

FORM CM-C1

PLAN APPROVAL APPLICATION FORM

ESTATE: CENTURY MANOR

STAND NUMBER: _____

Registered Owner/Client

Name	_____	Date	_____
If Company, Name	_____	Registration No.	_____
Telephone	_____	Fax	_____
Mobile	_____	E-mail address	_____

Architect/Technologist

Name	_____	SACAP No.	_____
E-mail	_____	Fax	_____
Telephone	_____	Mobile	_____
Power of Attorney	_____		

Area Schedule

Maximum 1 Dwelling per erf (except where otherwise indicated)

Maximum Height: 2 Storey's (excluding roof)

Ground Floor	_____ m ²	Open Patio	_____ m ²
First Floor	_____ m ²	Area of Stand	_____ m ²
Total	_____ m ²	(min. building area - 180m ² excl. garages)	

Coverage:

Single Storey dwelling:

Coverage _____ (Allowed 40% maximum additional 10% with council approval)

Double Storey dwelling:

Coverage _____ (Allowed 40% maximum)

Ground floor/first floor ratio:

FF ÷ GF X 100 = _____ % (Allowed 70% maximum, this includes double volumes and all roofed areas)

Please note that this checklist refers to the Guidelines and is to be used as a tool and not be seen as the Guidelines. Some items may not be reflective on this list and the applicant has to adhere to the full Guidelines.

Signature: _____	The onus to determine specific restrictions & positions of services (Sewer, Water, Elect, Lampposts, Fire hydrant etc.) for an erf rests with the owner and his/her architect
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Building Plans to include:

1. Site Plan:

- 1.1 Plans are to be rotated so North point faces top of page
- 1.2 Boundary walls, heights and positions, garden gates & washing line indicated
- 1.3 Double and single storey building lines
- 1.4 Indicate footprint of building
- 1.5 Satellite dish, air-conditioning units, heat pumps, gas layout & solar panel positions, etc.
- 1.6 Indicate contours, storm water direction and storm water outlets
- 1.7 Driveway and width
- 1.8 Indicate all new and existing trees
- 1.9 Indicate basic Landscape elements
- 1.10 Indicate garbage bins
- 1.11 Indicate all steel gates, fences and burglar bars
- 1.12 Drainage connection
- 1.13 Living areas to be orientated north
- 1.14 Sidewalk and street indicated
- 1.15 All water features/pools to be enclosed as per Municipal Bylaws
- 1.16 1/1.5m paving apron
- 1.17 All vehicles, trailers, caravans, boats, canoes, bicycles etc. to be houses in garage/screened area. (indicate by means of note)
- 1.18 Kitchen yard to be paved and equipped with a drain and water point

2. Floor Plans:

- 2.1 Floor plans at a minimum scale of 1:100
- 2.2 Dimensioned & Annotated to acceptable standard
- 2.3 Include kitchen appliances and plumbing layouts
- 2.4 Provide detailed Roof plan. (incl. notes of finishes, direction of fall, rain water gear, ridges. Hips, valleys, etc.)
- 2.5 All ground floor and first floor plumbing/drainage concealed in ducts min. 230x460mm
- 2.6 Detailed calculations and diagrams indicating the G/floor/F/floor ratio, incl. double volumes & all roofed areas
- 2.7 All plumbing/drainage to connect into plumbing ducts internally (no pipes to be visible from the outside)

3. Details:

- 3.1 Stair & handrail
- 3.2 Indicate door and window specifications (type and colour specified)
- 3.3 Boundary wall details (plan, section and elevations) - to be finished off on both sides
- 3.4 Balustrade (Balcony) details
- 3.5 All steel gates, fences and burglar bars
- 3.6 Pergolas
- 3.7 Bomas and all other external features
- 3.8 Signage detail

4. Sections:

- 4.1 Fall of the site is indicated clearly, cut and fill with Natural Ground Level position
- 4.2 Indicate height from natural ground level this includes roof and chimney heights
- 4.3 Sections are to be done to acceptable detail, fully annotated and dimensioned
- 4.4 Gutters and downpipes.
- 4.5 Indicate building method to be used (e.g. traditional brick and mortar)

5. Elevations

- 5.1 Include all elevations in submission
- 5.2 Rendered elevation on an A4 depicting the colours and material specified in the sample sheet
- 5.3 Fall of site is to be reflected on elevations
- 5.4 Indicate height from natural ground level this includes roof and chimney heights
- 5.5 Plumbing indicated on elevations and concealed in ducts (including material for duct covering)
- 5.6 Air-conditioning units, satellite dish, heat pumps, gas layouts, solar panel, etc. positions
- 5.7 Elevations are to be annotated and dimensioned to acceptable detail
- 5.8 Rain water pipes must be hidden/integrated into design

By Owner:

I, the undersigned owner of Stand Ext understand that, I stay responsible for all omissions/ errors/misrepresentations by myself or my architect/technologist in terms of the above application. That with my signature, I warrant that I am duly authorized to deal with this application and that I am responsible for everything that happens on this site.

OWNER: Name in Print

Signature

ID/Registration Number

ARCHITECT/TECHNOLOGIST: Name in Print

Signature

ID/Registration Number

CHECK-LIST - Century Manor

For office use only

Submit to Orbic Architects

1st Scrutiny	☐	Date	2017	M	D
2nd Scrutiny	☐	Date	2017	M	D
3rd Scrutiny	☐	Date	2017	M	D
4th Scrutiny	☐	Date	2017	M	D

Proof of payment attached ☐
 Proof of payment attached ☐

- No telephonic calls will be taken, only queries via e-mail aesthetics@orbic.co.za
- Comments will be mailed to applicants on e-mail request, after scrutiny.
- Should you require a consultation with the Aesthetic Committee, appointments can be scheduled at a fee of R400-00 which is payable on the day of consultation (only cash or EFT's will be accepted).

Yes	No	Office use
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DRAWINGS AND DOCUMENTS REQUIRED

- Application form to be completed in full			
- Proof of SACAP Reg.(Prof. Architect/Practice-Architectural Professions Act 44 of 2000)			
- Concept approval			
- 1 Complete B&W set of technical drawings			
- 1 Complete coloured set of technical drawings			
- On approval 3 to 5 additional sets must be submitted to be stamped (These will be returned to the owner or his architect)			
- Proof of ownership			
- Proof of payment - Submission fee, R3490-00 (Orbic)			
- Proof of payment - Building performance deposit, R5000-00 (Pretor Estates)			
- Rendered elevations			
- Form CM-A1 (Owners declaration)			
- Form CM-C1 (This form)			
- Form CM-F1(Finishes)			
- Certified contour diagram (500mm contours)			

Comply		
Yes	No	Office use

1.1 Allowed uses

Private residential use only

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1.2 Second Dwelling

Only on indicated Residential 2 erven (3461, 3500, 3595, 3545)

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1.3 Coverage

Single storey buildings - max.40% coverage (additional 10% with Council approval)
Double storey buildings - max. 40% coverage

1.4 Maximum Height

Max. height of 9.0m(measured from NGL)

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1.5 Minimum Building Area

180m² excl. outbuildings and garages

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1.6 Building lines, Reserves and Servitudes

Municipal building lines indicated
Positioned and orientated in respect of neighbours privacy

Single:

Street 3.0m House / 4.0m Garage
Side 2.0m
Back 2.0m
External Street 3.0m

Double:

Street 3.0m House / 4.0m Garage
Side 3.0m
Back 3.75m
External Street 3.0m

1.7 Orientation

Openings and windows to face mostly north, exposure to west, south and east to be limited
Patos, verandas and social outdoor spaces to be orientated to North-Eastern side

1.8 Topography

Minimize visual impact
Responsive to the site contours

1.9 Driveways, Parking and Paved areas

Paved roadway entrances and driveways
Paving of high quality
All vehicles, trailers, caravans, boats, canoes, bicycles etc. to be housed in garage/screened area

1.10 Landscaping

Integrated landscape design
Use of indigenous trees, shrubs and plants
Alien/exotic plants and trees, dongas and berms to be avoided

Comply		
Yes	No	Office use

1.11 Boundary wall length and height

Max. 1.8m high from NGL
Walls to be of a durable and safe construction
Walls to match house design and constructed from the same construction materials
Wall design and details to be signed off by a qualified engineer.
Street boundary completely open
Walls closer to street than building 50% of street length max
Walls not closer than 3.0m from erven street boundary

1.12 Courtyards

Screened area/courtyard to be provided for south side living spaces

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1.13 Service Yards

Screened by solid 1.8m high screen wall
To be inconspicuous, completely screened and positioned towards south & western side
Paved and equipped with a drain and water point to allow for washing of yards
Washing lines and all services not to be visible from outside the property.

1.14 Retaining wall

Retaining walls to match and compliment the house design
Gabion walls to be constructed from natural stone
Max. height for any retaining wall and vertical extensions thereof to be 1.8m

1.15 Swimming pools and Water features

Positioned to North or North-East of property
Water features to be used in moderation
All water elements to be enclosed as per municipal by-laws

1.16 Tennis Courts and other Sport Fields

To be positioned with sensitivity to neighbours

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1.17 Signage

Detail/description provided

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2. ARCHITECTURAL CONTROLS

2.1 Construction Methods

Masonry Building
Structural Concrete
Structural Steel

2.2 Styling and Design language

Low rise, horizontal lines, mostly rectilinear shapes in plan and elevation
Windows grouped in horizontal bands
Staggered planes/elevations and roofs
Few vertical elements
Large outdoor patios
Integration with landscape
Restraint in the use of ornament.

Comply		
Yes	No	Office use

2.3 Planning and Layout

Plan to be well laid out and logically planned
Rectilinear plan forms to be used
Circular or organic plan elements used in moderation

2.4 Massing, Elevation Profile and Visual Impact

Variety of spaces and volumes
Low visual impact
The silhouette line/ridge profile with no horizontal section larger than 75% of total width of the particular elevation
"Ground mass" to extend past elevations (for double storey only)
Chimneys and other similar elements not to protrude more than 2m past adjacent structures

2.5 Roofs

Roof pitch to be between 10° and 27°, all roofs to have the same pitch
Min. 600mm overhang
No flat concrete roofs to be used. Concrete box gutters will be allowed
Rain water pipes must be hidden/integrated into design
Single roof colour to be used - no bright colours allowed
Single roof finish for pitched roofs to be used
Visible concrete roofs to be covered with crushed stone
Approved roofing material: Chromadek, natural slate, low profile tiles

2.6 Doors and Windows

Only aluminium framed windows to be used
Aluminium/hardwood timber doors to be used
Colour of doors, door frames and window frames to harmonize with general aesthetic (CM-F1)

2.7 Gates, Openings and Archways

Simple rectilinear design
Design to harmonize with building design
No gates within 6.0m from edge of front boundary wall

2.8 Verandas, Balconies, Pergolas and Patios

Orientated and positioned to preserve neighbour's privacy
Pergolas to form part of the design language and materials - detail to be provided
Veranda minimum covered depth of 3.0m

2.9 Pavilion/Lapa

To form part of the visual identity and mass of the house - same construction materials
Placed with sympathy to neighbours privacy
Used as an extension of the social space of the house only
Do not contain kitchen

2.10 Balustrades

Simple rectilinear design and elegant in it's simplicity
Clear glazing
Stainless steel/painted mild steel
Detailed design to be submitted

2.11 Privacy

All Western and Southern windows on first floor having an imposing view of neighbouring private space to be of an acceptable obscure glass/measure

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2.12 Household staff accommodation

Not to exceed 16m² per room
Form part of the overall identity and mass of the main dwelling - same construction materials
1.8m high wall around a private screened yard around the entrance
Positioned with respect of neighbours privacy
Not closer to road than main dwelling

Comply		
Yes	No	Office use

3. THE SENSIBLE BUILDING

3.1 Water Harvesting

Rainwater/grey water harvesting to be discretely positioned
 All water tank pipes and periphery to be hidden
 Water tanks must be hidden where they are not an aesthetic element
 Only "Farm style" corrugated metal tanks may be used as aesthetic elements in moderation
 and must be placed on a build structure. Lightweight steel frame not be allowed

3.2 Water Heating

Solar heating systems:
 All panels and elements to be discretely placed
 Visually integrated into building design to form part of visual identity of the buildings

Heat pump system, Air-conditioning and other:
 Completely screened
 Noise reflection
 All equipment and machinery to be quiet, discretely positioned and insipuous in its operation

3.3 Photo Voltaic Panels & Solar screens

To be hidden and discretely placed/visually integrated into the building design to form part of visual identity of buildings

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3.4 Wind Turbines

Not allowed

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4. EXTERNAL SERVICES

4.1 Air-Conditioning and other External Services

Completely screened and discretely placed with sensitivity to neighbours
 Noise reflection

4.2 Emergency Generators

To be quiet, discretely positioned, away from neighbours and inconspicuous in it's operation

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4.3 Gas installations

Gas store enclosed out of view / within screened yard

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4.4 Satellite Dish and External Antennae

Discretely positioned, not visible form road servitude and inconspicuous in it's operation

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4.5 External Lighting

Floodlights not allowed
 Paving & walkway lights low luminance
 All external lighting must be screened/diffused

4.6 External Security Measures and Elements

Must form integral & aesthetic pleasing part of building
 No visible electric fencing
 No external burglar bars
 No standard type burglar bars
 Detailed design to be submitted

4.7 Garbage Bins

Concealed within a service yard - allocated on site plan

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5. PROHIBITED BUILDING MATERIALS

Roofs:

Thatch
Metal sheet roof tiles
Unpainted sheet metal
Mixed colours
High profiled roof tiles

Fences:

Timber fences
Devils fork palisades
Diamond mesh fence
Wired fencing
Wood panel fencing
Picket fencing
Precast concrete walls
Razor wire
Security spikes
Electric fences
Barbed wire

Walls:

Simulated stone cladding (use natural stone)
Decorative plaster styles
Unpainted plaster
Unplastered/bare stock bricks
Unpainted or galvanized sheet metal

Glazing:

Highly reflective glazing
Bronze or coloured glazing

External Balustrades:

Precast ornamental concrete
Timber
Expanded metal or welded mesh

Paving:

In situ concrete
Standard interlocking concrete pavers
Broken brick
Crazy paving
Sand

General:

Brightly coloured materials
Decorative precast ornaments
External faux painting techniques
Trompe l'oeil
Yard art
Canvas awnings

Alternative finishes:

Presented for approval

Comply		
Yes	No	Office use

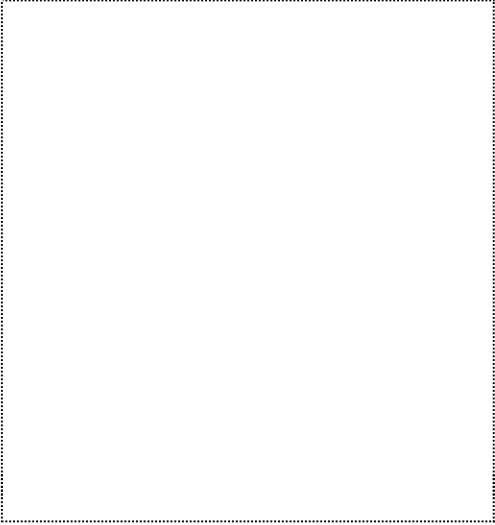
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FORM CM-F1

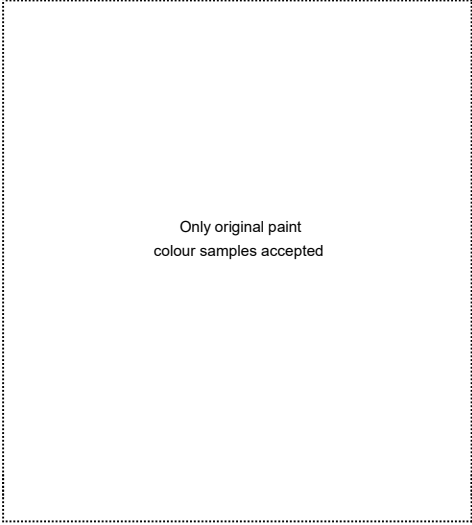
SAMPLE SHEET

ROOF MATERIAL & COLOUR
Manufacturer's official catalogue sample

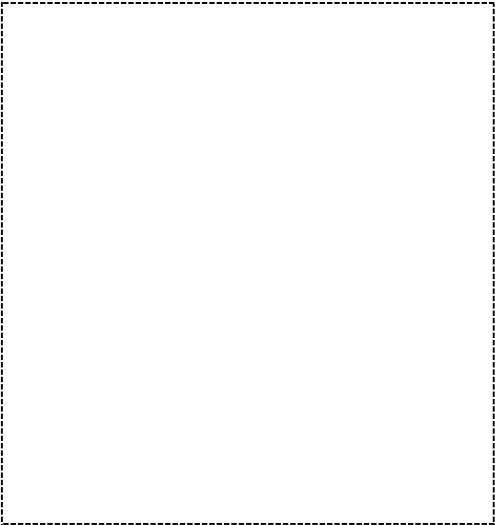


EXTERNAL WALL PAINT
Manufacturer's official catalogue sample

Only original paint
colour samples accepted



PAVING
Manufacturer's official catalogue sample



FACE/SEMI FACE BRICK/STONE CLADDING
Manufacturer's official catalogue sample

