

## *Estate Rules*

### 1. Introduction:-

The purpose of these rules is set out how residents and visitors to the Estate should conduct themselves both within the confines of their own property and within the entire Estate to ensure harmonious and safe living for all in this beautiful environment.

The rules incorporate the conditions set out by Provincial and Municipal government when Pezula Golf Estate was first given planning consent.

The rules are set by the directors of the Pezula Golf Estate Home Owners' Association. The directors have tried to achieve a balance of seeking reasonable behaviour from all concerned whilst not wanting to impose on the freedom of individuals living on or visiting the Estate.

In respect of the interpretation of these rules the decision of the directors is final and binding. The rules are subject to change from time to time, as, and when it may become necessary.

Should the rules be transgressed, the directors have the discretion to impose sanctions.

The rules should be read in conjunction with the following documents, and it is the responsibility of all property owners to ensure that they and members of their families, tenants, visitors and employees are aware of the contents of these documents and abide by these rules:

- Pezula Golf Estate Home Owners' Memorandum of Incorporation
- Pezula Golf Estate Architectural Design Manual (for all building works)
- Pezula Golf Estate Builders' Code of Conduct (for all building works)
- Pezula Golf Estate approved plant list (for all garden plants)

Owners should seek copies of these documents from the Home Owners' Association. Copies are also available on the [www.pezulagolfestatehoa.com](http://www.pezulagolfestatehoa.com) website (see [Downloads and Notices](#)).

## 2. Access, roads, vehicles, off road vehicles and drones:-

- 2.1 There is controlled access to the Estate and procedures will be adapted by the directors from time to time. Owners and residents should comply with current procedures for themselves, their guests and their visitors, including domestic employees, contractors, and companies delivering to their properties.
- 2.2 The speed limit on the estate is 40 km/hour, and in the interest of safety, this should never be exceeded. Reckless driving cannot be tolerated and fines will be issued in line with Annexure A.
- 2.3 Golf Carts – strictly speaking golf carts should not be driven on the roads on the estate, as they are all public roads. It is technically possible that the Traffic Police could penalise those transgressing this rule, so please be warned. Only licensed drivers should drive carts – children and younger teenagers must never drive. Anyone taking carts onto the golf course or cart tracks must comply with the Pezula Golf Club policy on the use of golf carts. Other than when playing golf, it is forbidden to take carts onto the course or the cart tracks during golf course operating hours – Golf balls can kill!!
- 2.4 Other “off road” motorised recreational vehicles that are licensed for operation on South African roads, are not permitted to be used on the Estate’s roads or on the golf course or cart tracks.
- 2.5 Parking – vehicles parking overnight must be off road in designated parking areas. This includes boat trailers, caravans, golf carts etc. Vehicles found violating this rule may be towed to a safe parking area and the responsible owner may be penalised.
- 2.6 Common areas/open space – vehicles must not be driven or parked on common areas or open stands.
- 2.7 Drones or similar products may not be used on the estate as they are noisy and invade privacy. If a commercial operator wishes to use a drone for photographing the estate or homes on the estate, permission must be obtained from the General Manager.

## 3. The Environment:-

- 3.1 Noise - any conduct which disturbs the peace on the Estate is not permitted. Excessive and unnecessary noise by vehicles, music systems, pets or individuals themselves constitutes a disturbance of the peace under these rules.
- 3.2 Domestic Pets:-
  - The HOA have the right to prohibit, restrict or control the keeping of any animal which they may regard as dangerous or a nuisance;
  - Unless written consent has been given by the PGEHOA to any member only domestic pets which in the sole discretion of the PGEHOA pose no danger to residents and golfers, may be kept.
  - The maximum number of pets (dogs and cats) permitted per household is 2 (two).

- Owners are responsible for their pets and should control them at all times.
  - Pets should not make excessive noise; persistent barking of dogs, catcalling of cats or any other disturbance by pets is not allowed and must be controlled by the owner.
  - Pets should not be permitted to leave their owners property and run at large unsupervised.
  - Dogs need to be on a leash at all times when not on your own property and all excrement should be immediately removed from public areas by the owner.
  - Pets are not allowed on the Sparrebos Forest Trails. Owners must also comply with Pezula Golf Club rules regarding access for pets on the golf course.
  - Should any pet create a frequent or persistent disturbance or become a nuisance to any other member, the PGEHOA will request the owner of such pet to ensure that the noise and/or action cease. Failing to comply, the PGEHOA **may** at its discretion, impose a fine (see Annexure A) or request the owner to remove the pet. If this request is not complied with, PGEHOA may contact Law Enforcement to force the owner to comply with the local bylaws.
- 3.3 Wild animals – these should never be fed anywhere on the estate and owners and visitors must take care with the secure storage of household refuse. Latch able enclosures, tightly sealed containers or wheelie bins are required – leaving rubbish outdoors in plastic bags is not permitted.
- 3.4 Domestic refuse is collected on Mondays, Wednesdays, and Fridays and should only be left outside properties early mornings between the hours 08:00 and 12:00. There is a refuse compound near the maintenance offices for those needing to dispose of refuse anytime other than on these days. Leaving doors and windows open could encourage an unwelcome visit by baboons and this can be a dangerous and generally unpleasant experience.
- 3.5 Littering – everyone should refrain from leaving litter anywhere on the estate.
- 3.6 Fires – only purpose built “braais” within the Estate’s residential properties should be used. Every effort must be made to prevent bush fires caused by illegal fires or discarded cigarettes.
- 3.7 Water – homeowners are encouraged to install rainwater tanks approved by the Architectural Review Committee to collect rainwater. Boreholes are not allowed without the approval of the Architectural Review Committee and should also be registered with Knysna council.
- 3.8 Disposal of swimming salt or chlorine contaminated pool water must be done via the Municipality sewer system and not into the surrounding fynbos or storm water systems.
- 3.9 Solar heating panels are encouraged but installations must be approved by the Architectural Review Committee.
- 3.10 Homeowners should refer to the Architectural Design Manual for rules relating to landscaping, planting and fencing. Owners are encouraged to re-cover transplantable



indigenous vegetation and topsoil from properties prior to commencement of building works. All new planting should comply with the Pezula Golf Estate approved planting list. Fertilisers should not come into contact with natural vegetation. Garden refuse stored in sealed plastic bags will be collected on Tuesdays and Thursdays by the HOA.

- 3.11 To ensure that open unbuilt stands are kept in a neat and tidy state, we ask that owners keep their properties clean and clear. If the HOA management find that the vegetation on a property is overgrown and could potentially pose a fire risk, the owner will be notified and will have 15 workdays to arrange for the stand to be cleaned. If an owner fails to respond or notify the HOA of his intentions, the HOA will have the right to clean the stand and bill the owner the associated costs.

#### 4. Open Space:-

- 4.1 Camping and caravanning are not allowed anywhere on the Estate.
- 4.2 The use of firearms, air rifles, pistols, bow and arrows, slingshots, fireworks, or any potentially dangerous projectile within the Estate or the adjacent conservation areas, is strictly prohibited. Hunting and trapping are also strictly prohibited.
- 4.3 Walking and jogging on the golf course cart paths may only be used for these activities when the course is not being used for golf.
- 4.4 Residents are encouraged to develop the habit of picking up and disposing of any litter encountered in the open space.
- 4.5 Flora may not be damaged or removed from any public area.
- 4.6 The use of all the open space areas and common properties by residents, their guests and visitors is entirely at their own risk at all times.
- 4.7 Residents are cautioned that the water in the streams and catchments dams on the Estate and Golf Course Land is not safe for drinking or bathing.

#### 5. Recreational Activities:-

The Tennis court, swimming pool and children's play area are used on own risk and use of these facilities will be strictly in compliance with PGEHOA rules, in particular regarding who is eligible to use these facilities, and regarding children under the age of 12, needing adult supervision at all times in the interest of safety and respecting other users' peace and quiet.

#### 6. Security:

In the interest of providing an effective security service and systems, security protocol must be adhered to at all times and residents are requested to always treat security personnel in a cooperative, courteous and patient manner.

- 6.1 Security protocol at the entrance gates must be adhered to at all times.

- 6.2 All residents and tenants should have their biometrics registered at the Main security gate as you come up the hill on your right. This will give you access to all boomed off areas as well as the swimming pool.
- 6.3 Residents are to note that the entire perimeter electric fencing serve as deterrent and detection function and are not guaranteed to prevent a determined attempt at intrusion into the Estate.
- 6.4 The ID card system for permanent workers, temporary workers, and contractor's representatives must be conscientiously enforced by every owner with respect to people in their employ.
- 6.5 ID cards will be issued to all contractors and domestic workers.
- 6.6 Right of access and issuing of ID cards is reserved and is given at the sole discretion of the HOA.
- 6.7 All building contractors, sub-contractors, landscapers, maintenance contractors and domestic workers must comply with the registration and access procedures for contractors.
- 6.8 Every owner must ensure that contractors in their employ have signed the Contractors Code of Conduct and adhere to the stipulations of the contract.
- 6.9 All attempts at burglary or instances of fence jumping must be reported to the security and/or the Estate Manager immediately.
- 6.10 Security is an attitude, be aware that you need to enforce and apply security to make it work. Do not hesitate to report any suspicious person.
- 6.11 The security control centre should be advised in advance of pending arrival of visitors, deliveries or emergency services where possible, in particular the person's name and property to be visited should be provided.
- 6.12 Alternative to the above if a visitor, delivery or emergency service provider arrives unexpectedly/ unannounced, the resident will be called via our speed dial system to confirm such a person.
- 6.13 Unannounced persons will be denied access if a member cannot be contacted via our speed dial system.



- 6.14 It is the resident's responsibility to ensure that their contact details are in fact listed at the security control centre.
- 6.15 Physical or verbal abuse of any security personnel will not be tolerated and in no way should they be prevented from doing their duty.
- 6.16 The taking of photos without the consent of the property owner is not permitted. If an estate agent/ photographer is to photograph your property it is the duty of the home owner to advise the Estate Manager in writing beforehand.
7. Tenants, Visitors, Contractors and Employees:-
- 7.1 Should any owner let his property, he shall forward to the HOA a copy of the signed "[Rental Access document](#)" (available to download on our homepage) at least seven (7) days prior to the intended occupation date. The Rules and regulations of the estate should form part of the lease pack and the Lessor shall bind the Lessee to adhere to such rules. The landlord will take responsibility for compliance to the HOA rules on behalf of the tenant and if penalties for breaking the rules are issued, it will be the landlords responsibility to recover from the tenant.
- 7.2 Residents and/or occupiers of any property within the Estate are liable for the conduct of their visitors, contractor's employees and tenants, and must ensure that such parties adhere to the Rules and regulations.
- 7.3 Residents, owners, occupiers and contractors are not permitted to give access or bring onto the Estate any employee or individual who is an illegal alien. All foreign nationals that work on the estate need to provide us with a copy of their valid work permit together with their passport. Casual labourers brought onto the Estate (e.g. gardeners, domestic workers etc.) must be registered at the specific gate/boom entrance on entry by the Resident and signed out upon exiting.
- 7.4 Should any owner wish to sell or lease their property, the Home Owner must ensure that the buyer/ lessee is informed about, accepts and signs for a copy of the Memorandum of Incorporation, the Estate Rules and regulations, the Architectural Guide Line, and any other administrative regulations applicable at the time and commits to be bound thereto. A full pack of rules should also be left in the leased property for the lessee's ease of reference.
- 7.5 It is the responsibility of the owner to ensure that the Estate Agent dealing with the sale or lease adheres to the Code of Conduct for Estate Agents as laid down by the HOA from time to time and is fully aware of the HOA requirements.



7.6 Every agreement for the lease of property on the Estate shall contain the following clause:-

“The lessee shall take cognisance of the fact that there are a number of important documents relating to the administration and control of Pezula Golf Estate, the Home Owners’ Association and Architectural Rules. These documents include the following:

- The Memorandum of Incorporation
- The Rules and Regulations
- The Architectural Guide Lines

The lessee acknowledges that he/she is acquainted with the content of such documents and agrees to be bound thereby.”

8. The Golf Course:-

8.1 The golf course as demarcated shall be used for the playing of golf. Residents and/or their guests shall refrain from using the golf course for any other activity and shall ensure that their children and those of their guests do not play games or engage in any other activity on the golf course.

8.2 All players must report to the pro-shop before play/practice commences. Casual play/practice is not allowed at any time on the course.

8.3 The Golf Course itself, its greens, bunkers and designated practice area, inclusive of putting greens etc. is exclusively reserved for the use of bona fide golfers.

8.4 Residents may use the golf paths for strolling between the hours of 18:30 and 06:00.

8.5 Tampering with signage or other equipment is strictly forbidden.

8.6 Take care and be alert when using designated walkways adjacent to the Golf Course – a golf ball can cause severe injury.

8.7 Only licensed drivers are permitted to drive a golf cart on the course.

9. Architectural:-

9.1 The Architectural Rules/Design Manual is obtainable from the PGEHOA’s offices and is also available on the website under “[Downloads](#)” and shall form part of these rules



and homeowners and residents on the Estate shall be obliged to abide by such requirements.

9.2 Building contractors working on the Estate will be required to sign a Code of Conduct thereby ensuring adherence to the rules and regulations of the HOA as may be amended from time to time.

9.3 Building and related activities are only allowed on the Estate on week days between the hours of 07:30 and 17:30. Contractors will not be allowed on the Estate on Saturdays, Sundays and Public Holidays without the prior consent of the Association.

#### 10. Design, Construction and Sale of houses and stands on the Estate:-

10.1 The design of all new homes and subsequent external alterations, including re-painting and Wendy homes should comply with the Architectural Design Manual.

10.2 The Estate Manager should be notified prior to the commencement of any building work and owners must ensure that their builder/s and all sub-contractors are registered with PGEHOA and comply with the Sparrebosch Builders Code of Conduct. In particular, the rules on access, working hours, environmental protection, erosion control measures and the control of building activities and materials storage must be complied with.

10.3 "For Sale" boards are not allowed on the Estate.

10.4 Applications for show houses must be applied for and approved in writing by the Estate Manager at least three working days prior to such open days. Direction boards can only be erected on the show house open day. Large "Show House" banners or balloons are not permitted.

#### 11. Updates:-

The directors may, subject always to the requirements of the Association's Memorandum of Incorporation, delete, amend or add to the Estate Rules at any time. Any amendments will be updated on the web site documents. All HOA documentation can be viewed on the Sparrebosch website [www.pezulagolfestatehoa.com](http://www.pezulagolfestatehoa.com) click on the "Download" tab. Any changes will be affected to the website documents.



**FINE STRUCTURE FOR ESTATE RULE TRANSGRESSIONS**

<b>Description</b>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>
Unsupervised dog on estate	R250	R500	R1,000
Failure to pick up and dispose of dog mess in public area	R500	R500	R500
Exceeding two dogs and two cats per erf	R500		
Reckless driving on estate roads	R250	R500	R1,000
Flying a drone without consent from the HOA	R250	R500	R1,000
Short term rental penalties -Tenant rule transgression	R250	R500	R1,000

