

Appendix C

PROJECT INFORMATION REVIEW FORM AND CHECK LIST 2021

E R F ☐ ☐ ☐

Beau Rivage ☐

Ville d' Afrique ☐

Port Provence ☐

ARCHITECTURAL PROFESSIONALS NAME

SACAP REGISTRATION NUMBER

SIGNATURE

DATE

This form can be used as a guide by the architectural professional
to ensure that sufficient information is provided at each stage of the review process.

Only the blocks marked in light grey are to be completed by the architectural professional.

Please only complete this form electronically in Adobe Acrobat Reader. **DO NOT PRINT AND RESCAN.**

STAGE 1 – DESIGN CONCEPT

Please ensure that you provide all the information as required in the guidelines under Stage 1 (clause 8.1).

Please mark the grey blocks (column C) with an ☒ to acknowledge that the info has been provided for review.

Additional comments for stage 1 will be made by the EDAAC in the COMMENTS section below

STAGE 1	DATE	EDAAC ARCHITECT SIGNATURE
Recommended - proceed to stage 2		
Recommended with changes - proceed to stage 2		
Not Recommended		

A	B	C	D
CLAUSE	DESCRIPTION		EDAAC
INFORMATION ON DRAWINGS - SACAP REGISTERED PROFESSIONALS DETAILS			
	Name		
	Registration number		
	Category of registration – Pr Arch / PrSArchT		
	Name of architectural practice		
CERTIFICATES			
13	Surveyors certificate and contour plan		
3D COLOUR IMAGES OF ALL ELEVATIONS			
10, 14, 15 & 27	Architectural Style, privacy, plan form and outbuildings complies to clause 10, 14, 15 & 27.		
16	External wall finishes material and colour		
11.8	Height restriction – Horizontal line, actual levels		
21 - 22	Roof design, pitch and corbeling		
17	Windows proportions and size – Vertical proportions, align on axis.		
DEVELOPMENT DATA TABLE			
11.2	Minimum house size		
11.3	FAR		
11.4	Coverage		
11.5	FF area to GF area restriction - if applicable		
SITE PLAN			
	ERF numbers		
	Neighbouring structures		
	North Arrow		
	ERF boundaries and lengths		
	Proposed position of all structures		
11.7	Building lines		
11.8 & 13	Contours		
11.8	Average contour level		
13	Datum point		

COMMENTS STAGE 1**CONTRAVENTION OR PROPOSAL FOR CONSIDERATION**

DATE	DESCRIPTION	NOT APPROVED	CONDITIONAL APPROVAL
	<p><u>BUILDING LINE RELAXATION.</u></p> <p>Consent of the owner of the affected property.</p> <p>A site plan indicating the existing and proposed building lines, as well as a completed Local council building line relaxation form, both signed by all effected parties.</p> <p>NOTE ON SITE PLAN:</p> <p>I hereby confirm that I (full names of registered owner)</p> <p>_____ of ERF _____ Estate d' Afrique.</p> <p>Have no objection to the relaxation of the building line. I confirm that I am completely versed with the site plan that was shown to me and that I am aware of the impact the relaxation of the building lines will have.</p> <p>DATE: _____</p> <p>SIGNATURE: _____</p>		

STAGE 2 – COUNCIL DRAWINGS

Please ensure that you provide all the information as required in the guidelines under Stage 2 (clause 8.2).

Please complete the grey blocks (column D) as well as provide (on the drawings) the additional info (column C).

Please only complete this form electronically in Adobe Acrobat Reader. **DO NOT PRINT AND RESCAN.**

STAGE 2	DATE	EDAAC ARCHITECT SIGNATURE
Recommended – see page 9 of this form <i>Your drawings have been moved to stage 3 folder.</i>		
Recommended with changes - proceed to stage 3 <i>Submit a full revised set of drawings to stage 3 folder.</i>		
Not Recommended <i>Resubmit drawings to stage 2 resubmission folder</i>		

If dated and ticked, please refer to the comment sheet on last page of this document for additional remarks		
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A	B	C	D	E
CLAUSE	DESCRIPTION	ADDITIONAL INFO	TO BE COMPLETED BY SACAP REGISTERED PROFESSIONAL	EDAAC
8.2	Site Plan	Scale 1:200 or 1:100		
8.2	Floor Plans	Scale 1:50		
8.2	Roof Plan	Scale 1:100		
8.2	Elevations	Scale 1:100		
8.2	Sections	Scale 1:50		
8.2	Window Schedule	Scale 1:50		
8.2	Boundary wall sections and elevations	Scale 1:20 or 1:50		
8.2	Roof edge details, sections, and elevations	Scale 1:20		
8.2	Chimney Details	Scale 1:20		
8.2	Gate elevations and specifications	Scale 1:20 or 1:50		
8.2	Balustrade elevations and specifications	Scale 1:20 or 1:50		
11.1	1 Unit per ERF	Development data table	<input type="checkbox"/> I Acknowledge	
11.2	Minimum house size 220m ²	Development data table	M ²	
11.3	FAR 0.6 / unrestricted	Development data table	RATIO	
11.4	Coverage 50%	Development data table	%	
11.5	First floor area to ground floor area restriction 50%	Development data table	%	
11.6	Flood line indicated	Indicate on site plan	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
11.7	Building Lines 2m	Indicate on all plans	<input type="checkbox"/> Indicated	
11.7	Building Line Relaxation	Indicate on all plans	<input type="checkbox"/> Required <input type="checkbox"/> N/A	

11.8 & 13	Contour plan 500mm intervals.	On the site plan label the highest, lowest & average contour levels	<input type="checkbox"/> Indicated	
11.8	Height Restriction 7.5m / 5m	Max height restriction horizontal line Indicated on elevations and sections	<input type="checkbox"/> Indicated as per example	
11.8	Levels referenced to the actual contour levels	Indicate actual levels referenced to the contour levels on plan, elevation and sections.	<input type="checkbox"/> Indicated	
12	Riverside Clusters design criteria	Levels, access, position of bathrooms and kitchens, position of doors windows, views and privacy.	<input type="checkbox"/> I Acknowledge <input type="checkbox"/> N/A	
13	Surveyors Certificate	Load into folder on Drop Box Submission 2	<input type="checkbox"/> Loaded onto Drop box folder.	
13	Datum Point	Fixed point indicated on site plan.	<input type="checkbox"/> Indicated	
14	Privacy	Upper storey not overlooking neighbours northern living areas	<input type="checkbox"/> I Acknowledge	
16	External walls Smooth or bagged plaster	Indicate note on elevations	<input type="checkbox"/> Indicated	
16	Paint colour and ageing technique	NOTE ON ELEVATIONS: <i>Natural earthy colours are allowed in shades sympathetic to the colour of the natural stone and environment. Walls must be finished with an approved paint technique that creates a distressed and aged look.</i>	<input type="checkbox"/> Noted	
16	Paint Colours	NOTE ON ELEVATIONS: <i>If external paint colours that are not on the approved colour pallet are selected, then the proposed colour/s and product/s must be presented to the EDAAC for approval. A4 colour cards as well as specifications must be submitted at stage 2 for review by the EDAAC. A 2m x 2m sample panel of each colour must also be approved by the EDAAC on site, before any work is put in hand.</i>	<input type="checkbox"/> Noted	
16	Natural Stone Cladding	Must be applied to entire building element and must be correctly indicated on plans, sections and elevations.	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
17	Windows and doors	Indicate on plans, elevations and window schedule. Correct proportions, material and colour. NOTE ON ELEVATION: <i>Windows and doors indicated on approved drawings are the actual shape, size and type which must be installed during construction.</i>	<input type="checkbox"/> Indicated	
17	Large horizontal windows and doors	Set back by at least 2m. Indicate dimension of set back on plan.	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
17	Burglar bars	NOTE ON ELEVATIONS: <i>Burglar bars will only be permitted on the insides of windows only to the approval of the EDAAC.</i>	<input type="checkbox"/> Noted	

18	Shutters	Indicate on elevations and window schedule. Correct proportions, material and colour.	<input type="checkbox"/> Indicated	.	
19	Garage door	Indicate on elevations. Material type and finish. Dimension 350mm column on plan. Only single doors.	<input type="checkbox"/> Indicated	.	
20	Balustrade	Balustrade elevations and specifications – (Scale 1:20- 1:50) Also indicate correctly on elevations.	<input type="checkbox"/> Indicated	<input type="checkbox"/> N/A	
21	Pitched Roof	Indicate on elevations, sections and roof plan. Pitch, type, colour.	<input type="checkbox"/> Indicated	.	
21	Corbel detail	Roof edge section and elevation (Scale 1:20) Also indicate correctly on elevations.	<input type="checkbox"/> Indicated	.	
22	Flat roof	Indicate on roof plan and sections. Concrete roof not to exceed 25%. Covered with clay tiles or natural light-coloured stone chips.	<input type="checkbox"/> Indicated	<input type="checkbox"/> N/A	
22	Parapets	Finished with over and under clay roof tiles	<input type="checkbox"/> Indicated	<input type="checkbox"/> N/A	
23	Chimney	Indicate correctly on elevations.	<input type="checkbox"/> Indicated	<input type="checkbox"/> N/A	
24	Pergolas	Indicate on plan, elevation and sections. Material, finish and colour.	<input type="checkbox"/> Indicated	<input type="checkbox"/> N/A	
25	Columns	Indicate on elevations. Finish – Precast concrete elements must be painted and finished with an ageing technique.	<input type="checkbox"/> Indicated	<input type="checkbox"/> N/A	
26	Paving	Indicate on plans. Specification, type and colour.	<input type="checkbox"/> Indicated	.	
28	Boundary walls	Indicate on site plan. Boundary wall section and elevation (scale 1:20 – 1:50). Material and finish. Steeply sloped sites - entire boundary wall elevation. NB: Remember to indicate MAX height of pillars and lower solid section of wall.	<input type="checkbox"/> Indicated	<input type="checkbox"/> N/A	

29	Service Yard	<p>Indicate on site plan.</p> <p>Indicate future position for AC unit</p> <p>NOTE ON SITE PLAN:</p> <p><i>Clothes lines and bins must be concealed within the service courtyard and must not be visible from the street, private open spaces or the neighbours.</i></p>	<input type="checkbox"/> Indicated	
30	Gates	<p>Gate elevation and specifications (Scale 1:20- 1:50)</p>	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
31	Retaining structures	<p>Indicate on site plan.</p> <p>Material and finish.</p> <p>NOTE ON SITE PLAN:</p> <p><i>Retaining walls shall not exceed 1m in height</i></p>	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
32	HOUSE NUMBERS	<p>Indicate on elevation.</p> <p>NOTE ON ELEVATIONS: MAX 150mm high.</p>	<input type="checkbox"/> Indicated	
33	Jetties	Detail designs	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
34	Landscaping	<p>NOTE ON DRAWINGS.</p> <p><i>LANDSCAPING. Plants should be selected from the approved/ recommended plant-list. Trees are to be carefully selected from the approved tree list and positioned to minimise the obstruction of views of neighbouring owners. The height of trees is restricted to 7 metres.</i></p>	<input type="checkbox"/> Indicated and Noted	
34	Visitor parking	Indicate on site plan	<input type="checkbox"/> Indicated	
34	Beau Rivage Landscaping	<p>NOTE ON SITE PLAN.</p> <p><i>Five (5) lavender plants or Two (2) Floribunda rose plants or One (1) Olive tree for every meter of street fronting boundary as per SG diagram AND 1 square meter of stone cladding / stone work for every meter of street fronting boundary as per SG.</i></p>	<input type="checkbox"/> Noted <input type="checkbox"/> N/A	
35	Soil and waste pipes	<p>Indicate on plan and elevations.</p> <p>All plumbing to be concealed in walls.</p> <p>Only access points to be covered with removable fibre cement boards.</p>	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
36	Satellite dishes	<p>Indicate in a discreet position below the eaves on elevations and roof plan.</p> <p>NOTE ON ELEVATION</p> <p><i>Dishes must be no more than 600 mm diameter and are to be powder-coated to match the colour of the house</i></p>	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	

37	Solar water heaters and photovoltaic (pv) panels	<p>Indicate on elevations and roof plan.</p> <p>NOTE ON ELEVATIONS: <i>Only split system solar water heaters are permitted. Cylinders should be inside the roof space and not visible on the outside.</i></p>	<input type="checkbox"/> Indicated <input type="checkbox"/> N/A	
38	Airconditioning units and heat pumps	<p>Indicate on elevations and ground floor plan.</p> <p>Typical services elevation as per the guidelines must be included as part of the drawings.</p>	<input type="checkbox"/> Indicated	
39	Light fittings	<p>Indicate on elevations and plans.</p> <p>NOTE ON ELEVATIONS: <i>External light fittings should French Provencal style and of sufficient proportions to match the exterior of the house. Height of external lights along common boundaries may not be more than 1.8m above the finished ground level</i></p>	<input type="checkbox"/> Indicated	
40	Storm water	Clearly indicate the stormwater flow on the site plan.	<input type="checkbox"/> Indicated	
41	Water connection	Indicate on site plan	<input type="checkbox"/> Indicated	
42	Sewer connection	Indicate on site plan	<input type="checkbox"/> Indicated	
43	Fibre connection	Indicate on site plan	<input type="checkbox"/> Indicated	
7	General note on drawings	<p>NOTE ON DRAWINGS</p> <p><i>Building plans submitted and approved by the EDAAC expire after 12 months if construction has not commenced within that period. All plans which have expired will require resubmission and review based on the latest version of the design guidelines. A resubmission fee is applicable</i></p>	<input type="checkbox"/> Noted	
9	General note on drawings	<p>NOTE ON DRAWINGS</p> <p><i>The contractor is to adhere to the approved plans and construct the house strictly according to the approved drawings. No deviations are allowed without the prior written consent of the EDAAC. Request for changes are to be emailed to Estate d' Afrique admin office and written approval must be obtained from the EDAAC before the change is effected on site.</i></p>	<input type="checkbox"/> Noted	

STAGE 3 – HARD COPIES

Only once the EDAAC have approved the stage 3 submission can hardcopies be printed (clause 8.3).

APPROVED	ON THIS	DAY OF	20
APPROVED BY:		SIGNATURE:	

Please print the drawings in the stage 3 folder on drop box.

These drawings have been electronically stamped but still need to be submitted to the estate office for the estate stamp and signature.

Please contact Sally Harmse at the office (087 158 0260) to arrange a time to have the drawings stamped and signed.

4 sets of drawings to be submitted.

CLAUSE 8.3

Once approved by Madibeng one hard copy and one soft copy (PDF scanned, in colour, on a large format scanner) of the approved drawings (which clearly indicates the Madibeng approval stamp) must be submitted to the estate for their records. The Hardcopy must be submitted to the estate office. The soft copy must be loaded onto your estate Drop Box folder - Approved Madibeng drawings. Please note your submission for approval is only complete once this stage has been completed.

COMMENT SHEET

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