

CONDUCT RULES

[SECTION 10(2)(b) OF THE SECTIONAL TITLES SCHEMES MANAGEMENT
ACT, ACT NR 8 OF 2011]

THE BODY CORPORATE OF THE HARTENBOS LANDGOED

SECTIONAL TITLE SCHEME NUMBER SS 798/2007

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LANDGOED

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1. INTRODUCTION

The conduct rules are specifically designed to ensure that owners or occupiers enjoy a quality life on Hartenbos Landgoed. The purpose of the rules is to ensure a friendly, safe and supportive environment. It is also intended to create sensitivity and harmony between the development and nature. Furthermore, the rules aim at maintaining and improving existing environmental features, as well as minimizing any possible negative impact on the environment.

2. COMPLIANCE WITH THE RULES

2.1 The owner of a section in Hartenbos Landgoed is responsible for ensuring that members of their families, guests, friends, tenants, housemaids, contractors or subcontractors or assigns are aware of the rules and comply with them.

2.2 A harmonious community life can only be achieved if owners and occupiers are able to utilize and enjoy their sections and the common property. Owners and occupiers must keep each other in mind in applying the rules to ensure a happy community.

3. ANIMALS, INSECTS, REPTILES AND BIRDS (PETS)

3.1 An owner or occupier of a section may not keep any animal, insect, reptile or bird (pet) in a section or on the common property without the written consent of the trustees of Hartenbos Landgoed Body Corporate, which consent may not be unreasonably withheld. The number of dogs and cats that will be allowed per unit will be limited to one (1) small dog that does not exceed calf height and/or one (1) cat.

3.2 Should the trustees provide such consent, they may impose any reasonable conditions for the keeping of an animal, insect, reptile or bird (pet).

3.3 In addition to any conditions that the trustees may impose under sub-rule 3.2, owners or occupiers must comply with the following conditions: -

3.3.1 Owners or occupiers must ensure that their pet(s) do not cause disturbance to other owners or occupiers;

- 3.3.2 owners or occupiers must remove their pet's excrement from the common property;
 - 3.3.3 dogs are only allowed on the common property if properly under a person's control and on a leash;
 - 3.3.4 animals must be provided with identification plates indicating the name and contact numbers of the animal's owner;
 - 3.3.5 cats must be sterilized; and
 - 3.3.6 cats have to wear collars with bells.
- 3.4 The trustees may withdraw any consent to keep a pet(s) if any condition imposed under sub-rule 3.2, or as mentioned in sub-rule 3.3, is breached, after which the owner or occupier must immediately remove the pet from the section and the common property. Should the owner or occupier fail for a period of 30 (thirty) days after receipt of a written notice to remove the pet(s) from the trustees, or the management agent on behalf of the trustees, the trustees may submit an application to a court with jurisdiction for an order directing the removal of the pet(s) and the owner of the section concerned will be liable for the legal costs and any other expenses incurred relating to the court application.

4. PARKING, VEHICLES AND SPEED

- 4.1 An owner or occupier may park or allow his vehicle to stand in the garage or in the parking bay allocated to that section of which he is the owner or occupier.
- 4.2 In order to prevent detracting from the appearance of a section, garage doors must normally be kept closed.
- 4.3 No owner or occupier may allow or permit a lorry, caravan, trailer, boat or any other similar means of transport to park or stand or to be left or cause to be parked or to stand or to be left on the common property, other than at the allocated public parking bays.

- 4.4 Parking of vehicles on the common property is subject to the condition that all vehicles are parked or left at their own risk and responsibility and that the Hartenbos Landgoed Body Corporate and/or its employees/contractors/agents/servants cannot be held responsible for any loss or damage of any kind whatsoever a person may suffer as a result of such parking.
- 4.5 No person may sleep in a vehicle, caravan, motorhome or trailer on the common property or in a garage.
- 4.6 Owners and residents on common property: -
- 4.6.1 must not exceed the maximum speed of 20 (twenty) kilometres per hour;
- 4.6.2 should not allow an unlicensed person to drive any vehicle; and
- 4.6.3 must adhere to all road signs when driving.
- 4.7 No owner or occupier is allowed to disassemble any vehicle or conduct any major repairs on any part of the common property, or part thereof.
- 4.8 Owners and occupiers of sections must ensure that their vehicles and vehicles of their visitors and guests do not leak oil or brake fluid on the common property or otherwise deface or damage the common property in any other way.
- 4.9 Owners or occupiers of sections must ensure that their vehicles or the vehicles of their visitors and guests are removed from the lawns of their sections or exclusive use areas when such lawns are to be cut.
- 4.10 The trustees may cause any vehicle that is parked or left to stand on the common property in breach of this Rule, at the expense and risk of the owner thereof, to be removed or towed, or to clamp the wheels of such vehicle. The trustees may furthermore determine a reasonable penalty against which such vehicle will be released in order to recover the costs of the procedure.

4.11 Motorbikes and four wheelers may only be used to travel from the gate to the section using the shortest distance to the section. Motorbikes and four wheelers may not be used to drive around on the premises for any other purposes. Motorbikes and four wheelers may only be used on the roads of the Estate if fully licensed and may only be operated by a person that has a valid driver's licence.

5. REFUSE AND WASTE DISPOSAL

An owner or occupier of a section must:

5.1 in his section maintain a receptacle for refuse in a hygienic, clean and dry condition;

5.2 ensure that the refuse receptacle is lined with a prescribed black plastic bag that is strong enough to carry the refuse it holds;

5.3 ensure that refuse is securely wrapped before it is placed in the receptacle or in the case of tin or other containers, it is free from liquid and completely drained;

5.4 ensure that the prescribed black plastic bag, which is used for the purpose of refuse disposal, is securely tied and moved to the place or places determined by the trustees. No plastic bags with refuse may be placed outside of a section on a day other than on a day designated for the usual disposal thereof, from time to time; and

5.5 ensure that the area where the plastic bag(s) were left for collection is clean after it was collected.

6. LITTER

An owner or occupier of a section shall not deposit, throw or allow any litter, including advertising material, rubbish, junk, cigarette butts, food scraps or other litter on the common property.

7. RENTAL OF UNITS

- 7.1 All tenants of units and other persons to whom the right of occupation of a particular unit has been granted shall, notwithstanding anything to the contrary contained in any lease agreement or granting a right of occupation, adhere to these conduct rules.
- 7.2 It is the responsibility of the owner of a unit to ensure compliance with the conduct rules by the tenant of his unit and other persons to whom the right of occupation has been granted.
- 7.3 Owners shall, under all circumstances and at all times, be responsible for the conduct of their tenants or occupiers and their guests, visitors and employees for any damage suffered by such tenants, occupiers or other persons on the common property.

8. STORAGE OF FLAMMABLE SUBSTANCES AND OTHER DANGEROUS ACTS

An owner or occupier may not store, use or make any hazardous substance on his section or on the common property which increases or results in the increase of the rate of the premium payable by the Hartenbos Landgoed Body Corporate under any insurance policy.

9. ERADICATION OF PESTS

An owner of a section must keep his section free of wood-destroying insects, including white ants, borer beetles, other insects that destroys wood and any other pests. The owner or occupier of a section must allow the trustees, or the management agent, or their duly authorised representatives to enter the section on reasonable notice to inspect it and take any action reasonably necessary to eradicate any such pests and replace damaged woodwork and other materials. The Hartenbos Landgoed Body Corporate shall recover the costs of the inspection and any eradication from the owner of the section.

10. SIGNS AND NOTICES

- 10.1 The owner or occupier of a section must not, without the trustees' written consent affix or display any sign, notice, billboard or advertisement of any kind whatsoever if the article is visible from another section or the common property, or from outside the section.
- 10.2 The trustees may remove or cause to be removed any unauthorised signs, notices, billboards or advertisements at the risk and cost of the owner concerned. The owner will not have a claim for damages or any other remedies against the trustees of the Hartenbos Landgoed Body Corporate or any of their employees.

11. LAUNDRY

The owner or occupier of a section must not, without the trustees' written consent erect washing lines on the common property or hang washing, laundry or other items in a section if the articles are visible from another section or the common property, or from outside the scheme.

12. NOISE, NUISANCE OR DISTURBANCE

- 12.1 Owners or occupiers must at all times restrict and maintain noise levels to a minimum.
- 12.2 No fireworks or crackers may be fired or shot in sections or on the common property.
- 12.3 No firearms may be brandished, aimed or fired in any section or on the common property except in the case of self-defence and for related purposes.
- 12.4 Model aircrafts, model helicopters or drones may not be flown on or across the buildings and/or the common property.
- 12.5 No activities or hobbies may be conducted or operated on the common property which, in the opinion of the trustees, cause unnecessary or unreasonable disturbance to other owners or occupiers.

13. NATURE CONSERVATION FUND

- 13.1 No owner may alienate or transfer his section in any way, unless 1% (one per cent) of the total purchase price has been paid to the Hartenbos Landgoed Body Corporate Nature Conservation Fund, or an arrangement has been made to the satisfaction of the Hartenbos Landgoed Body Corporate that 1 % (one per cent) of the total purchase price will be paid to the Hartenbos Landgoed Body Corporate Nature Conservation Fund.
- 13.2 The Nature Conservation Fund aims to provide sufficient funds for the appointment of a nature conservation consultant to assist and advise the trustees of the Hartenbos Landgoed Body Corporate on the requirements of the Nature Conservation Management Plan.
- 13.3 The Trustees shall annually prepare and submit a budget for the use of the Nature Conservation Fund at the annual general meeting for approval by members by way of an ordinary resolution.

14. IMPLEMENTATION OF THE NATURE CONSERVATION MANAGEMENT PLAN

14.1 Step 1

The trustees of the Hartenbos Landgoed Body Corporate will appoint a nature conservation consultant who will assist in drawing up a plan of action based on the guidelines of the Nature Conservation Management Plan, to be implemented over a period of twelve (12) months. It will specify tasks, costs, procedures and responsible persons for the execution of tasks.

14.2 Step 2

The plan of action must be implemented, and reports shall be kept on the progress, the methods used, any changes made to the Nature Conservation Management Plan and the costs incurred for each aspect of the project.

14.3 Step 3

The trustees of the Hartenbos Landgoed Body Corporate will review the progress at the end of the twelve (12) month period and, with the assistance of the nature conservation consultant, draft the following plan to be implemented.

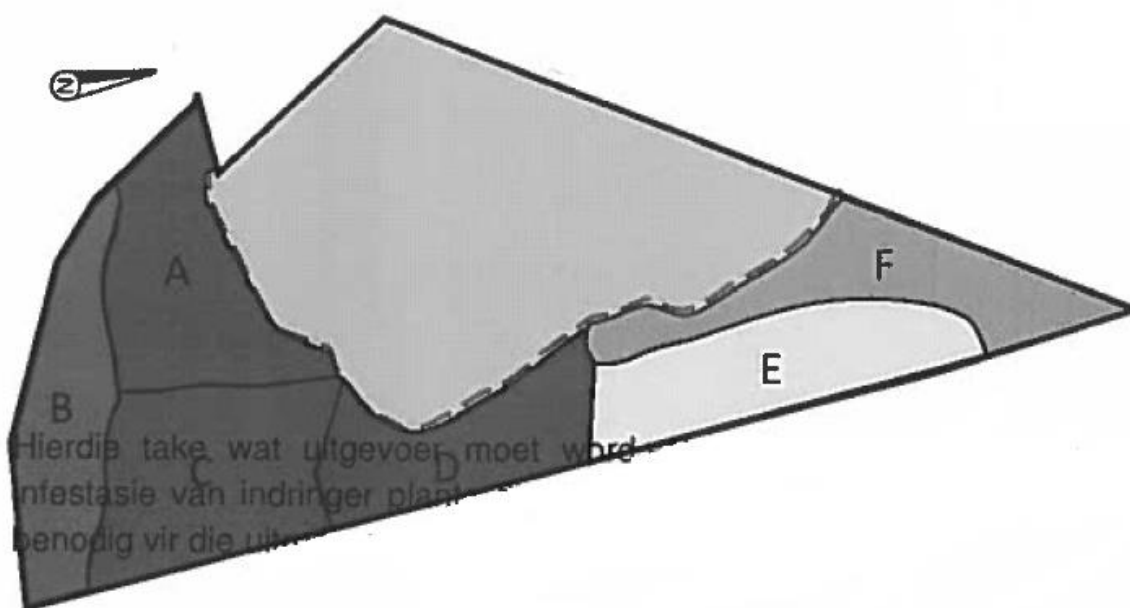
14.4 Step 4

The nature conservation consultant will draft an annual report as required by the Department of Environmental Affairs which addresses the progress as well as any shortcomings to the Nature Conservation Management Plan and the manner in which it was implemented.

This report will ensure that nature is preserved with the necessary integrity.

15. NATURE CONSERVATION MANAGEMENT FUND

15.1 The Nature Conservation Plan will, by block, specify the tasks to be performed.



15.2 The tasks to be performed will be listed by priority, where the degree of infestation of invasive plants will determine the priority, as well as the actions required for the eradication and the costs involved and will include:-

- 15.2.1 the eradication of rooikrans, Port Jackson and thorny prickly pear per block;
- 15.2.2 the eradication of other alien plants simultaneously with the eradication of the rooikrans, Port Jackson and thorny prickly pear per block;
- 15.2.3 the compilation of a schedule indicating the date of the first eradication action per block as well as the dates for the three (3) consecutive eradication actions to follow with a maximum of six (6) months between each eradication action;
- 15.2.4 Preparing blocks for rehabilitation where rooikrans and other alien vegetation has been eradicated;
- 15.2.5 scheduling veld fires to promote the fynbos ecology and to include in the schedule:-
- 15.2.5.1 the legal aspects of a fire that must be complied with;
- 15.2.5.2 the planned control and precautionary measures in place to prevent the spread of fire to neighbouring property; and
- 15.2.5.3 the appointment of the contractor.
- 15.2.6 plant of indigenous plants in blocks ready for rehabilitation which will include: -

<i>Azima tetraacantha</i>	Needle bush
<i>Carpobrotus edulis</i>	Sour fig
<i>Chrysanthemoides monilifera</i>	Boneseed
<i>Eriocephalus africanus</i>	Kapokbos
<i>Euclea racemosa</i>	Sea guarri
<i>Grewia occidentalis</i>	Cross-berry
<i>Metalasia muricata</i>	White bristle bush
<i>Myrsine africana</i>	Cape myrtle
<i>Nylandtia spinosa</i>	Tortoise berry
<i>Olea exasperate</i>	Dune olive
<i>Osyris compressum</i>	Cape sumach
<i>Polygala myrtifolia</i>	September bush
<i>Pterocelastrus tricuspidatus</i>	Candlewood
<i>Rhoicissus digitata</i>	Baboon grape
<i>Rhus crenata</i>	Raisin bush
<i>Rhus glauca</i>	Blue kunie-bush
<i>Rhus lucida</i>	Varnished kuni-rhus

Rhus pterota	Winged currant
Tarchonanthus camphorates	Wild camphor bush
Zygophyllum morgsana	Slime bush

15.2.7 plant of native grass species in blocks ready for rehabilitation which will include: -

Aristida diffusa	Harvest seed in field
Cynodon dactylon	Seeds available
Digitaria erantha	Seeds available
Ehrharta calycina	Seeds available
Eragrostis curvula	Harvest seed in field
Sporobolus fimbriatus	Harvest seed in field

15.2.8 find a suitable place on the terrain for a nursery to grow seedlings and plan its staging, which will include: -

Sideroxylon inerme	Milkwood
Carissa bispinosa	Common Numnum
Chironia baccifera	Christmas Berry
Thamnochortus erectus	Reed
Scotia afra	Karoo boer-bean
Cussonia thyrsoiflora	Cape coast cabbage tree
Brunsvigia orientalis	Candelabra Flower
Olea europaea var Africana	wild olive
Salvia Africana-lutea	Beach salvia

15.2.9 dissemination of pamphlets informing owners or occupiers of suitable indigenous plants that may be planted;

15.2.10 dissemination of pamphlets informing owners or occupiers of prescribed obligations regarding the keeping and control of pets on the premises;

15.2.11 provide information to prospective purchasers regarding the Body Corporate's conservation policy;

15.2.12 creating established lookout points for monitoring of vegetation;

15.2.13 creating wooden walkway routes for owners or occupiers to enjoy the nature; and the

15.2.14 appointment of a nature conservation consultant.

16. GARDENS OF SECTIONS

16.1 Owners that want to establish or change a garden including lawn shall apply in writing to the trustees for permission to do so. Such permission may not be withheld without proper reason. The application must be accompanied by a drawing indicating the location of the garden and the size of the garden as well as a list of the plants that will be planted. The trustees may add reasonable conditions to the approval for the establishing or enlarging of the garden.

16.2 Owners or occupiers may create a flower- or shrub bedding on the common property around the allocated area of their section: Provided that only indigenous plants and shrubs are planted. Owners or occupiers who wish to create a bedding must consider the following types of plants:

Acacia karoo	Sweet thorn
Aptenia cordifolia	Heartleaf iceplant
Asteraceae family	Aster, daisy, composite, or sunflower family
Agapanthaceae family	Agapanthus
Amaryllidaceae family	Clivia, cryptostephanus and scadoxus
Anchusa capenses	Cape forget-me-not
Aloe avborescens	Krantz aloe, candelabra aloe
Buddleja saligna	False olive
Bignoniaeae	Bignonias
Borleria obtusa	Bush violet
Bauhinia galpinii	Pride of de kaap
Carissa bispinosa	Numnum
Chrysanthemoides monolifera	Bush tick-berry
Dodonaea viscosa var. Angustifolia	Sand olive
Diospyros dichrophylla	Poison star-apple
Geranium incanum	Carpet geranium
Grewia occidentalis	Crossberry
Gymnosporia buxifolia	Common spike-thorn
Leonotis leonurus	Wild dagga
Lobelia erinus	Dwarf annual lobelia
Nemesia strumusoia	Nemesia
Orchna serrulata	Small-leaved plane
Olea europaea van africana	Africana
Osyris compressa	Cape sumach
Polygala myrtifolia	September bush
Pterocelastrus tricuspidatus	Cherrywood
Phygellus capensis	Cape fuchsia
Rhamnus prinoides	Dogwood
Rumohra adiantiformis	Leatherleaf fern
Rhus laevigata	Dune currant rhus

Rhus lucida	Varnished kuni-rhus
Rubiaceae	Bedstraw family
Salvia africana lutea	beach salvia
Sideroxylon inerme	White milkwood
Sutherlandia microphylla	Mountain cancer bush
Tarchonanthus camphorates	Wild camphor bush
Tulbaghia simmleri	Alliaceae sweet garlic
Virgilia oroboides	Blossom tree

16.3 Owners and occupiers of sections must adhere to the water restrictions which may be implemented from time to time by the Municipality.

16.4 If an owner or occupier fails to adhere to the water restriction measures and a charge or penalty is imposed on the body corporate by the Municipality, the owner or occupier shall be liable to pay the charge or penalty to the body corporate which relates to the water usage by the owner or occupier of the section. The foregoing shall be without prejudice of the trustees to impose a penalty on the owner or occupier in terms of conduct rule 18 in respect of a contravention of the conduct rules.

17. DAMAGE, ALTERATIONS, OBSTRUCTIONS TO THE COMMON PROPERTY AND ALTERATIONS TO THE INSIDE OF A SECTION

17.1 General

The exterior of units, including windows and doors, is part of the common property and an owner or occupant of a section may not damage or alter the common property or make improvements or attachments thereto except as provided for in the Sectional Titles Act, No 95 of 1986, Sectional Titles Schemes Management Act, No. 8 of 2011 and in these conduct rules.

17.2 Security implements

Owners or occupiers may: -

17.2.1 install any locking device, safety gate, burglar bars or other safety device for the protection of its section; or

17.2.2 install any screen or other device to prevent entry of animals or insects,

provided that the trustees prior written approval relating to the nature and deployment of the device as well as the manner in which it is installed is obtained.

17.3 Minor alterations

17.3.1 An owner or occupier of a section may not, without the trustees' prior written consent, mark, paint, drive nails, screws or other objects into, or otherwise damage or deface a structure that forms part of the common property.

17.3.2 An owner or occupier may not make the following alterations, attachments, accessories or additions (structures) to any part of the common property without the trustees' prior written consent: -

17.3.2.1 solar heating systems, chimneys, hoods, awnings, canopies, sunshades, shades, roller shades, motor shades, caravans, stairs and similar items;

17.3.2.2 the trustees may provide for any reasonable condition to their consent; and

17.3.2.3 the trustees may at any time withdraw any consent if the owner or occupier of a section breaches any condition imposed in terms of sub-rule 17.3.2.2. Upon withdrawal of the trustees' consent, the owner concerned must immediately remove the structure or article at its own expense and restore the common property to its pre-existing condition and appearance. Should an owner or occupant fail to remove the structure and to restore the common property and continue with any such failure for a period of 14 (fourteen days after receipt of written notice to be removed and repaired) by the trustees, or the management agent on behalf of the trustees, the trustees may remove the structure at the owner's risk and cost and restore the common property. The Hartenbos Landgoed Body Corporate will not be liable for any damages and the owner will not have any other action against the Hartenbos Landgoed Body Corporate or the trustees, or against the management agent or any employees/contractors of the Body Corporate for such removal and repair.

17.3.3 An owner or his or her successor in title must repair and maintain the minor alterations and devices which relates to the section in a state of good repair and in a clean and neat condition.

17.4 Structural alterations

17.4.1 Any structural changes of a section and affects any structural change of any part of the common property and any repairs or alterations in respect of plumbing, piping or electrical wiring or conduction may only be made after: -

17.4.1.1 Compliance with the applicable provisions of the Sectional Titles Act, No 95 of 1986, Sectional Titles Schemes Management Act, No. 8 of 2011 and in these conduct rules;

17.4.1.2 the written permission of the local authority has been obtained (if applicable); and

17.4.1.3 the written permission of the trustees has been obtained and the trustees may also impose any reasonable conditions upon granting their consent.

17.4.2 All structural changes and alterations or repairs to plumbing, piping, electrical wiring or conductivity must be performed by qualified persons and must comply with the standards and requirements set by the local authority.

17.4.3 An owner may change the inside of his section but no work may be done to the buttresses or support structures without the trustees' prior written consent and the trustees may impose any reasonable conditions to such consent.

17.4.4 Although porches, balconies and yards may form part of sections, the construction or placement of any structure or building improvement which encloses the area or materially affects the appearance of the exterior of the section or the common property, will be regarded as a structural change for purposes of this rule.

- 17.4.5 The following provisions will (in addition to any other relevant provisions) apply to any work done or conducted by owners, which, at the sole discretion of the trustees, involves structural changes or additions to a section, including the removal of, creation of or alterations to walls or any structural part of a building and any alterations, additions, improvements or decorative work that affects the appearance of the exterior of the section:-
- 17.4.5.1 A written application with specifications, time schedule, layout and a sketch plan of the proposed alterations must be submitted to the trustees to obtain their prior written consent;
- 17.4.5.2 The trustees may grant their provisional consent, or refuse their consent in which event they will provide the reasons for their refusal. When the trustees grant such provisional consent, they may impose any reasonable conditions to such consent. Trustees may, if they consider it necessary, request the owner to obtain a report by a structural engineer or architect;
- 17.4.5.3 If the trustees have provided their provisional consent, the owners must proceed with the preparation of building plans and obtain the approval of the local authority (if required), in which case the building plans may not depart from the initial sketch plan;
- 17.4.5.4 Prior to the alteration(s) being finally approved, the owner must discuss it with his immediate neighbours and obtain their comments and submit such comments to the trustees for their consideration;
- 17.4.5.5 The owner must submit a copy of the approved building plan (or proof that a building plan is not required) to the trustees;
- 17.4.5.6 Should the trustees deem it necessary, the trustees may consult an architect, engineer, legal advisor or other professional consultant regarding the proposed alterations;

- 17.4.5.7 Within 14 (fourteen) days after the trustees have obtained all the necessary information and advice, the trustees will consider the application and make a reasonable decision and inform the applicant of such decision. Should the trustees refuse their consent, they will provide reasons for such refusal. Trustees may also impose any reasonable conditions upon granting their consent; and
- 17.4.5.8 A refundable deposit as determined by the trustees from time to time will be paid by the owner before any work may be commenced.

17.5 Internal alterations

The following provisions will apply to work involving renovation, renewal, refurbishment or interior architecture of the interior of a section: -

- 17.5.1 An application to proceed with specifications and a time schedule must be submitted to the trustees, to obtain their consent to proceed with the work;
- 17.5.2 The trustees will provide their consent to an owner within 14 (fourteen) days. The trustees may provide for any reasonable condition regarding access and security. An owner may not commence any work before the trustees' consent has been obtained; and
- 17.5.3 An owner will be required to pay a refundable deposit, as determined by the trustees from time to time, to the administrative fund of the Hartenbos Landgoed Body Corporate before commencing with any work.

17.6 All alterations

The following conditions shall apply to all alterations made or conducted under this Rule regardless of what the alterations entail: -

- 17.6.1 the owner concerned accepts responsibility and will be liable to the Hartenbos Landgoed Body Corporate for any damage or loss caused by his or her employees or contractors to the common property;
- 17.6.2 any work conducted under this Rule must be performed: -
- 17.6.2.1 Mondays to Fridays between hours 07:30 to 17:30;

- 17.6.2.2 No work Saturdays, Sundays and public holidays; and
- 17.6.2.3 No work from 15 December to 10 January.
- 17.6.3 the work must be completed with minimal interference, inconvenience, disturbance, nuisance and/or obstruction to other owners or occupiers;
- 17.6.4 All doors, windows and other external accessories or fittings must be similar to what has already been installed;
- 17.6.5 Any deposit that an owner is required to pay under this Rule must be paid into the Hartenbos Landgoed Body Corporate's administration fund prior to commencing any work. The deposit will be repaid to the owner within 60 (sixty) days of completion of the work, subject to any deductions made by the trustees or authorised by the trustees;
- 17.6.6 All costs, damages and expenses incurred by an owner as imposed under this Rule shall be due and payable upon request and if not paid, the trustees may deduct such costs from the owner's deposit and/or the trustees may add the amount to the owner's levy account;
- 17.6.7 The owner must ensure that his employees and contractors comply with the applicable provisions of this Rule; and
- 17.6.8 Should an owner perform any work, as referred to in this Rule, without the prior written consent of the trustees or should an owner fail to comply with this Rule or should an owner fail to comply with the trustees' terms or conditions or guidelines, the trustees may request that the owner remove the structure at his own expense and restore the property to its pre-existing condition. Should an owner fail to remove the structure and to restore the common property and continue with any such failure for a period of 14 (fourteen) days after receipt of written notice to be removed by the trustees, or the management agent on behalf of the trustees, the trustees may remove the structure at the owner's risk and cost and restore the common property. The Hartenbos Landgoed Body Corporate will not be liable for any damages and the owner will not have any other action against the Hartenbos Landgoed Body Corporate or the trustees, or

against the management agent or any employees/contractors of the Body Corporate for such removal and repair.

17.7 External Appearance of sections

17.7.1 Owners or occupiers of a section, which is used for residential purposes, must not do anything on any part of the common property or the section, including balconies, patios, verandas, porches and gardens, that in the opinion of the trustees, has a material negative affect on the value of any section or is regarded as aesthetically undesirable, appears unpleasant, detracts from the appearance of the section or common property or is undesirable when viewed from outside the section.

17.7.2 No owner or occupier may leave, store, cause to leave or allow to leave, store or cause to leave any item or article on any portion of the common property unless the trustee's prior written consent is obtained.

17.7.3 Owners or occupiers may not construct, erect or cause to be erected or constructed any temporary structures or tents on any part of the common property, unless the Trustees' prior written consent has been obtained.

17.8 CONDITION FOR THE APPROVAL OF EXTENSIONS TO THE FLOOR AREAS OF SECTIONS

It is an explicit condition for approval of the construction of extensions to the floor areas of sections, that the owner of the section agrees to pay adjusted ordinary levies in respect of the section to the body corporate in accordance with the estimated participation quota of the extended section, pending registration of the sectional plan of extension in the Deeds Registry. With effect from January of every year following the year in which the extension was done, the owner of the extended section or his or her successor in title shall be liable to the body corporate for the amounts (ordinary contributions) payable in terms of section 3(1)(b) of the Sectional Titles Schemes Management Act as if the sectional plan of extension had been registered in the Deeds Registry on the 1st of January.

18. IMPOSITION OF PENALTIES

- 18.1 Should the actions of an owner or occupier of a section, in the opinion of the estate manager, constitute a nuisance or if an owner or occupant's visitors or guests violate, breach or infringe any of the conduct rules, the estate manager will issue and provide the owner with a written notice, which will be delivered by hand or by registered post or via e-mail at the discretion of the estate manager. The particular action that causes a nuisance will be sufficiently defined or the Rule that is allegedly infringed or breached will be clearly stated in the notice.
- 18.2 Should the owner or occupier continue or persist with the specific violation or nuisance or breach of the particular Rule, the estate manager may impose a penalty.
- 18.3 An owner or occupier who received a penalty may in writing appeal to the trustees against the penalty with a detailed motivation and reasons for the appeal. Such an appeal must be lodged within 7 (seven) days from the date that the penalty was issued and must be sent to the managing agent or, in the absence of a managing agent, to the chairperson of the board of trustees.
- 18.4 The trustees will consider the appeal at the next scheduled trustee meeting and may invite the owner or occupier to attend the meeting. The trustees may by a special resolution (75% of the trustees present with a minimum of 3 (three) trustees) uphold, amend or revoke the penalty.
- 18.5 Any penalty that has been imposed may be added to the levy which the owner is obliged to pay and if the penalty is not paid within 14 (fourteen) days after the penalty is imposed, it will be claimed as part of the monthly levy payable by the owner.
- 18.6 The Hartenbos Landgoed Body Corporate will from time to time at an annual general meeting review and approve the penalties for initial and subsequent infringements.

18.7 Notwithstanding sub-rules 18.1 to 18.6, the trustees will be entitled to approach a court with the necessary jurisdiction for an order or interdict, if an owner or occupier violates, breaches or infringes the conduct rules.

19. PROPOSED SCHEDULE OF PENALTIES FOR APPROVAL BY MEMBERS OF HARTENBOS LANDGOED AT THE ANNUAL GENERAL MEETING OF 22 DECEMBER 2010 AND AS AMENDED AT THE ANNUAL GENERAL MEETING OF 17 DECEMBER 2016.

Pet(s) on premises without written consent of the trustees	R1 000,00 per pet
Dogs on common property without leash and not under the control of a person: - (a) First offence (b) Second offence (c) Third offence:	(a) R500,00 (b) R1 000,00 (c) withdraw the permission to have the dog
Pet (s) without identification plates	R500,00
Unsterilized cats on the common property	R1 000,00
Cats without collars with bells on the common property	R1 000,00
Pet(s)'s excrement on the common property	R100,00
Breach of Rule 4 – motor vehicle, parking and speed (a) Initial infringement (b) Subsequent infringement	(a) R250,00 (b) R500,00
Breach of Rule 6 – Litter (a) Initial infringement (b) Subsequent infringement	(a) R250,00 (b) R500,00
Damage to old walls or historical walls	R5 000,00
Breach of any other rule not specified	102% of the monthly levy

20. ARCHITECTURAL GUIDELINES

- 20.1 The Architectural Guidelines of the body corporate to control the design and appearance of buildings, building improvements and structures on the common property and alterations to sections and the common property in terms of the Act or the rules is contained in Annexure A to these rules. The Architectural Guidelines also contain conditions relating to the applications for and construction of building improvements, structures and alterations on the common property.
- 20.2 Owners must comply with the provisions of these rules and the Architectural Guidelines in respect of all building improvements, structures and alterations to the common property.

21. BEHAVIOUR OF OWNERS AND OCCUPIERS AND THEIR INVITEES IN SECTIONS AND ON THE COMMON PROPERTY

- 21.1 An owner or occupier must not create noise likely to interfere with the peaceful enjoyment of another section or another person's peaceful enjoyment of the common property.
- 21.2 An owner or occupier must not obstruct the lawful use of the common property by any other person.
- 21.3 An owner or occupier must take reasonable steps to ensure that his invitees do not behave in a way likely to interfere with the peaceful enjoyment of another section or another person's peaceful enjoyment of the common property.
- 21.4 An owner or occupier shall not use his section or exclusive use area or permit it to be used in such a manner or for such purpose as shall cause a nuisance to any other owner or occupier or an invasion of his privacy or which may threaten his safety.
- 21.5 An owner or occupier must take reasonable steps to ensure that his children do not cause a noise or nuisance to any other owner or occupier and abide by the provisions of these rules.

- 21.6 Owners and occupiers must at all times in their sections, exclusive use areas and on the common property maintain reasonable levels of noise which is not disturbing to others. Sound generating devices such as televisions, radios and other appliances, including musical instruments, must be kept at acceptable volume levels.
- 21.7 Owners and occupiers must specifically between the hours of 22h00 and 07h00 maintain quietness in their sections, exclusive use areas and on the common property and at all other times limit noise to a minimum.
- 21.8 Owners and occupiers must ensure that their invitees comply with these restrictions.

22. PROHIBITION OF CERTAIN ACTIVITIES

- 22.1 No explosives, crackers, fireworks or items of similar nature may at any time be exploded, lit or operated in a section or any part of the common property.
- 22.2 No firearms may be discharged in a section or any part of the common property, except under such circumstances that would reasonably justify the use of a firearm for self-defence and related purposes. No air guns, pellet guns, catapults, or bow and arrows may be discharged on the common property.
- 22.3 No stones or solid objects may be thrown or propelled on the common property or from any section or exclusive use area.
- 22.4 The climbing of trees or onto walls or roofs is prohibited, except as may be required for the purpose of maintenance.
- 22.5 Children are not allowed to play on any exclusive use area of another owner or in-between units.
- 22.6 No auction, exhibition fete, jumble sale or car boot sale may be held in a section or on the common property, without the prior written consent of the trustees.

- 22.7 No criminal activities may take place in a section or exclusive use area or on any part of the common property. No form of violence, rowdiness, disorder, noisiness, drunkenness or other offensive or scandalous behaviour is allowed on the common property.
- 22.8 No person should be threatened, victimised or otherwise intimidated, harassed or verbally abused on the common property. The making of false statements, spreading of rumours and any other form of bullying or anti-social behaviour is discouraged.
- 22.9 An owner or occupier shall not request a body corporate employee or contractor to perform work for him during his work hours or otherwise interfere with a body corporate employee in the performance of his work.
- 22.10 No animal or poultry may be slaughtered in a section, or an exclusive use area, or on any part of the common property for religious or any other purposes, without the prior written approval of the trustees and the prior written approval of the Municipality and subject to an official from the SPCA being present and all owners and occupiers of sections being notified in writing.

23. PLAYING OF GAMES

- 23.1 The playing of ball games (other than with soft balls that is defined as a ball softer than a tennis ball) on the common property other than the demarcated children play area, the grass area at reception or the grass area at the sea gate is prohibited. The throwing of Frisbees on the common property is prohibited.
- 23.2 The leaving of toys in roads and on driveways and parking bays is prohibited. When playing within the common property, children under 10 years of age must be accompanied by a person who is able to accept responsibility for their safety and behaviour.
- 23.3 The use of quad bikes, carts or unlicensed scooters are prohibited on the common property.

23.4 Bicycles, skateboards, roller skates and roller blades may be ridden/used on the tar and paved roads (except for Central park that is out of bounce for any of these items) but racing on the common property and riding on the lawns and any part of common property and specifically between units are prohibited.

24. ALLOCATION OF EXCLUSIVE USE AREAS

24.1 In terms of section 10(7) of the Sectional Titles Schemes Management Act, No. 8 of 2011 ('the Act') rights of exclusive use and enjoyment of parts of the common property (hereinafter referred to as "exclusive use areas) are hereby conferred upon members of the body corporate, being the registered owners of the sections in the scheme, as stipulated hereunder.

24.2 The exclusive use areas referred to in sub-rule 24.1 above are the areas which are marked "Y" and distinctively numbered on the provisional layout plan annexed hereto marked 'Plan B' (hereinafter referred to as 'Plan B'). The foregoing exclusive use areas are hereby allocated to the owners of the sections (linked sections) as reflected in the Schedule annexed hereto marked 'Schedule C' (hereinafter referred to as 'Schedule C').

24.3 An exclusive use area may comprise of a stoep, braai facilities, boma, garden area, paved area, and other facilities as may be approved from time to time by the trustees in terms of the Architectural Guidelines or in terms of management rule 30(g). An exclusive use area shall be used by the owner and occupier of the linked section for the purpose of a yard and for related purposes according to the facilities provided therein from time to time.

24.4 The rights vested in terms of this rule, shall not be real rights as contemplated in section 27(6) of the Sectional Titles Act, No. 95 of 1986.

24.5 When a linked section is transferred, the new owner of the linked section will automatically obtain the right of exclusive use of the exclusive use area linked to the section as indicated in Schedule C.

24.6 An exclusive use area held in terms of this rule may only be cancelled by way of a suitable amendment of this rule approved by the members of the body corporate by special resolution and with the consent of the owners of the linked sections.

24.7 Subject to the duties of the body corporate specified in sub-rule 24.8, an owner of a linked section must repair and maintain his or her exclusive use area and the building improvements and structures constructed on the exclusive use area in a state of good repair and in a clean and neat condition. It shall be the duty of the owners of the linked sections to repair and maintain their stoep walls and gates, braai facilities, bomas, irrigation systems and other recreational facilities constructed on their exclusive use areas. It shall be the duty of the owner to provide adequate drainage in respect of his or her exclusive use area.

24.8 The body corporate must:

24.8.1 subject to the rights of the local municipality concerned, maintain and repair including renewal where reasonably necessary, all pipes excluding irrigation pipes and sprinkler systems), wires, cables and ducts existing on an exclusive use area, including but not limited to telephone reticulation and ADSL lines;

24.8.2 subject to the rights of the local municipality concerned, maintain and repair, including renewal where reasonably necessary the traffic signage and lamp posts constructed on an exclusive use area; and

24.8.3 repair and maintain the pillars and pergolas constructed on an exclusive use area.

24.9 The duties in respect of garden areas which form part of the exclusive use areas shall be as follow:

24.9.1 An owner must at his or her own expense repair and maintain irrigation equipment in respect of his or her garden in a good order and condition.

24.9.2 An owner shall be responsible for the watering of his or her garden.

- 24.9.3 The body corporate shall be responsible for the cutting, trimming, mowing and pruning as may be reasonably required in respect of the gardens which form part of the exclusive use areas the cost of which will form part of the normal administrative levies
- 24.9.4 An owner shall supply all the fertiliser and other substances necessary for the maintaining of lawns and gardens which form part of the exclusive use area linked to his or her section.
- 24.9.5 An owner shall replace plants that may die or be damaged (taking seasonal factors into account).
- 24.10 The trustees can impose and recover additional levies from the owners of the linked sections, as contemplated in section 3(1)(c) of the Act, to recover the expenses (if any) relating to the exclusive use areas.
- 24.11 An owner of a linked section shall not construct or place any structure or building improvement on an exclusive use area, without the authorisation of the body corporate by ordinary resolution in terms of Management Rule 30(g), provided that the trustees may grant their written consent for such structures or building improvements as may be specified from time to time in the Architectural Guidelines.
- 24.12 An owner of a linked section shall afford the body corporate and its authorized representatives' reasonable access to his or her exclusive use area for any reasonable purpose required in terms of the Act.
- 24.13 No fences or gates of whatever nature may be erected on the exclusive use area.

Exclusive Use Areas numbered as follows on the attached Plan A	Allocated to the following owners of sections (linked sections)
Y1	1
Y2	2
Y3	3
Y4	4
Y5	5
Y6	6
Y7	7
Y8	8
Y9	9
Y10	10
Y11	11
Y12	12
Y13	13
Y14	14
Y15	15
Y16	16
Y17	17
Y18	18
Y19	19
Y20	20
Y21	21
Y22	22
Y23	23
Y24	24
Y25	25
Y26	26
Y27	27
Y28	28
Y29	29
Y30	30
Y31	31
Y32	32
Y33	33
Y34	34
Y35	35
Y36	36
Y37	37
Y38	38
Y39	39
Y40	40

Y41	41
Y42	42
Y43	43
Y44	44
Y45	45
Y46	46
Y47	47
Y48	48
Y49	49
Y50	50
Y51	51
Y52	52
Y53	53
Y54	54
Y55	55
Y56	56
Y57	57
Y58	58
Y59	59
Y60	60
Y61	61
Y62	62
Y63	63
Y64	64
Y65	65
Y66	66
Y67	67
Y68	68
Y69	69
Y70	70
Y71	71
Y72	72
Y73	73
Y74	74
Y75	75
Y76	76
Y77	77
Y78	78
Y79	79
Y80	80
Y81	81
Y82	82
Y83	83
Y84	84

Y85	85
Y86	86
Y87	87
Y88	88
Y89	89
Y90	90
Y91	91
Y92	92
Y93	93
Y94	94
Y95	95
Y96	96
Y97	97
Y98	98
Y99	99
Y100	100
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Y102	102
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Y145	145
Y146	146
Y147	147
Y148	148
Y149	149
Y150	150
Y151	151

Y152	152
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Y165	165
Y166	166
Y167	167
Y168	168
Y169	169
Y170	170
Y171	171

Y172	172
Y173	173
Y174	174
Y175	175
Y176	176
Y177	177
Y178	178
Y179	179
Y180	180
Y181	181
Y182	182
Y183	183
Y184	184