
MARINERS VILLAGE DESIGN REVIEW COMMITTEE (DRC)

Building Plans Submission Checklist

(FORM BA)

Please Note:

- All plans must be approved by the DRC before submission to the Municipality.
- Submit digital plans to DRC for compliance check first.
- Applications for waivers from the requirements of the ADLM, the National Building Regulations, or any other statutory regulations must be requested when plans are submitted for approval to the Design Review Committee (DRC). The DRC is not under any obligation to approve such deviations.
- If plans are approved, 3 sets (appropriately coloured) must be submitted to the HOA. These building plans will be signed and stamped by the DRC. One of the three sets of plans will be retained by the DRC for record purposes and two sets will be handed back to the owner for submission to the local Municipality/Authorities for their review and approval before any construction may commence.
(Note that the Municipality will not accept plans that are not stamped and signed by the DRC.)
- Once approved by the DRC and the Local Authorities, no external deviations of any sort are allowed. Any required deviations must again follow the prior review and approval route as prescribe herein.
- If in the DRC's opinion the initial application requires extensive redesign, then a resubmission will be considered as a new submission and a new review fee is payable to the HOA.
- Any deviation from the approved plans to the outside of the house will result in a fine of up to R5000.
- Should it happen that the DRC, during the plan review and approval process, for any reason not pick-up a design error or any breach of these rules/specifications, and the plans get nevertheless approved by the DRC, it shall not be construed as acceptable and as something that does not have to be corrected if or when the oversight is later discovered. The onus is, firstly, on the owner and secondly on the architect to ensure that the plans comply with these rules and specifications.
- Deposit reference must contain the erf number as well as the owner's initials and surname.

MARINERS VILLAGE DESIGN REVIEW COMMITTEE (DRC)
(Form B & A)

OWNER'S DETAIL:

Name & Surname: _____

Telephone No.: _____ Email: _____

Building plans submitted for: _____ (new dwelling/alterations)

ARCHITECT'S DETAIL:

Plans Prepared By: _____

Contact Person: _____

Telephone No.: _____ Email: _____

S.A.C.A.P. Registration No: _____

PROPERTY DETAIL:

Street Name & No.: _____ Erf No.: _____

Property/Building Sizes:

Erf: _____ m²

House: _____ m²

Footprint: _____ m²

Pre-requisites:

Please note that if the required fees are not paid as stipulated, the DRC will not review the plans.

Plan Review Fee Paid: R _____ Managing Agent's Receipt: **Yes/No**

Builders Deposit Paid: R _____ Managing Agent's Receipt: **Yes/No**

3x Sets of Plans Submitted: **Yes / No**

Plans Electronically submitted: **Yes / No**

ARCHITECTURAL PLAN REVIEW CHECK FORM AS PER DESIGN MANUAL

(To be completed and submitted to the HOA together with building plans)

(Erf No. _____)

Group Housing (Stand < 500m²):

Single Residential (Stand > 500m²):

Ref. below refers to the clauses/sections in the "MARINERS VILLAGE: ARCHITECTURAL DESIGN AND LANDSCAPING MANUAL"

NR.	COMPLIANT WITH DESIGN MANUAL	REF.	YES	NO	COMMENTS
1.	Beacon certificate and building lines certificate.	3.2			
2.	Major and Minor plan forms	3.3			
3.	Ground Coverage percentage: %	3.1			
4.	Building lines adherence	3.2			
5.	Scale, Proportion & Orientation	3.3			
6.	Sans height restrictions	3.4			
7.	Roof	Main roof pitch:.....deg.	3.5		
		Lean-to-roof pitch:.....deg.	3.5		
		Roof covering material	3.5		
		Roof colour specification	3.5		
8.	Dormers / Roof Windows	3.6			
9.	Chimney	3.7			
10.	Verandas, Porches & Pergolas	3.8			
11.	Walls	Wall Construction	3.9.1		
		Wall Finishes	3.9.2		
		Wall Colour	3.9.2		
12.	Gable, Eaves & Parapets	3.10			
13.	Gutters & Downpipes	Gutters & Downpipes material	3.11		
		Gutters & Downpipes colour	3.11		
14.	Fascia specifications	3.12			
15.	Windows	Window Schedule	3.13		
		Window finish / colour	3.13		
		Burglar Bars	3.13		
		Shutters	3.13		
16.	Doors	Door Schedule	3.14		
		Door finish / colour	3.14		
		Security gates	3.14		
		Garage door finish	3.15		
17.	Balconies	3.16			

NR.	COMPLIANT WITH DESIGN MANUAL	REF.	YES	NO	COMMENTS
18.	Balustrades & Handrails	3.17			
19.	Boundary walls / Yard walls / Fences	3.18			
20.	Courtyard / Garden gates	3.19			
21.	Space heating	Braais	3.20.1		
		Fireplaces	3.20.2		
22.	Carports	3.21			
23.	Driveways / Paving	3.22			
24.	Swimming pools / Spas	3.23			
25.	Environmental Sustainability	Solar / Inverters	3.25.1/2		
		Gas (Geyser position)	3.25.3		
		Rainwater Harvesting	3.25.4		
26.	Landscape plan	3.26			
27.	Utility areas	Washing lines	3.27		
		Court yards	3.27		
28.	Sundry Items	Air-conditioning	3.28		
		Other	3.28		

DRC Comments/Notes:

Plans approved: Plans not approved: Plans conditionally approved:

Date: _____

Reviewed by: _____

Name: _____

Signature: _____

Witness
Name: _____

Witness
Signature: _____