footprint area plus an additional area of a maximum of 4.5 m wide (from the road) has been marked and fenced off. Specifications will be handed over on separate sheet;
- that the entrance that will be used by the contractor during construction has been identified and marked;
- that the storage area during construction has been identified and marked and placed on site
- that the procedure for delivery of building material has been cleared with the Estate Manager;
- that a photograph is taken of the stand prior to construction.
- that a water meter has been connected prior to commencement of building construction
- that all levies are paid up to date.
- that a signed copy of the municipal FORM 1 has been submitted to the estate,
- that the owner has registered on the Elawini communication portal.

All records related to the implementation of this contract for each property/stand must be kept together in where it is safe and can be retrieved easily. These records should be kept for two (2) years by the Estate Manager and should at any time be available for scrutiny by any relevant authorities.

Deviations from the original and approved architectural design may attract penalties not exceeding R5000.00.

#### **Approved Elawini Land Surveyors:**

Due to survey errors in the past, only the following surveyors may be contracted:

Adriaan Labuschagne	083 458 5724
Corrie van Niekerk	082 683 8146
Fred Grobelaar	071 983 4793
Pat Ngobeni	013 755 4574

Please Initial

- A copy of this signed/initialed document must be insert into the site safety file as indicated on Index
- Revised October 2018

**ELAWINI**  
— LUXURY RESIDENTIAL ESTATE —  
EST 2007

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