

**ARCHITECTURAL, AESTHETICS AND BUILDING
AFFAIRS
SUB-COMMITTEE MANUAL**

1. INTRODUCTION

- 1.1 Die Aesthetics sub-committee is established in terms of clause 22 of the Constitution (2018) and implements the Architectural Rules.
- 1.2 All new buildings and alterations or additions to existing buildings must be approved by the Aesthetics sub-committee of the HOA.

2. AESTHETICS SUB-COMMITTEE

- 2.1 The Aesthetics sub-committee consists of not less than three members, of which:
 - 2.1.1 One is a member of the Management Committee, the other the Estate Manager and the contracted Architect; and
 - 2.1.2 Such other person or persons, nominated for this purpose, by the Management Committee, based on their knowledge and expertise.
- 2.2 The main purpose of the Aesthetics sub-committee is to evaluate and approve all building plans submitted for approval and to decide on the acceptability thereof in terms of the requirements contained in clauses 2.1 to 2.4 of the Architectural Rules, with specific reference to the aesthetic characteristics of the buildings to be erected.
- 2.3 The rules, process of application, and fees payable, are determined by the Management Committee from time to time.
- 2.4 The responsibility for the final approval of building plans rests with the respective Local Authority, on condition, however, that building plans be submitted to the Local Authority only after evaluation and approval by the Aesthetics sub-committee.

3 APPROVAL OF BUILDING PLANS BY THE HOA

- 3.1 On submission of a building plan the applicant must pay a fee as determined by the Management Committee from time to time.
- 3.2 Additional fees will be calculated and levied in cases of any complications or contradictions in terms of the design manual which may lead to additional consultations and investigations, which fees will be in accordance with the current time tariffs of the Architectural Institute.

4 PROCESS FOR THE SUBMISSION AND APPROVAL OF BUILDING PLANS

- 4.1 Applications for the approval of building plans, in terms of the Architectural Rules, must be submitted to the office of the Managing Agent, Status-Mark Property Management, 11 Meyer Street, Mossel Bay, 6500, or by registered post to the Management Committee of the Monte Christo Eco Estate, P O Box 567, Mossel Bay, 6500, or by e-mail to reception@status-mark.co.za.
- 4.2 Building plans which are submitted to the Aesthetics sub-committee of the Management Committee must be electronic, in PDF format, as prescribed by the Local Authority.
- 4.3 Payment of the application fee must be by means of direct deposit into the bank account of Monte Christo HOA.
- 4.4 The application must be approved or rejected, in writing, within fourteen (14) days from submission, and payment of the application fee.

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