



**STILBAAI SHARE BLOCK**  
VAAL DAM - SOUTH AFRICA

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# SYC SHARE BLOCK (PTY) LTD

## BUILDING MANUAL

### April 2022

Revision: 2022/01

## 1. General

The purpose of this document is to ensure that all construction and improvements on the property comply with the National Building Regulations, Midvaal Town Council Regulations and SYC Share Block Building Manual standards.

SYC Share Block consists of three stand types; House, Park Home and Caravan. Rezoning was successfully applied for and cottages may be constructed on Caravan and Park Home stands according to the pre-approved designs. Please refer to the relevant stand types for specific guide lines.

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### 3. House, Park Home and Caravan Stands.

#### 3.1. Approval of Plans

- 3.1.1. No buildings may be erected or altered without approval by the Stilbaai Yacht Club Share Block Directors, herein referred to as the Directors, in writing, including construction of minor walls, outdoor sinks and braais. This does not apply to internal amendments to existing buildings.
- 3.1.2. Stand owners must submit sketch drawings for approval in principle of the design concept before the submission of formal plans to the Directors for approval. The drawings must be to scale, be dimensioned and must indicate materials and colours selected. Where there are existing buildings on neighbouring stands, these must be indicated in plan.
- 3.1.3. The submission of formal plans to the Directors for approval must be accompanied by a refundable building deposit in the amount of R10 000.00. This amount is to cover the cost of any possible damages to Stilbaai Property including access roads, which may result from building activity.
- 3.1.4. A Share Block stamp/authorization signature will be placed on the plans when approved. Thereafter, the plans may be submitted by the stand owner to the Local Council for approval.
- 3.1.5. An extra copy of the plans must be provided by the stand owner to the Share Block for record purposes.
- 3.1.6. Should any provision of the Stilbaai Building Manual be regarded as contrary to the National Building Regulations, then the National Building Regulations shall prevail.
- 3.1.7. All workmanship to be carried out to National Building Regulations standards, Stilbaai Building Manual and to owners' specifications and standards.
- 3.1.8. The Directors may approve waivers of any mandatory specifications, under special circumstances, at their own discretion. Any decision taken in these special cases is final.
- 3.1.9. The stand owner shall be responsible for providing a portable toilet for the builders on site and for enclosing the building site in temporary screening to prevent unauthorized entry.
- 3.1.10. All building construction to be approved by an independent inspector for the Local Council.
- 3.1.11. Inspection costs will be determined by prevailing rates as set by the Local Council and at specified hold points as stipulated by them.
- 3.1.12. Submission of plans for any structure on a caravan stand to follow Local Council guidelines for Minor Plans submission.
- 3.1.13. Construction on caravan, parkhome and house stands to be inspected and approved by independent inspector for the Local Council at constructed foundation level.

#### 3.2. Vegetation and Site Clearing

- 3.2.1. The building site shall be cleared by the stand owner prior to development.
- 3.2.2. Removal of any existing trees shall not be undertaken without the prior written consent of the Directors.
- 3.2.3. Any such trees which are removed without the prior written consent from the Directors shall be replaced with a like specimen at the stand owner's cost.
- 3.2.4. Stand owners may only plant indigenous trees and plants on a stand. The Stilbaai Manager and his gardening staff have a mandate to remove any non-indigenous plants at the discretion and approval of the Directors. Guidance on plant types permitted can be obtained from the Directors.
- 3.2.5. The use of vegetation to provide privacy rather than the erection of boundary walls and screens is strongly encouraged.

### 3.3. Temporary Structures

- 3.3.1. No temporary carports or shaded carports are allowed to be erected. Only approved carports may be erected in accordance with approved plans and authorised by the Directors.
- 3.3.2. Vegetable/plant tunnels and plastic-covered structures are not permitted.
- 3.3.3. Any other temporary structures require the prior approval of the Directors in writing.

### 3.4. Swimming Pools

- 3.4.1. Permission to construct swimming pools for private use must be obtained from the Directors in writing.
- 3.4.2. On application, a sketch plan and site layout of the swimming pool in relation to the house and neighbouring stand must be submitted.
- 3.4.3. The filling of swimming pools must be done in consultation with the Stilbaai Manager.
- 3.4.4. The swimming pool must be fenced off in accordance with the local bylaws.

### 3.5. Water Storage Tanks

- 3.5.1. One water storage tank with a maximum capacity of 1 000 litres is allowed per stand.
- 3.5.2. The tank must be dark green in colour and discreetly positioned. The location must be approved by the Directors.

### 3.6. Common Property

- 3.6.1. No member may plant, prune or remove any plants or trees on the common property without written permission from the Directors.
- 3.6.2. No member may place any object or structure on the common property without written permission from the Directors.

### 3.7. Security Lighting and Cameras

- 3.7.1. The installation of lights for security or any other purpose on a stand shall not cause a nuisance to other stand owners.
- 3.7.2. Security cameras may be installed but their coverage may not exceed the stand boundaries.

### 3.8. Gas Installations

- 3.8.1. Gas installation and storage shall be safe and comply with the rules and regulations as laid out in the SANS 10087-1.
- 3.8.2. All services connections shall be carried out by a certified service provider and it is a legal requirement for the stand owner to be in possession of a valid Certificate of Compliance, for each service installation, at all times.
- 3.8.3. All gas bottles must be correctly stored and regularly inspected to avoid any hazards.

### 3.9. Electrical Installations

- 3.9.1. All electrical installations shall be carried out by a certified service provider and it is a legal requirement for the stand owner to be in possession of a valid Certificate of Compliance, for each service installation, at all times.

### 3.10. Solar Panels and Installations

- 3.10.1. Solar panels must be flush with the roof, where possible, and preferably be mounted so as to be as inconspicuous as possible.
- 3.10.2. Solar geyser installation to be mounted so as to be as inconspicuous as possible.
- 3.10.3. Sketch plan or brochure to be submitted to the Directors for prior approval.

## 4. House Stands

### 4.1. General

- 4.1.1. The standard size of a house stand is 18m x 20m.
- 4.1.2. The maximum coverage of a stand is 40%.
- 4.1.3. The Directors may waive clause 4.1.2 at their discretion, subject to approval by the Local Council.

### 4.2. Building Lines

- 4.2.1. The minimum distance from the roads and neighbours that any building may be situated is 2m, except for garages/carports, which could be a minimum of 1m to the stand boundary.
- 4.2.2. All stand diagrams shall have the building lines, boundaries and extent to which the buildings may be located adjacent to the boundaries indicated.
- 4.2.3. All buildings shall be located within building lines, indicated clearly on the plans.
- 4.2.4. Location of all buildings to be considerate of neighbouring stands and, to this end, be orientated to optimize privacy.
- 4.2.5. No two permanent structures shall be closer than 4m.

### 4.3. Outbuildings

- 4.3.1. No outbuildings or semi-permanent structures such as a garden shed shall be permitted on a house stand.

### 4.4. Building Form

- 4.4.1. No building shall exceed a single storey above the ground at any point, except for the back row of stands, and except inasmuch as one floor of attic rooms may be constructed within the roof slopes.
- 4.4.2. The maximum height of buildings shall be 5,8m for single storey units and 9m for double storey units measured from natural ground level.

### 4.5. Plan Form

- 4.5.1. Plan forms must be rectangular or composed of rectangular forms to comprise an L-shape form.
- 4.5.2. The inside corner of the L-shape may be offset by a maximum of 4m at a 45% angle.
- 4.5.3. Width of a house may have a maximum outside dimension 5.5m.

### 4.6. Construction and Materials

- 4.6.1. All construction and construction materials must adhere to and comply with the National Building Regulations and the Stilbaai Building Manual. An Engineers Certificate shall be obtained for the foundations of all permanent structures.

### 4.7. Roofs

- 4.7.1. All roofs shall be pitched.
- 4.7.2. The pitch shall be maximum 45 degrees, except for verandahs, carports and storerooms, which must be between 5 and 7 degrees.
- 4.7.3. Roofs may have gable ends or hips.
- 4.7.4. Gable ends may be of roofing material or have windows, as prescribed in 4.6. No decorative gables will be permitted.
- 4.7.5. End hips must be at the same angle as the rest of the roof and consist of roofing material.
- 4.7.6. Roofs shall be an approved green colour (Aloe Green) as determined by the Directors.
- 4.7.7. Only the traditional profile of corrugated iron will be accepted.
- 4.7.8. Roof overhangs to be 400mm maximum, gutters inclusive.

#### 4.8. Gutters

- 4.8.1. All exposed gutters must be the same colour as the roofs.
- 4.8.2. Square gutters and downpipes shall be used.

#### 4.9. External Walls

- 4.9.1. External walls on buildings to be facebrick and trowelled away.
- 4.9.2. Colour of bricks to be 'Ocon Yellow Blue', 'Ocon Blue Red', 'Nigel Mopani Satin', 'Brikor Townhouse Autumn', 'Brikor Townhouse Antique' or 'Verona Satin' or similar colour as approved by the Directors in writing, only if production of the aforementioned has been discontinued.
- 4.9.3. Plastering, tiling or painting of external walls to be assessed and approved by the Directors on an individual basis. The Directors decision in this regard is final.

#### 4.10. Boundary Walls and Fences

- 4.10.1. No walls, fences or screens to be erected on any stand without prior written approval from the Directors.
- 4.10.2. Timber screening walls constructed from neutrally-varnished gum poles with a maximum height of 1,8m on the demising border may be permitted to achieve privacy from neighbours. Consent is required from the affected neighbours and approval of the Director's is required in writing.
- 4.10.3. Ranch-type fencing with 100mm neutrally varnished or treated gum poles 600mm above the ground, will be permitted and is recommended.
- 4.10.4. The alternative use of vegetation to ensure privacy is strongly encouraged. See paragraph 3.2.5.
- 4.10.5. Written permission to erect swimming pool fences must be obtained from the Directors in writing. Permission must be requested together with a sketch or brochure of the desired fence.
- 4.10.6. Palisade fencing is not be permitted.

#### 4.11. Windows and Doors

- 4.11.1. Windows are to be of dark brown aluminium, or timber, oiled or varnished in a neutral colour, and unpainted concrete. The only exception to this would be where a stand owner wishes to paint the concrete windows. A sample of the desired colour shall be submitted to the Directors for their approval in writing before painting. The Directors decision regarding the painting of concrete is final. Both timber and concrete windows must be used in the design.
- 4.11.2. Steel frames are not permitted.
- 4.11.3. The installation of skylights must be unobtrusive and flush with the roofing.
- 4.11.4. The proportions of all windows are to be such that there is always a larger vertical dimension ratio 2:3, 3:5 or 1:1, as approved.
- 4.11.5. Garage doors must be timber, of similar colour to the timber windows.
- 4.11.6. External burglar bars are not permitted.
- 4.11.7. External shutters of any type will not be permitted.
- 4.11.8. Bay windows to be 1.5m x 1.2m maximum, and of storm-proof type, on the inside of the L-shape only.
- 4.11.9. Windows and doors, including glazing bars and frames, must be at least 10% of the floor area of the room or rooms that they serve or 0.2m<sup>2</sup>, whichever is the greater.
- 4.11.10. All glazing to comply with SABS 0137-1984.

#### 4.12. Chimneys & Braais

- 4.12.1. Chimneys to be constructed from facebrick, in same brick colour as external walls, or from cast iron, painted black or the same shade of green as the roofing material.
- 4.12.2. Braais on caravan stands permitted to be 3m x 1m and of the same facebrick and colour as the houses.

#### 4.13. Septic Tanks

- 4.13.1. Septic tank shall be inside building line, and conform to the National Building Regulations.
- 4.13.2. A 75mm PVC pipe to be used for the connection to the Stilbaai reticulation.

#### 4.14. Patios and Decks and Carports

- 4.14.1. Patios may be tiled, bricked, cement/concrete or gravel and not be greater than 16m<sup>2</sup>.
- 4.14.2. Patios may be covered by gum poles, the same roofing material as the rest of the house, aluminium louvre material or by a canvas awning:
- 4.14.3. Gum poles must be unpainted but can be sealed in a clear oil or varnish.
- 4.14.4. Roofing material must be the same colour as the existing structure's roof, refer 4.2.5.
- 4.14.5. Canvas awnings must be forest green in colour.
- 4.14.6. Timber decks will be permitted if sealed or varnished in a clear varnish or sealant.
- 4.14.7. Balustrades must be of timber and of the same colour as the timber windows in the house.
- 4.14.8. Permission to construct decorative balustrades must be requested from the Directors. This request must be accompanied by a sketch or brochure of the balustrade. The Directors decision in this regard is final.
- 4.14.9. Carports are allowed on stands and are to be painted Aloe or Seaweed green on all stands.
- 4.14.10. Carports to be maximum 30m<sup>2</sup> and 1m from the stand boundary.

#### 4.15. Lettering and Signs

- 4.15.1. No lettering of house names or numbers to be greater than 20cm in height.
- 4.15.2. Minimum signage to indicate security surveillance is permitted.
- 4.15.3. Illuminated signs are not permitted.
- 4.15.4. All other signs to be submitted to the Directors for approval in writing.

### 5. Park Home Stands

#### 5.1. General

- 5.1.1. The standard size of a park home stand is 15m x 18m.
- 5.1.2. The maximum coverage of a stand is 40%.
- 5.1.3. The Directors may waive clause 5.1.2 at their discretion, subject to approval by the Local Council.
- 5.1.4. Before any improvements may be made to a stand a sketch plan must be submitted to the directors for approval. These include caravan ports, garden sheds, braai areas, walls, outdoor showers and any other structures.
- 5.1.5. The sketch plans must be fully dimensioned, show site boundaries and location of all existing structures. All materials and finishes to be used must be indicated and only approved materials will be allowed.
- 5.1.6. SYC Share Block reserves the rights to demolish or remove any unapproved structures or structures built without permission.



## 5.2. Caravan Ports

- 5.2.1. A single caravan port is permitted per stand and may not exceed 42m<sup>2</sup> i.e., 7m x 6m maximum with columns and beams to engineer's detail. The height may not exceed 2.5 m above natural ground level.
- 5.2.2. The caravan ports must be positioned as per the site development plan. Permission must be first obtained from the Directors should alternative positioning be requested.
- 5.2.3. Caravan ports may be enclosed with side awnings. Only PVC, or rip stop canvass awnings will be permitted and must be dark green in colour. They may also have plastic window inlays.
- 5.2.4. Awnings for carports to be able to be rolled up, to 2m open top to bottom, and clipped down if necessary.
- 5.2.5. No internal structures for the purpose of creating sleeping accommodation are allowed under a caravan port other than a tent or a caravan.
- 5.2.6. Coolaroo or similar type shade sails in either *Beech* or *Pebble* colours are approved for additional shade coverage. Size and location to be approved by the Directors.

## 5.3. Garden Sheds

- 5.3.1. A maximum of two garden sheds no larger than 3m (long) x 2.5m (wide) shall be permitted. The sheds may be placed on a plinth or slab not exceeding 250mm high from natural ground level. Positioning of the sheds must be approved by the Directors.
- 5.3.2. Garden shed to be constructed from naturally treated timber. The door can either be wooden or aluminium with a glass infill.
- 5.3.3. Roofs must be constructed of corrugated iron and shall be of an approved green colour.
- 5.3.4. The roof can either be a double or mono pitched. For a double pitch roof the maximum pitch may not exceed 45-degrees and the maximum shed height is 2.6m. The maximum pitch angle for a mono pitch roof is 9-degrees and the maximum shed height is 2.3m.

## 5.4. Boundary Walls and Fences

- 5.4.1. No walls, fences or screens to be erected on any stand without prior written approval from the Directors.
- 5.4.2. Timber screening walls constructed from neutrally-varnished gum poles with a maximum height of 1800mm on the demising border may be permitted to achieve privacy from neighbours. Both the affected neighbours and Director's approval is required.
- 5.4.3. Ranch-type fencing with 100mm neutrally varnished or treated gum poles 500mm above the ground, will be permitted.
- 5.4.4. The alternative use of vegetation to ensure privacy is strongly encouraged. See paragraph 3.2.5.
- 5.4.5. Written permission to erect swimming pool fences must be obtained from the Directors in writing. Permission must be requested together with a sketch or brochure of the desired fence.
- 5.4.6. Palisade fencing is not be permitted.

# 6. Cottages on Park Home Stands

## 6.1. General

- 6.1.1. Construction of cottages has been approved on these sites. In terms of the current Site Development Plan, there are three municipal approved cottage designs available and the approved plans must be purchased from Richard Cook.
- 6.1.2. All construction and materials must conform to the National Building Regulations and the Stilbaai Building Manual

## 7. Caravan Stands

### 7.1. General

- 7.1.1. The standard size of a caravan stand is 12m x 15m.
- 7.1.2. Before any improvements may be made to a stand a sketch plan must be submitted to the directors for approval. These include caravan ports, garden sheds, braai areas, walls, outdoor showers and any other structures.
- 7.1.3. The sketch plans must be fully dimensioned, show site boundaries and location of all existing structures. All materials and finishes to be used must be indicated and only approved materials will be allowed.
- 7.1.4. SYC Share Block reserves the rights to demolish or remove any unapproved structures or structures built without permission.
- 7.1.5. The maximum coverage of a caravan stand is 40%.

### 7.2. Caravan Ports

- 7.2.1. A single caravan port is permitted per stand and may not exceed 42m<sup>2</sup> i.e., 7m x 6m maximum with columns and beams to engineer's detail. The height may not exceed 2.5 m above natural ground level.
- 7.2.2. The caravan ports must be positioned as per the site development plan. Permission must be first obtained from the Directors should alternative positioning be requested.
- 7.2.3. Caravan ports may be enclosed with side awnings. Only PVC, or rip stop canvass awnings will be permitted and must be dark green in colour. They may also have plastic window inlays.
- 7.2.4. Awnings for carports to be able to be rolled up, to 2m open top to bottom, and clipped down if necessary.
- 7.2.5. No internal structures for the purpose of creating sleeping accommodation are allowed under a caravan port other than a tent or a caravan.
- 7.2.6. Coolaroo or similar type shade sails in either *Beech* or *Pebble* colours are approved for additional shade coverage. Size and location to be approved by the Directors.

### 7.3. Garden Sheds

- 7.3.1. A maximum of two garden sheds no larger than 3m (long) x 2.5m (wide) shall be permitted. The sheds may be placed on a plinth or slab not exceeding 250mm high from natural ground level. Positioning of the sheds must be approved by the Directors.
- 7.3.2. Garden shed to be constructed from naturally treated timber. The door can either be wooden or aluminium with a glass infill.
- 7.3.3. Roofs must be constructed of corrugated iron and shall be of an approved green colour.
- 7.3.4. The roof can either be a double or mono pitched. For a double pitch roof the maximum pitch may not exceed 45-degrees and the maximum shed height is 2.6m. The maximum pitch angle for a mono pitch roof is 9-degrees and the maximum shed height is 2.3m.

### 7.4. Boundary Walls and Fences

- 7.4.1. No walls, fences or screens to be erected on any stand without prior written approval from the Directors.
- 7.4.2. A 600mm high brick wall may be constructed along the back boundary i.e., the 12m boundary furthest from the dam. The purpose is to facilitate storm water runoff and drainage. A neutrally treated timber extension with a combined height not exceeding 1.8m above natural ground level (NGL) may be erected on top of this wall for a partial length of the stand. The length and height of this wall will be determined by the Directors in consultation with the owner whose stand is immediately behind.

- 7.4.3. Timber screening walls constructed from neutrally-varnished gum poles with a maximum height of 1.8m on the 15m demising border may be permitted to achieve privacy from neighbours. The Directors approval is required and the immediate neighbour must be consulted.
- 7.4.4. Ranch-type fencing with 100mm neutrally varnished or treated gum poles 600mm above the ground, will be permitted and is recommended.
- 7.4.5. The alternative use of vegetation to ensure privacy is strongly encouraged. See paragraph 3.2.5.
- 7.4.6. Palisade fencing is not be permitted.

## 7.5. Toilets and Septic Tanks

- 7.5.1. A toilet connected to a Midvaal Town Council approved septic tank system may be installed on a caravan site. A toilet may only be located either inside a garden shed or a caravan.
- 7.5.2. Multiple sites may connect to a single approved septic tank system but in all cases the septic tank must be installed within the building lines of a stand and not on common property.

## 7.6. External Showers

- 7.6.1. An external shower discharging into a soak pit is allowed. The shower walls must be constructed of naturally treated timber and may not exceed 1.8m high. The shower must be discreetly positioned and may not have a solid roof. The Directors approval must first be obtained and their decision is final.
- 7.6.2. Only biodegradable soaps and detergents to be used in outside showers and sinks.

## 7.7. Services Connections

- 7.7.1. The caravan stands are currently unmetered for both water and electricity with a maximum allowable current draw of 10amps. This may change in the future should circumstances warrant.

# 8. Cottages on Caravan Stands

## 8.1. General

- 8.1.1. Construction of cottages has been approved on these sites. In terms of the current Site Development Plan, there are three municipal approved cottage designs available and the approved plans must be purchased from Richard Cook.
- 8.1.2. All construction and materials must conform to the National Building Regulations and the Stilbaai Building Manual

# 9. Stand Use

Refer to Stilbaai 'Memorandum of Incorporation' and 'Use Agreement' documents for information on stand use.

# 10. Annexures

Nil

END