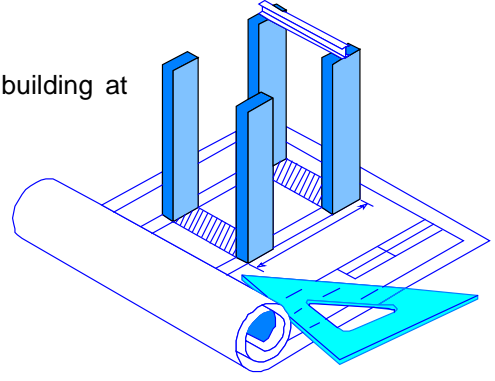


BUILDING GUIDELINES

(A summary of some of the more important matters relating to building at Westford Bridge)



FEES

There has been some confusion as to fees payable when starting to build. There are two amounts to pay - a "Plan Scrutiny" fee and a "Green Contract" deposit.



The "Green Contract" deposit is payable to the WBHOA and is refundable once building operations are complete, less costs incurred (if any) by the estate to rehabilitate the road, paving, verges, etc. affected during the building process, as well as any outstanding fines.

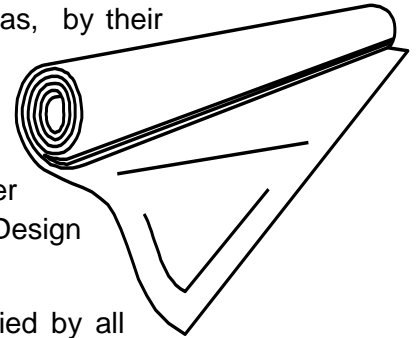
The Plan Scrutiny fee is payable on submission of building plans for approval. The signed Green Contract and deposit are to accompany the building plans when submitted to the HOA for approval.

WAIVERS

Certain items require permission (a waiver) from the committee as, by their nature, they will differ with each property and require in-situ consultation with the Project Architect or his local representative.

These include swimming pools, fences, retaining walls, terracing, paving, balconies & courtyards, plus any other deviation from the standards as laid out in the Architectural Design Manual.

Requests for a waiver should be fully motivated and accompanied by all necessary documentation such as sketch plans to scale, contour levels etc. Costs incurred will be to the owners account and will be billed directly by the Project Architect.



PROJECT MONITORING & SUPERVISION

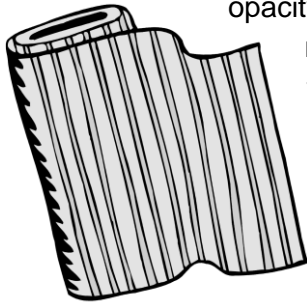
The Design Manual prescribes certain check points that need to be verified by the Project Architect (PA), such as the siting of the house within the building platform, floor levels, roof height etc. These checkpoints are mandatory and to facilitate this a number of inspections will be undertaken by the PA and it is the owner's responsibility to ensure that the Contractor liaises with the PA when each checkpoint is reached. Costs of these site inspections will be for the home owner.



Please note that it is a condition of building on the estate to have a full-time supervisor or foreman on-site at all times. Such supervisor will act as the Contractor's representative when the Contractor is not on site.

SHADECLOTH

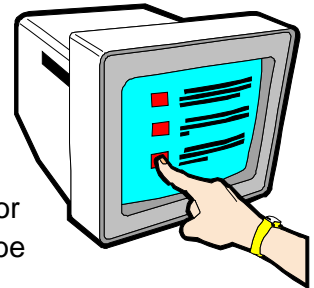
Before starting any construction work on site it is mandatory that a shade cloth screen (80% opacity, in dark green or charcoal, at least 1,5m high, tautly attached to rectangular wooden frames) is erected around the building area so as to hide unsightly building work and materials, as well as to protect the surrounding vegetation. Posts to which shade-cloth frames are attached should be securely anchored.



ACCESS CONTROL:

Security gates have been installed at both entrances to the estate which necessitates properly managed access for Contractors and their suppliers. To ensure that Contractors have adequate access it is necessary for the owner to provide them with an electronic gate controller (EGC), which is obtainable from the WBHOA.

The EGC must be strictly controlled by the Contractor who is to ensure that a responsible Foreman / Supervisor is on-site at all times so as to be in a position to open the gate for deliveries, which must be properly scheduled to avoid congestion at the gates.



To further facilitate this it is essential that a standard Telkom land-line and telephone is installed in the Contractor's shed or other suitable area as soon as possible, which can be automatically called from the gate.

As an interim measure a mobile phone may be used for this purpose.

WORKING HOURS



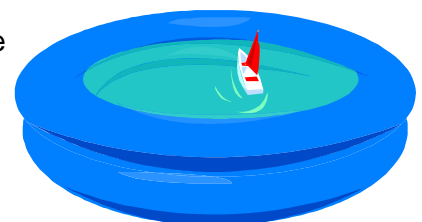
Building hours are strictly from 07:30 to 17:30 Mondays to Fridays, excluding public holidays.

No construction work whatsoever is permitted over week-ends, public holidays or during the "deemed" annual Builder's Holiday and absolutely no deliveries will be allowed outside of the building hours, regardless of circumstance.

POOLS & DECKS

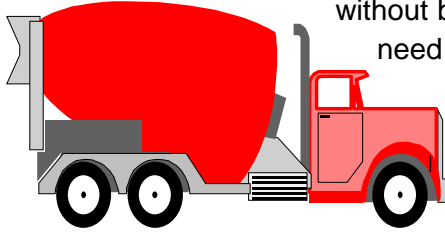
All swimming pools and decks must be placed (along with the house) within the designated building platform which is 400 m². A waiver is required should the pool be placed outside of the building platform.

The maximum permissible size of a swimming pool is 35,000 litres.



DELIVERY VEHICLES

This is one of the most contentious issues on the estate. On the one hand one cannot build without bricks and concrete, and on the other, the roads and verges need to be protected from damage caused by oversized vehicles.



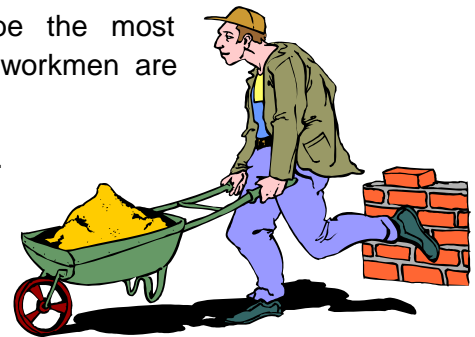
The following compromise has been established:

- Bricks may be delivered in palettes on vehicles with on-board cranes, however loads must be limited to no more than 5 palettes or 2,500 bricks at a time.
- Care must be taken in establishing the most suitable storage location on site so as to ensure that offloading does not impact on traffic flow for residents.
- Mobile concrete mixers may not exceed a payload of 6m³ and suitable protective covering, such as heavy duty plastic, must be laid on the road to avoid damage from spillage.
- In all other cases (including sand & stone), delivery vehicles with a payload in excess of 5 tonnes are not permitted on the estate.
- No more than 100 pockets of cement can be delivered per load
- No trailers are permitted if attached to vehicles in excess of 1 tonne.

LABOUR

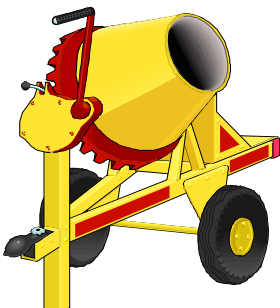
Controlling the behaviour of the labour-force has to be the most challenging part of building, however it is essential that workmen are properly managed at all times, taking particular care to:

- keep noise levels to a minimum, ie. no shouting or radios.
- ensure that workmen are delivered to, and taken from, site each day, ie. they do not access the estate on foot, as this compromises security and is particularly disturbing to residents.
- ensure that workmen remain within the boundaries of the plot they are building on at all times, except when receiving deliveries. This also applies to tea and lunch-breaks. Where arrangements have been made to use an adjacent plot for storage of materials, it is to be used for that purpose only.
- ensure that no workman ablutes anywhere other than in the toilet facilities provided by the builder.
- No fires are permitted anywhere within the estate.



KEEP IT QUIET

Please note that no petrol or diesel-driven cement and/or concrete mixers are permitted due to the noise they generate. Electric mixers are permitted.



When using Power Tools care must be taken to minimise noise and discomfort to neighbours. Where possible work requiring power tools, particularly the cutting of tiles etc., should be undertaken inside the building and preferably behind closed doors, such as in the garage.

No power generators are permitted on site unless there is a general power-outage in excess of three hours.

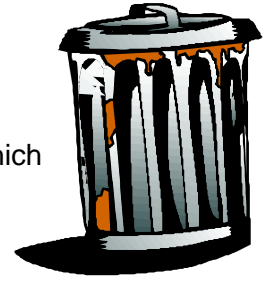


KEEP IT CLEAN

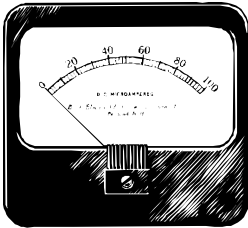
Please ensure that the site is kept neat and tidy at all times.

A suitable refuse bin must be provided before commencing construction, which is to be periodically emptied off-site by the Contractor.

No dumping of earth or rubble is permitted anywhere within the estate.



ELECTRICITY & WATER METERS



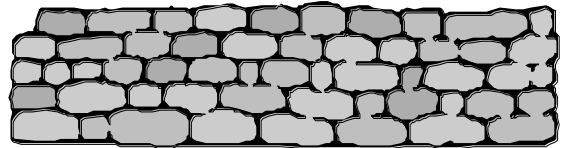
Contractors are responsible for the installation of meters in accordance with Municipal Building Regulations and they should liaise with the WBHOA regarding the positioning of same to facilitate monthly consumption readings.

No construction may take place until both the electricity and water meters have been installed.

RETAINING WALLS

As the estate is on a hillside, retaining walls are necessary in most cases, however these must be clad in natural stone.

Where concrete block walls such as Loffelstein or Sholin are used for stability, they may not be left exposed or simply planted over, they must be clad in stone. In some cases wood cladding is permissible, however this must be cleared with the PA during the planning stages.



HOUSE NUMBERS & SIGNS

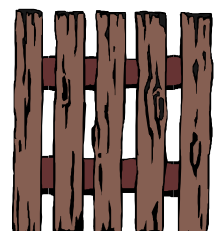


Only one type of street number is permitted. It consists of an earth-coloured tile with the number sandblasted into it. So as to ensure conformity, the WBHOA has pre-purchased the relevant street number tiles for all properties that are still to be built on. These have been stored in the shed in the boat-yard and may be collected by the home owner from the Estate Manager when ready.

No other signs may be erected other than a discreet house name or number that is physically attached to the house itself.

FENCES

Boundary fences are not allowed. Where screening for privacy is necessary, game fences or timber fences (in Natural, Creosote or Green stain), with planted hedges will be allowed, such fencing will only be allowed within the building platform and will require a "waiver" from the WBHOA



RESPONSIBILITY

The owner will be held liable for any damage to common or private property on the estate caused by any workman engaged in their building project. It is the owner's responsibility to make the building contractor(s) and their personnel aware of the conditions and rules that apply on the estate and to ensure that they are adhered to at all times.