

# **PARK LANE ESTATE HOMEOWNERS' ASSOCIATION**

## **RULES OF CONDUCT**

Conduct Rules for the community provide a means of protecting member's lifestyle through an acceptable code by which members may live together in harmony to the benefit of all without interfering with other's enjoyment.

The park Lane Estate Homeowners' Association (hereafter referred to as HOA) Trustees have the power to substitute, add to, amend or repeal any rule.

### **1. BUILDING, ARCHITETURAL AND DESIGN REQUIREMENTS**

- Written approval from the Trustees is required for any building alterations.
- A building deposit in an amount to be determined from time to time by the Trustees is levied when building alterations/additions are made.
- Swimming pool must be enclosed as per the municipal regulations.
- No changes to the external colour scheme of dwellings will be permitted.
- Wendy houses are not permitted.

### **2. LEVIES/WATER ACCOUNTS PAYABLE BY THE OWNERS**

- Levies are due in advance, payable on the first day of each month.
- Interests, and additional administration, collection and legal costs will be for the owners account.
- All levy account queries should be placed in writing to the Management Agents appointed by the Trustees.
- Changes to contact/address details are to be timeously advised to the Management Agents and/or Trustees.
- No change to ownership on a levy statement will be undertaken until the owner selling his/her unit has obtained a levy clearance from the HOA in writing.

### **3. USE OF PARK LANE ESTATE AND COMMON PROPERTY**

- No owner/occupier of a dwelling may, without the prior consent of the Trustee Committee, use the house for any purpose other than residential purposes.
- A maximum of 6 people are permitted to live permanently on a property.
- Strictly, no staying in the backyards Wendy houses, or caravans is permitted.
- No trailers/ boats/ caravans may be parked in the street, or the common property or in front yards of private property unless behind doors or a wall.
- No storage of any items or washing will be permitted on common areas or on driveways or front gardens.
- No signs, notice, billboard or advertisement may be erected on common or private property, except with the consent of the HOA.
- Washing lines need to be erected in such a manner that it will not be visible from the street.

### **4. SECURITY**

- Owners their tenants, visitors and servants are to comply with access control measures and rules that the HOA may bring into effect.
- Access to private property must be provided to effect maintenance servicing of the security fence.

- Owners are to ensure that the security fence is kept free of creepers, branches or objects that will impede the proper operation of the fencing.
- Owners to take note that should they require “armed response”, they will be obliged to appoint the “armed response” company which the HOA is using. The services of companies other than the HOA appointed company will not be permitted.

## **5. DISTURBANCE, NOISE & PETS**

- No owner/occupier or their children, guests, or other persons for whom they are responsible shall permit anything to be done in a dwelling or on common property which constitutes a nuisance, noise or an unreasonable invasion of the privacy of other occupiers.
- No more than 2 dogs and two cats are permitted per household.
- Dogs must be enclosed and shall be leashed at all times whilst in the common area. Should a pet foul the common property or any exclusive use area, the owner of the pet concerned is required to remove the excrement and dispose of it in an hygienic manner. The Trustees have the right to instruct the owner to remove a pet.

## **6. MAINTENANCE**

- An owner/occupier is obliged to maintain houses and gardens in a state of good order and take all reasonable steps to keep it clean, hygienic, neat and in an attractive condition, including the painting of boundary walls. (including estate boundary and neighbouring dwelling wall on the boundary)
- Owners are responsible to maintain and water the front/ side part of their property, which strictly do not fall within the borders of their property. (The so called “pavement” sections). The Trustees however may employ the a garden and landscape company responsible for the communal public open spaces, to cut, trim lawns of pavements and the front portion on the property of each house.
- Owners are to maintain their own back gardens. Should an owner require garden services to maintain their property, it has to be done by the HOA appointed garden services. The services of companies other than the HOA appointed company will not be permitted.

## **7. HEALTH ASPECTS**

- Household refuse bins are not be visible from the road.
- Owners/ Occupiers are responsible to put out their own refuse bins for collection in the refuse room and return the bin on the same day of refuse collection.
- No slaughtering of any animals will be allowed at any of the properties or common areas.

## **8. TRAFFIC AND PARKING/ TRUCKS ENTERING PARK LANE ESTATE**

- The maximum speed limit permitted is 25km/hr.
- Boats, caravans, trailers and commercial vehicles (other than a light bakkie) may not be parked in the street or on common property or on the driveway of any property for any length of time. (Absolute discretion of the trustees). No parking on the wrong side of the road will be allowed.
- Removal trucks or delivery vehicles > of 3 tons are not permitted to enter the estate.
- Visitors are not to park on grass verges or in front of fire hydrants.

## **8. INSURANCE AND HOME SECURITY**

- Insurance and security of dwellings and the contents is the sole responsibility of the owner/occupier.

## **9. LETTING OF UNITS AND VISITORS**

- Condition of Lease –tenants are bound to comply with all the provisions of the Rules.
- Owners take full responsibility for the actions and fines of their visitors and tenants.
- Should expenses and fines occur as a result of the breach of any Rule, the Constitution or damage to private or communal property by an owner/ tenant/ visitor/ family, the owner will be held responsible and liable for any expenses.

## **10. REPEATED INFRINGEMENT OF RULES**

- The Trustees may, if deemed necessary, take legal action on owners/occupiers who repeatedly breach any of the Rules contained herein and have the right to determine and levy fines. All fines will be added to the monthly levy statements and are payable immediately.

Proposed Conduct Rules 12 October 2016