



**CODE OF CONDUCT OF THE
CROYDON OLIVE ESTATE
HOMEOWNERS
ASSOCIATION**

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1 Introduction

- 1.1 The most effective of all codes of conduct is the time-worn phrase: “*do as you would have others do unto you*”. If everybody living at Croydon Olive Estate (“the Estate”) shows the same due care and consideration for their fellow residents which they themselves expect then there will be no need for the application of the rules or the issuing of warnings or fines.
- 1.2 Harmonious community living can only be achieved when residents use and enjoy both their own properties and the common area in a manner, which respects and considers the rights of everybody else lawfully on the Estate. Compliance with this Code of Conduct and general consideration by residents for each other will greatly assist in assuring a satisfied community.
- 1.3 The rules contained in this Code of Conduct, are binding on all members/residents and in fact everybody on the Estate. Each member is responsible for ensuring that all persons residing on his/her property and his/her guests, employees, contractors and agents comply with this Code of Conduct and shall personally be responsible for the actions or omissions of such persons.
- 1.4 The Trustees shall be entitled to amend, vary, delete or make additions to these Conduct Rules from time to time, as they deem necessary.

2 General

- 2.1 Members/residents must acquaint themselves with the Constitution of the Croydon Olive Estate Homeowners Association (“the Association”), the Architectural and Landscape Design Manual, the Builders Code of Conduct, Operational Environmental Management Plan and this Code of Conduct. Ignorance of such shall not constitute a reason for non-compliance.
- 2.2 Neither the Association, nor the trustees, the Estate Manager, the developer, their employees, servants or agents shall be responsible or liable for any loss or

damage to any building person or property anywhere on the Estate howsoever and by whomsoever caused, and whether by any act or omission of any of the foregoing, and all members/residents on the Estate hereby waive any claims which may arise in consequence of any act or omission aforementioned.

- 2.3 Members must ensure that all persons granted rights of occupancy of their property are acquainted with and comply with this Code of Conduct.
- 2.4 The properties within the Estate are zoned as single residential and hence no business or trade may be conducted on any property within the Estate. This restriction does not apply to the developer and/or its agent(s) in respect of activities relating to the sale and development of property.
- 2.5 No sign, notice, board or advertisement of any nature whatsoever may be placed on the common areas or on or in the vicinity of any property within the Estate with the exception of the standard building contractor's signboard details of which are to be obtained from the Estate Manager. This restriction does not apply to the developer and/or its agent(s) in respect of activities relating to the sale and development of property or to the Association as such.
- 2.6 No firearm, pellet gun, catapult, bow and arrow or any other weapon may be used / discharged on or in the vicinity of the Estate.
- 2.7 Littering on the Estate, including the disposal of cigarette stubs, is strictly forbidden.
- 2.8 No fires are permitted anywhere on the Estate except at designated indoor fireplaces or outside braai areas.
- 2.9 No invasive alien vegetation is permitted anywhere on the Estate. Where a member/resident fails to remove such vegetation the Association will be entitled to remove it at the cost of the member concerned, and the employees or agents of the Association will have free and unrestricted access to the property concerned for this purpose.

- 2.10 All members/residents must maintain their property (main dwelling, garages, outbuildings, boundary walls, site walls and gardens) in good condition and in a neat and tidy state at all times.
- 2.11 No fireworks of any description may be discharged anywhere on the Estate.
- 2.12 No burglar alarm may be operated on the Estate unless it is linked to the in-house armed response service. Such alarm system must have the ability to reset itself.
- 2.13 No domestic refuse, garden refuse or refuse containers may be left outside for collection other than on the day/s scheduled for collection. All refuse is to be placed in standard refuse bags within the council bins which are to be marked with the street name and house number, by the Estate Manager. No refuse inclusive of garden refuse may be stored or dumped anywhere on the Estate.
- 2.14 All damage caused within the Estate by a vehicle effecting a delivery or transporting persons/equipment to or from an property shall be the responsibility of the member/resident concerned.
- 2.15 No habitation of any mobile home or caravan on the Estate will be permitted on a temporary or permanent basis.
- 2.16 Post Boxes supplied by the Estate are to be cleared on a weekly basis.

3 Motor Vehicle Regulations

- 3.1 The speed limit on the Estate is 35 kph. This speed limit must be complied with at all times.

- 3.2 Any contractor, visitor, employee or agent of any member/resident who, in the sole opinion of the Estate Manager, habitually contravenes any of the provisions of this Code of Conduct may be banned from the Estate.
- 3.3 The use of vehicles, including motorcycles, which create excessive noise will not be permitted.
- 3.4 All vehicles must keep to the designated roads and drivers thereof shall observe all the road signs within the Estate.
- 3.5 No vehicles shall be driven in any manner, which creates a nuisance or is considered by the trustees or the Estate Manager to be unsafe.
- 3.6 No vehicles may be habitually parked in any part of the common area except in such places as are specifically approved and designated for that purpose and then only in such a way that the flow of traffic to and from property and garages is not obstructed.
- 3.7 No commercial vehicle or truck (except for the purpose of effecting deliveries), caravan, trailer or boat may be parked in the common area at any time.
- 3.8 No vehicle may be parked on or in the vicinity of any entrance to an property so that it protrudes over or onto the road reserve of the common area.
- 3.9 Garage doors should generally be kept closed unless occasional regular access to a garage is required.
- 3.10 Any vehicle parked or abandoned in the common area for a period exceeding two days maybe removed or towed away at the risk and expense of the owner, unless prior written permission has been obtained from the Estate Manager.
- 3.11 No motorised vehicle of any description may be used in the Estate unless the driver/rider thereof is in possession of a valid driver's licence for the vehicle concerned.

- 3.12 No motorised vehicle of any description not requiring the driver/rider thereof to be in possession of a valid driver's licence may be used in the Estate.
- 3.13 Motor cycles may not be used as a mode of transport within the Estate and may only be driven from the entrance gate to the property and *visa versa*.
- 3.14 Quad bikes are strictly prohibited from being driven anywhere on the Estate.

4 Control of Pets

- 4.1 The local authority by-laws relating to pets shall apply to members/ residents and they will be enforced.
- 4.2 Dogs and cats may be kept on any property within the Estate provided that:
- 4.2.1 no more than two dogs may be kept.
- 4.2.2 dogs shall not be allowed to roam in the common area of the Estate.
- 4.2.3 members/residents may walk their dogs in the common area provided they are under leash and/or effective personal control.
- 4.2.4 no member/resident shall permit their dogs to foul the common area unless the excrement is immediately removed by the person accompanying the dogs.
- 4.2.5 members/residents shall not allow barking by their dogs at any time, which results or which may result in a nuisance or disturbance to any other resident. It is recommended that dogs be kept indoors between the hours of 20h00 and 06h00.
- 4.2.6 Screening or other adequate preventative measures must be taken to ensure that dogs do not bark at passers by.

4.2.7 Cats are to be fitted with collars with bells to assist in the protection of birds and other wild life.

4.2.8 Dogs and cats must wear identity tags, detailing the telephone number of the owner.

4.3 Members/residents shall ensure that their pets do not cause a nuisance or disturbance within the common area or on or in the vicinity of the property of any other resident.

4.4 No caged wild birds or animals other than dogs and cats shall be permitted on the Estate.

4.5 The trustees shall have the right to prohibit, restrict, control the keeping of, or remove any pet, which they regard as dangerous, or a nuisance to other occupants of the Estate.

5 Common Area / Road verge

5.1 No member/resident, visitor, employee, contractor or agent may collect or remove anything from the common area including but not limited to wood, stones, flora, fauna, vines and fruit. In particular no person may pick up or uproot any indigenous plant, or approach, disturb or kill any animal or bird.

5.2 Walkers are requested to keep to the footpaths so far as possible.

5.3 No member/resident shall remove, damage or prune any tree or vine in the road verge or in a common area.

5.4 All members/residents must maintain the road verge (road reserve directly along side their property boundaries) in a neat and tidy state at all times.

- 5.5 As the olive groves are operated by independent entities and are subject to specific rules and regulations which the operator will impose from time to time, for safety reason access is prohibited during any of the working hours of the farm. The onus is on the member to establish what the prohibited hours are at any given time. Any relaxation in access may only be granted by the operator of the olive enterprise.
- 5.6 Access to the workshop, farm equipment, farm vehicles and waste skips is strictly prohibited.
- 5.7 Access to the working area of the Olive Production Plant is prohibited unless by prior appointment with the manager thereof.
- 5.8 Fishing, swimming or other water related activities are prohibited in any of the dams or waterways within the Estate.
- 5.9 Children under the age of 12 (twelve) years of age are to be accompanied by an adult when utilising the play park and recreational facilities.

6 Access Control

- 6.1 Members/residents may be required to purchase and to use their own remote controls/ transmitters for the entry boom(s).
- 6.2 Communication from each property to the gatehouse will be by Voice Over IP Phones. Members/residents shall be required to install a dedicated facility/service to support this function, at their own cost.
- 6.3 The following procedures (or any others from time to time imposed by the Estate Manager or trustees) must be observed by all members/residents in regard to access to the Estate:

6.3.1 If they are expecting visitors they must inform the guard prior to the expected time of arrival so that the guard may allow entry to these persons on arrival.

6.3.2 They may authorise access to a visitor on receipt of a telephone call from the guard, but if the resident is not available to answer the call the visitor at the gatehouse will not be permitted entry.

6.4 Contractors, workmen, delivery men, employees and anybody who visits the Estate in the course of their work will be supplied by the guard with a permit which must be displayed on their person at all times when they are in the Estate. Failure to display this permit may result in the culprit being banned from the Estate.

7 Nuisance, Disturbance, Noise and Light Pollution

7.1 Members/residents and their guests may not engage in any activity, occupation or hobby that causes or is likely to cause a nuisance or disturbance to any other resident.

7.2 No member/resident or their employees or contractors shall be permitted to use any noisy machinery including but not limited to lawnmowers, chainsaws, lathes and woodworking machinery after 16h00 on Saturdays, or before 09h00 or after 12h00 on Sundays or public holidays; and on all other days not before 07h00 or after 20h00.

7.3 No exterior speakers are permitted and the level of any music played shall be limited so as not to cause or be likely to cause a nuisance or disturbance to any other resident. This restriction does not apply to the developer and/or its assignees in respect of activities relating to the operation of the Lifestyle Centre.

7.4 No outside lights, which shine directly into a neighbouring property or are otherwise intrusive or reasonably likely to be intrusive to any other resident, shall be permitted.

8 Letting

- 8.1 Members are permitted to let their houses provided that the member ensures that the tenant is acquainted with this Code of Conduct and the Constitution of the Association and procures that the tenant confirms to the Estate Manager in writing, prior to occupation, that everybody residing on the property and all his/her guests, employees, contractors and agents shall comply with the provisions thereof for the duration of his/her tenancy.
- 8.2 Notwithstanding the provisions of clause 8.1 members shall not let their properties for use as a commune.
- 8.3 Should a tenant breach the provisions of clause 8.1 the trustees or Estate Manager may deny the member concerned the right to continue to let his/her house, and may take such action as they deem necessary or expedient at the cost of the member concerned to evict the tenant and all those claiming through or under the tenant from the property concerned.

9 Non – Compliance

- 9.1 For the enforcement of the provisions of this Code of Conduct or the provisions of the Constitution of the Association generally the trustees or the Estate Manager may;
- 9.1.1 give notice to the member/resident concerned to remedy any breach within such period as they may determine;
- 9.1.2 take or cause to be taken such action as they deem fit to remedy the breach of which the member/resident concerned may be guilty and debit the cost thereof, which shall be a debt due to the Association, to his/her levy account, and which shall be payable as part of his/her levy on the first day of the following month and

- 9.1.3 impose a fine in an amount determined by the trustees or the Estate Manager in their sole discretion on the member/resident concerned, which amount shall be a debt due to the Association, shall be debited to his/her levy account and shall be payable as part of his/her levy on the first day of the following month.
- 9.2 Should the trustees or Estate Manager institute legal proceedings against any member/resident for the enforcement of any of the rights of the Association, the Association shall be entitled to recover the administration fee and all legal costs so incurred from the member/resident concerned, calculated as between attorney and client, including tracing fees and collection commission.
- 9.3 In the event of any breach of this Code of Conduct or of any of the provisions of the Constitution of the Association by any tenant residing on a members' property, his visitors, guests, employees, contractors or agents, such breach shall be deemed to have been committed by the member himself. However, without prejudice to the foregoing, the trustees or Estate Manager may take or cause to be taken such steps against the person actually committing the breach as they may in their discretion deem fit, in addition to any action which might be taken against the member concerned.
- 9.4 Complaints relating to the behaviour of another resident are to be lodged with the Estate Manager in writing, provided that the complainant has first attempted to settle the matter amicably with the other party. In the case of a serious contravention of the Constitution of the Association, the Architectural Design Manual, the Landscape Design Manual, the Builders Code of Conduct, the Operational Environmental Plan or this Code of Conduct, the Estate Manager may be approached without prior attempts at settlement between the parties.

