



**HOME OWNERS' ASSOCIATION
HUISEIENAARVEREENIGING**

MINUTES

Minutes of a Special General Meeting of the Num-Num Home Owners Association held on Thursday 20 January 2022 at 17h30 at NG Church, C/O Church & Bland Streets, Mossel Bay.

NOTULE

Notule van 'n Spesiale Algemene Vergadering van NUM-NUM HEV wat gehou is op Donderdag 20 Januarie 2022 om 17h30 by NG Kerk Moedergemeente, H/V Kerk & Bland Strate, Mosselbaai.

1	Opening en Verwelkoming	Opening and Welcome	Action
	Die voorsitter, Japie Krige, heet almal teenwoordig welkom.	The chairman, Japie Krige, welcomed all present.	
2	Teenwoordig, verskonings en kworum	Attendance, apologies and quorum	
	Soos per presensielys.	As per attendance register.	
2.1	Vasstelling van kworum	Confirmation of Quorum	
	Die grondwet vereis dat 35% (24 lede) teenwoordig moet wees vir 'n kworum.	The constitution determines that 35% (24 members) must be present to form a quorum.	
	Daar was 35 eienaars teenwoordig by die vergadering, 17 in persoon en 18 in volmag dus was 'n kworum bereik.	A total of 35 owners were present at the meeting, 17 in person and 18 via proxy, a quorum was therefor duly constituted.	
3.	Doel van die vergadering:	Purpose of the meeting:	
	Om voorgestelde wysigings aan die "Architectural Development Code" te bespreek en daaroor te stem.	To discuss and vote on proposed amendments to the Architectural Development Code.	
3.1	1. Paragraph 2.5. BUILDING LINES.		
	The percentage coverage that can be taken up by buildings/paving structures is currently limited to 70% of the footprint. However the Municipality stipulates that due to the erf sizes in Num- Num 'the maximum coverage defined by them as "construction covered by roofs" (paving and other construction like swimming pool, paving, etc excluded), may not exceed 500m ² . Given that historically, several properties enclosed and covered 100% of the allocated footprints, we propose an increase of the 70% limitation to 80%. The 80% can at maximum be used as follows- Construction under roofs (house, garage, carports for caravan/boat/car as well as all other structures under roof), up to 500m ² .		

		<p>Paving (excluding the coverage of paving outside the border of the stand, leading to the street), fenced (and/or enclosed) areas as well as all other construction items referred to above, may not exceed 80% of the allocated footprint of a specific stand. The new sentence will read as follows. (Black wording existing wording. Blue is the new wording.) (See proposals at the end of each item)</p> <p>BUILDING LINES</p> <p>Street: 5.0m (not to be disturbed). Other boundaries: 2,0m (not to be disturbed) (Western Cape Provincial Gazette Extraordinary 8179 15 Nov 2019 – page 125) see extract below.</p> <p>Coverage (buildings/paving (excluding the coverage of paving outside the border of the stand, leading to the street),-structures) <i>and all enclosed/fenced areas do not exceed 80%</i> of designated footprint. <i>The Structures under roofs are limited to 500m² (Municipal regulation).</i></p> <p>(Western.....etc.</p> <p>Proposal 1. Increase the footprint from 70% to 80% and include the wording as stated above. The rest of the paragraph stay the same.</p>	
		<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0 Approved for electronic voting.</p>	
	3.2	<p>2. Paragraph 2.7. BUILDING STRUCTURES.</p> <p>Include the word (painted) in the sentence that starts with - "The colour" to read - The colour of the plastered surfaces (<i>painted</i>) must be of a "neutral earth" colour</p> <p>Proposal 2. Include the word "painted" in the above sentence</p>	
		<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0 Approved for electronic voting.</p>	
	3.3	<p>3. Paragraph 2.7. (Cladding)</p> <p>Due to historic deviation, certain houses next to the outside boundary fence do not have cladding at the back of the houses. To formalize this we need to change the rules to exempt certain houses bordering the outside boundary fence, from this rule.</p> <p>Proposal 3. Include the following sentence "Due to historic deviation, erven 18678-18689, 18696-18698, 18704-18706, 18713-18720, 18743-18748, may abstain from cladding the elevation that borders the perimeter fence of the development."</p>	
		<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0</p>	

		Approved for electronic voting.	
3.4	4. Paragraph 2.7. (Chromadek roofs for verandas)	<p>Update the last sentence of paragraph 2.7 to include chromadek roofs for carports. (Already approved by electronic voting) chromadek for veranda roofs was already approved for an electronic vote. We include this matter also for approval and adjustment.</p> <p>If approved, change the last sentence of paragraph 2.7 to read.</p> <p>-Awnings and chromadek roofs for veranda / carports will be allowed in a style and colour approved by the Num-Num Aesthetics Committee</p> <p>Proposal 4. Allow chromadek roofs for verandas.</p>	
		<p>Die vergadering stem eenparig saam.</p> <p>Ja: 35 Nee: 0</p> <p>Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting.</p> <p>Yes: 35 No: 0</p> <p>Approved for electronic voting.</p>	
3.5	5. Paragraph 2.7.3. CONCRETE ROOFS, BALCONIES AND TERRACES.	<p>Due to historic deviation, several houses have chromadek roofs for verandas (see previous point) and one house has a glass roofed sunroom. To formalise this, we need to change the specific rules. The use of sky windows is a well-known fact, but we propose to include it to prevent future disputes.</p> <p>If approved, the first sentence of this paragraph will read as follows.</p> <p>Flat concrete roofs, chromadek roofs for verandas, glass roofed sunrooms, sky windows, balconies, terraces (verandas included) may not exceed 30% of the....etc</p> <p>Proposal 5. Approve the building of glass roofed sunrooms and the use of sky windows.</p>	
		<p>Die vergadering stem eenparig saam.</p> <p>Ja: 35 Nee: 0</p> <p>Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting.</p> <p>Yes: 35 No: 0</p> <p>Approved for electronic voting.</p>	
3.6	Paragraph 2.7.4. ROOFS	<p>A proposal was received to allow chromadek for roof covering as an addition to the “thatched, slate or concrete tile roofs”. If approved, chromadek, as alternative, will be included in paragraph 2.7.4.</p> <p>If approved, the paragraph will read as follows:</p> <p>2.7.4 ROOFS</p> <p>Thatched, slate, chromadek or concrete roof tiles. Suppliers of the latter to be Eagle (“Slate” profile and “Slate Grey” colour) or Lafarge (“Elite” profile and “Slate Grey” colour) or Coverland (“Elite” profile and “Slate Grey” colour). Chromadek colour to be “Slate Grey” or the colour closest to that. Chromadek colour to be specified to, and approved by, the Num-Num Aesthetics Committee. No other roof covering except as set out in point 2.7.3 is allowed.</p> <p>Roof pitch to be a minimum of 27 degrees with a maximum of 35 degrees.</p> <p>Proposal 6. Approve Chromadek as an alternative roof covering</p>	

		<p>Die vergadering stem eenparig saam. Ja: 0 Nee: 35 Nie goedgekeur vir elektroniese stemming nie.</p> <p>It was approved unanimously by the meeting. Yes: 0 No: 35 Not approved for electronic voting.</p>	
	3.7.1	<p>6. New paragraph 2.7.6.1. YARDS</p> <p>The proposed rules for Yards are as follows. The new proposed rules are in blue and the old rules highlighted in yellow.</p> <p><i>Yards desirably at the rear side of the erf (paragraph 2.4 above) may be enclosed under the following conditions: -</i></p> <p><i>The coverage of the yard, buildings, carports, paving and swimming pools, and any other enclosed areas may not be more than 80% of the allocated footprint. Construction under roofs are limited to 500m².</i></p> <p><i>- The finish (painted) on yard walls must be the same finish as the outer walls of the dwelling. The Num-Num Aesthetics Committee must approve any variation to this.</i></p> <p><i>- All walls are to be clearly indicated on the building plan. Dustbins, washing lines, gas bottles must not be visible from roads. If possible, gas water heaters, heat pumps and generators must also be accommodated in the yard.</i></p> <p><i>-Caravans, boats or any unused vehicles must be stored in designated areas and must not be visible from the street and or neighboring properties.</i></p> <p>(Previously paragraph 2.7.6)</p> <p>Only the rear side of the erf may be enclosed and must be in the same finish as the outer walls of the dwelling. Any variation to this must be approved by the Aesthetics Committee. The width of the enclosed area may not exceed the outer line of the dwelling. All walls to be clearly indicated on the building plan. Dustbins, washing lines, gas water heaters, gas bottles, caravans and boat storage areas must not be visible from roads.</p> <p>Proposal 6. Approve the new paragraph 2.7.6.1</p>	
		<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0 Approved for electronic voting.</p>	
	3.7.2	<p>7. New paragraph 2.7.6.2. FENCING AND WALLS. (Previously paragraph 2.7.10.</p> <p>The new proposed rules are the rules in blue and the old rules highlighted in yellow.</p> <p><i>Fencing or walls other than the yards as prescribed in 2.7.6.1. are allowed under the following conditions: -</i></p> <p><i>The coverage of the fenced area, yards, buildings, paving and swimming pools, and any other enclosed areas may not be more than 80% of the allocated footprint. Construction under roofs are limited to 500m².</i></p>	

	<p>- <i>Desirably, the fenced/enclosed area must be at the rear side of the erf (paragraph 2.4 above) and, as far as possible, not visible from roads.</i></p> <p>- <i>The material used to enclose the area (fence or other material) must be approved by the Num-Num Aesthetics Committee before installation.</i></p> <p><i>An application can also be made to the Num-Num Aesthetics Committee for temporary fencing off certain smaller garden areas to protect new garden establishment for a maximum period of two years, whereafter the fence must be removed. The fencing specification must be approved by the Num-Num Aesthetics Committee and must have the least impact on the ethos and aesthetics of the Estate.</i></p> <p>Previously part of paragraph 2.7.10.-Extract referring to the new proposed rule:</p> <p>No other fencing or walls other than the yards as prescribed in 2.7.6 are allowed.</p> <p>Application can be made to the Aesthetics Committee for temporary fencing off certain smaller garden areas to protect new garden establishment for a maximum period of two years where after the fence must be removed. The specification of the fencing must be approved by the Aesthetical Committee and must have the least impact on the ethos and aesthetics of the Estate.</p> <p>Proposal 7. Approve the new paragraph 2.7.6.2.</p>	
	<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0 Approved for electronic voting.</p>	
3.8	<p>8. Paragraph 2.7.7. AERIALS, SATELLITE DISHES, SOLAR PANELS, GAS WATER HEATERS AND HEAT PUMPS.</p> <p>It is not always possible to place gas water heaters and heat pumps inside the yards as prescribed. To allow for these items to be placed outside this area, the rules must be amended accordingly.</p> <p>The wording in blue in the next paragraph is a proposed amendment.</p> <p>These must be positioned discreetly on the buildings. No <i>hot water cylinders of any kind</i> are allowed on the outside of buildings and must be hidden inside the roof space. Gas water heaters <i>and heat pumps</i> must, <i>as far as possible</i>, be placed inside the yards as per paragraph 2.7.6.1. <i>In cases where it is not viable to place the items in the yards, they must be covered with stainless steel or with a material approved by the Num-Num Aesthetics Committee.</i></p> <p>Proposal 8. Approve the new paragraph 2.7.7.</p>	
	<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0 Approved for electronic voting.</p>	
3.9	<p>9. New paragraph 2.7.10. INSTALLATION AND USE OF GENERATORS.</p> <p>Addition. To cater for the installation and use of generators, new rules were formulated.</p> <p>INSTALLATION & USE OF GENERATORS</p>	

		<p><i>The following minimum specifications for the installation and/or use of generators will apply at the Estate:</i></p> <ul style="list-style-type: none"> - <i>a Residential silencer must be fitted to a generator.</i> - <i>a Generator must be housed in an aesthetical pleasing acoustic enclosure to reduce the noise level to 65 dB @ 7m and placed within the yard.</i> - <i>fuel storage facilities must be approved by the Municipal Fire Department before installation.</i> - <i>a Certificate of Competency for electrical installation must be delivered to the Num-Num Aesthetics Committee after installation.</i> - <i>Placement of the generator must be in the yard and of such a nature that it does not create any inconvenience or disturbance to other residents.</i> - <i>Upon receipt of a generator application, the Num-Num Aesthetics Committee will investigate and inspect all the rules as mentioned above before granting permission for a generator to be installed.</i> <p>Proposal 9. Approve the new paragraph 2.7.10.</p>	
		<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0 Approved for electronic voting.</p>	
	3.10	<p>10. Paragraph 4. THE DESIGN REVIEW PROCESS</p> <p>Paragraph 4.6. We recommend incorporating the fact that the new houses in the future must obtain an occupation certificate within a year of commencement of construction. Additions/alterations must be completed within six months. It is also essential that occupation may not take place before a municipal occupation certificate has been issued.</p> <p>If approved, the wording of paragraph 4.6 must be changed as follows. (Blue new wording)</p> <p>Construction of the dwelling must be completed, and all building material and rubble removed within 1 (one) year of commencement. A <i>municipal occupation certificate to be issued within this period. Occupation may only take place once the occupation certificate has been issued. Construction for additions/alterations to an existing dwelling must be completed and all building material and rubble removed within 6 (six) months of commencement.</i></p> <p><i>Any building activities (new or alterations) not completed within the stipulated timeframe, will be subject to penalties. Refer to paragraph 6 of The House Rules.</i></p> <p>Proposal 10. Approve the amendments to paragraph 4.6</p>	
		<p>Die vergadering stem eenparig saam. Ja: 35 Nee: 0 Goedgekeur vir elektroniese stemming.</p> <p>It was approved unanimously by the meeting. Yes: 35 No: 0 Approved for electronic voting.</p>	
	3.11	Paaie	3.11
			Roads

	<p>‘n Algemene bespreking rakende die stand van Num Num se paaie is gehou. Die pad kort dringende aandag en is daar is nie voldoende fondse om die pad te herstel, en in geheel te teer nie. Volledige kwotasies sal verkry en ‘n spesiale heffing daarvolgens verhaal word. Eienaars sal die geleentheid gegun word om ‘n eenmalige bydrae, in stede van maandelikse heffing te betaal. Volledige voorlegging met kostes, sal op volgende Algemene vergadering (Mei 2022), gedoen word.</p>	<p>A general discussion regarding the state of Num Num's roads was held. The road needs urgent attention and there are not enough funds to repair and tarr the road. Quotations will be obtained and a special levy will be recovered accordingly. Owners will be given the opportunity to pay a one-time contribution, instead of a monthly charge. A thorough presentation with costs will be made at the next Annual General Meeting (May 2022).</p>	
4	Afsluiting	Closure	
	Met geen verdere items om te bespreek nie sluit die vergadering af om 19h40.	With no further matters to discuss, the meeting was declared closed at 19h40.	

Japie Krige	076-682-5846
Eric Loubser	082-901-8586
Kobus Reyneke	082-770-1001
David Flemix	083-656-3861

Goedgekeur / Approved: _____

Datum / Date: _____