

# LE COSTE

ESTATE MASTER HOME OWNERS  
ASSOCIATION (LCEMHOA)

## Conduct & Governing Rules for the Le Coste Estate Master Homeowners Association (LCEMHOA)

(Approved 12 March 2025)

### INTRODUCTION

The Conduct rules are deemed to be incorporated into the Governing Rules and should be read in conjunction with the “ Le Coste Estate Constitution”. If there is any conflict between the Conduct & Governing Rules and the “ Le Coste Estate Constitution” the Conduct & Governing Rules will apply as stipulated within this document and will become binding to every member of the ( LCEMHOA ) .

The purpose of the Conduct & Governing Rules including the “ Le Coste Estate Constitution “ is to govern the use of the “ Le Coste Estate and its Facilities. These Conduct & Governing Rule including the “Le Coste Estate Constitution” are not intended to limit the Lifestyle of the Residents, but rather to protect them, and are binding equally on all Residents.

These Conduct & Governing Rules including the “ Le Coste Estate Constitution “are administered and enforced by the Board of Trustees acting on behalf of the ( LCEMHOA). It is the responsibility of every Registered Owners to ensure that all Residents, Tenants and Visitors abide by the Conduct & Governing Rules including the “Le Coste Estate Constitution of the Le Coste Estate.

Any contravention of the Conduct & Governing Rules including the “ Le Coste Estate Constitution “ by any person who gains access to the Le Coste Estate under the authorisation of a Registered Owner / Resident shall be deemed to be a contravention by that Owner / Resident.

### 1. ANIMALS, REPTILES AND BIRDS

- 1.2 No Registered Owner/Tenant or person may keep more than 2 dogs or 2 cats, or a combination thereof, on the Registered Property Dwelling (ERF). All dogs and cats should be neutered/spayed, and (LCEMHOA) can request the required documentation at any time.
- 1.3 A Registered Owner or Tenant shall not, without the written consent of the (LCEMHOA), which approval may not be unreasonably withheld, keep any animal, reptile, or birds within the ‘ LE COSTE ESTATE’ Development. All Cats and Dogs should have Identification Tags with the (Name and Telephone Number) of the Registered Owner/ Tenant. The ( LCEMHOA) will and can also enforce the Animal Protection Act of 1962 if necessary.
- 1.4 When granting such approval, (LCEMHOA) may prescribe any other reasonable conditions.
- 1.3 The Trustees may withdraw such approval in the event of any Breach of any Condition prescribed in Terms of Sub-Rule 1.2 as above.
- 1.4 Pets are not allowed to roam the streets and must be accompanied on a leash, by the Registered Owner/Tenant. In the event of any pet found roaming or wandering within the “ Le Coste Estate”, the Registered Property Owner shall be liable for an automatic fine. Stray pets without Identification Tags (Name and Telephone Number) will be handed over to the Municipal Pound.



1 | Page

# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

- 1.5 The responsible person being the Registered Owner/Tenant must have full control over the Dog on the Leash. Doggie Walks are restricted to Sidewalks, Walkways, Roadways and Common Property of the “Le Coste Estate”. Please refrain from walking on Private Property of other Registered Owner/Tenants.
- 1.6 Registered Owners/Tenants walking with the dogs should be in possession of a ‘poop scoop’ to remove any excrement if deposited in any of the Sidewalks, Walkways, Roadways and Common Property Areas. Failure to do so will result in a fine.
- 1.7 Registered Owners/Tenants been residents of the Le Coste Estate must restrain their dogs from barking incessantly. Preferably pets should be housed at night to prevent disturbance. Failure to do so will result in a fine. Any complaint received with evidence of dogs barking for more than 15 seconds continuously will be seen as incessantly and will result in a fine.
- 1.8 The (LCEMHOA) reserves the right to have any unidentified pet or a pet that becomes a nuisance removed from the “Le Coste Estate”. The Board of Trustees has an unfettered discretion in this regard, but will not exercise the said right without first having directed a written notice to the Registered Owner/Tenant, and furnishing details of the complainant and affording the Registered Owner/Tenant a reasonably opportunity to eliminate the cause of the complaint.

## 2. REFUSE DISPOSAL

- a.) A Registered Owner/ Tenant shall maintain in a hygienic and dry condition and out of the Public Eye, a receptacle for refuse within his Erf/Dwelling, or any such part of the Private Areas as may be authorised by the trustees of (LCEMHOA) authorised in writing.
- b.) To ensure that before refuse is placed in such receptacle it is securely wrapped, or in the case of tins or other containers, complete drained.
- c.) for the purpose of having the refuse collected, place such receptacle within the area of, at the times designated by the trustees
- d.) when the Refuse has been collected promptly return such receptacle into his ERF/Dwelling or any other area referred to in paragraph (a).
- e.) Registered Owners/Tenant are requested not to leave the refuse bins outside the night before, if at all possible. Refuse bins should be stored inside the premises and out of sight of the Public Eye.
- f.) Refuse bins left unattended on the sidewalk will be removed by the Le Coste Estate Manager by the next working day and a penalty is payable before release of the Refuse Bin.

## 3. VEHICLES/TRAFFIC/PARKING

“**Private area**” in rule 3.1 , 3.2, 3.3 and 3.4 shall also include the lawns, sidewalks, vineyards, all gardens and open spaces in Le Coste Estate.

- 3.1 No Registered Owner/Tenant or Visitor shall park or any stationary vehicle on any of the private area / any lawns / sidewalks or permit or allow any vehicle to be parked or any stationary vehicle on any of the private area without the consent of the trustees in writing



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

Parking on grass in the Le Coste Estate shall not be permitted. If any visitor or guest on the Le Coste Estate contravenes this rule, a fine shall be imposed on the member responsible.

- 3.2 The trustees may cause the vehicle to be removed or towed away, at the risk and expense of the Registered Owner/Tenants of the vehicle, any vehicle parked, and standing or abandoned on the private open spaces without the consent of the trustees.
- 3.3 Registered Owners/ Tenants of their property shall ensure that their vehicles, and the vehicles of their visitors and guests, do not drip engine or gearbox oil or brake fluid on the common property or in any other way deface the common property.
- 3.4 No Registered Owner/Tenant shall be permitted to dismantle or affect major repairs to any vehicle on any portion of the private area or on his property or in line of sight by the public.
- 3.5 No parking of trailers, caravans, boats, jet skis, Motorhomes, racing cars, unregistered vehicles, etc are allowed to be parked or stored on the open public spaces, driveways or roads without the consent of the Le Coste Estate. If a visitor / tenant or guest on the estate contravenes this rule, a fine shall be imposed on the member responsible. Temporary permission will be granted if prior arrangement is made during office hours to the managing agent.
- 3.6 A maximum speed limit of 25km/h shall apply. Lower speed limits may be introduced where necessary. The Board of Trustees reserve the right to introduce measures to limit speeding in the Le Coste Estate. Any person caught speeding must be reported to the Le Coste Estate Manager, stating the nature of the offence with a date and time stamp to it. Perpetrators will be warned, and the Board of Trustees will be informed. A Second offence will be fined.
- 3.7 Persons, animals and birds shall at all times have right of way on and about the Le Coste Estate.
- 3.8 Small children should not play in the streets unsupervised.
- 3.9 Lifestyle centre parking is for the lifestyle centre only. No overnight parking is allowed. No parking of trailers, caravans, boats, etc. is allowed on the lifestyle centre parking area. If a visitor or guest within the Le Coste Estate contravenes these rules, then the fine shall be imposed on the Registered Owner or Tenant that is responsible for the visitor that contravenes the rules.
- 3.10 For aesthetically reasons, Le Coste Estate Master Homeowners Association does not allow cover / tarps over motor vehicle or motorcycle parked in the dwelling driveways.
- 3.11 No Person will be allowed to enter or drive inside Le Coste Estate without the necessary valid driver's licence.
- 3.12 No unroadworthy vehicles or any other motorized powered motorbikes will be allowed to enter Le Coste Estate.

#### 4 DAMAGE / ALTERATIONS OR ADDITIONS TO THE PRIVATE AREA

“**Private area**” in rule 4.1, 4.2 below shall also include the lawns, sidewalks, including all gardens and open spaces in the Le Coste Estate.

- 4.1 An Registered Owner/Tenant of a property shall not mark, paint, drive nails or screws or the like into, or otherwise damage, or alter any part of the private area without first obtaining the written consent of the trustees.
- 4.2 Fauna/Flora may not be tampered with or damaged, stepped upon, removed from any private area by humans or dogs. The relevant fine will be imposed.



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

### 5 APPEARANCE FROM OUTSIDE

- 5.1 The Registered Owner/Tenant of a property shall not place or alter any part of the private area, including balconies, patios, stoeps, and gardens which will be at the discretion of the trustees, is aesthetically displeasing or undesirable when viewed from the outside of the property.
- 5.2 No television, internet aerials and no Satellite dishes is allowed to be attached to the outside of the any property as per the architectural guidelines
- 5.3 Installation of water tanks: Please refer to Architectural Guidelines
- 5.4 Air conditioning units: Please refer to Architectural Guidelines
- 5.5 No Generators allowed as per the Architectural Guidelines
- 5.6 Registered Owners/Tenants are responsible for maintaining trees, plants, lawns and shrubs planted to their property and sidewalks at all times. This includes the verge of both sides of the property. Dead trees, plants, lawns and shrubs will not be allowed and will required to be replaced as a matter of urgency. Gardens needs to be watered regularly during summer to avoid trees, plants, lawns and shrubs from dying. Residents will be fined if not maintaining their garden.
- 5.7 Registered Owners /Tenants must ensure any noxious flora is not planted or growing in their gardens. Residents that do have noxious flora on their premises will be asked to remove the noxious flora immediately.
- 5.8 Le Coste Estate planted trees cannot be removed or tampered with without written permission from the Le Coste Home Owners Association. All damages will be restored at the Registered Owner/ Tenant expense and billed to their levy account.
- 5.9 Garage doors is required to be maintained at all times. Damaged garage doors will be required to be repaired or replaced immediately. Faded and dirty doors will be required to be cleaned or refurbished as per the Architectural Guidelines.

### 6 SIGNS AND NOTICES

No Registered Owner/ Tenant of any registered Erf shall place any sign, notice, billboard or advertisement of any kind whatsoever on any part of the private erven of his/her property so as to be visible from any angle outside of the property.

### 7 LITTERING

A Registered Owner or Tenant shall not deposit, throw or permit any deposits on the Le Coste Estate Private Area any rubbish, including dirt, cigarette buds, food scraps or any other litter whatsoever.

### 8 LAUNDRY

An Registered Owner/ Tenant shall not, without the consent in writing of the trustees erect his own washing lines, nor hang any washing or laundry or any other items on any part of the Dwelling or the Common Property, so as to be visible from outside the Erf or any street view.



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

### 9 STORAGE OF INFLAMMATORY MATERIAL AND OTHER DANGEROUS ACTS

A Registered Owner/ Tenant shall not store any items / material, or do or permit or allow any other dangerous act on his property or on the Private Common Area which will increase the rate of the Insurance payable by the Le Coste Master Home Owners Association on any Insurance Policy issued.

### 10 TENANTS

- 10.1 Any Tenant leasing a Dwelling and any other persons granted "Right of Occupancy" by any Registered Owner of any the Registered Erf are obliged to comply with these Conduct, Governing Rules including the Le Coste Estate Constitution notwithstanding any provision to the contrary contained in any lease or any grant of "Rights of Occupancy".
- 10.2 A Registered Owner/Tenant (or his agent) who intends to Lease the Dwelling within the Le Coste Estate shall furnish the Tenant with a copy of the Conduct, Governing Rules including the Le Coste Estate Constitution.
- 10.3 Registered Owners shall give the Le Coste Estate Board of Trustees prior written notice of any Tenants or Guests who are to occupy the Registered Owners Dwelling in the absence of the Registered Owner of the Dwelling.
- 10.4 All Tenants must sign a "Tenant's Acknowledgement of the Conduct, Governing Rules and Le Coste Constitution " declaration stating that he/she has read and understands the Conduct, Governing Rules including the Le Coste Constitution and which are binding to them.
- 10.5 All Tenants will be required to complete a Criminal background check prior to signing a new lease or taking occupation of the Dwelling. No access will be given if the above protocol is not followed. Access forms and Criminal check documents are available at Security or the Managing Agent of the Le Coste Estate.

### 11. FIREWORKS

No person may detonate, set off, or in any other fashion use of fireworks of any description whatsoever on the Le Coste Estate. The Board of Trustees has determined that this rule shall be enforced without exception and that should any person, family member, visitor or guest within the Le Coste Estate contravene this rule, a fine shall be imposed on the Registered Owner responsible.

### 12. GOOD NEIGHBOURLINESS

- 12.1 No business activity or hobby should cause aggravation or nuisance to the fellow residents .
- 12.2 The Volume of Music or Electronic Instruments, Partying and the Activities of Domestic Staff should be tuned to a level not to be heard by the Neighbouring Dwellings. No Partying or Loud Music will be allowed after 23h00 on all days.
- 12.3 The Mechanical Maintenance and the use of Lawn Mowers, Trimmers, Power Tools generally of any nature and the like, is only permitted during weekdays from 08h00 till 19h00, Saturdays from 8h00 till 14h00 and none on Sundays. In the event of any Mechanical Maintenance before or after these hours, check with your Neighbours if they are able to oblige with your request.



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

**12.4** Picnicking is encouraged in the Private Open Spaces owned by Le Coste Home Owners Association, provided all litter is removed afterwards and noise levels are maintained at an acceptable level.

### 13. PAINTING OF PROPERTY

**13.1** To uphold the Standards of the Le Coste Estate we would like to draw your attention to the Constitution and Architectural Guidelines relating to maintaining your Dwelling in a state of good repair.

**13.2** Le Coste Estate Home Owners Association can notify any Registered Owners, if there Dwelling requires to be re-painted. 30 days will be given to the Registered Owners to re-paint their Dwelling after they have received the notice. (This also includes garage doors, side gates and balustrades)

**13.3** Please revert back to the Architectural Guidelines for all Colour Palettes.

### 14. CLEARANCE CERTIFICATES

The Le Coste Master Home Owners Association Constitution makes provision for maintaining property in a state of good repair. This includes the state of the outside of the property, including paintwork.

To establish whether all alterations on the property were done according to the Le Coste Estate Conduct Rules and Architectural Guidelines and to ensure the uphold of the Le Coste Estate and compliance to the Architectural guidelines, no property can be sold if non-compliant with the Architectural Guidelines and Conduct Rules of the LCMHOA. Clearance Certificates will issued upon visual inspection of the property by the Le Coste Estate Manager.

Owners or the Transferring Attorney can contact the Le Coste Estate Manager for an appointment. Inspections of the Properties will only be done during office hours and weekdays. Office hours are, weekdays, from. 8:00 – 17:30.

The following documents need to be available at the time of inspection:

- HOA Approved plan of the Main Dwelling.
- HOA Approved Plan for alterations done to the Property.

### 15. VANDALISM

Le Coste MHOA will have a zero tolerance approach to vandalism (damage) of Le Coste Estate Property. The following action will be taken against the perpetrators of any such acts:

- Any damage to Le Coste Estate Property will attract a penalty of equal to 1 month's levy
- All damages will be restored at the perpetrator of his/her parent's expenses.
- The SAPS will be called and a Case of Damage to Property will be opened where applicable at the discretion of the Trustees.



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

### 16. COMMERCIAL LEASE OF PROPERTY

- 16.1** In line with our current Conduct Rules, No person shall be entitled to Conduct a Business like B&B, Airbnb, Boutique Hotel or Guest House or similar establishment in any Portion of the Le Coste Estate or Let of his Dwelling or Room for periods shorter than 3 months at a time any Commercial reasons.  
Members are permitted to let their houses for domestic purposes only provided that the member ensures that the tenant is acquainted with this Code of Conduct and the Constitution of the Association and that the lease enforces the tenant, everybody residing on the erf, all his/her guests, employees, contractors and agents to comply with the provisions thereof for the duration of his/her tenancy.
- 16.2** Members must ensure that the Managing Agent is notified of a Tenant and the Tenant is Duly Registered with the Le Coste MHOA and Security Company.
- 16.3** No Leases shorter than 6 months duration will be allowed without prior permission from the Managing Agent which permission shall not unreasonably be withheld. This should be a Domestic Lease and NO Business or Commercial Activities may be conducted on these Rental Dwellings.
- 16.4** Notwithstanding the Provisions of Clause 16.1 Members shall not let their Dwellings for usage as a Commune or Shared Student Accommodation.
- 16.5** Should a Tenant Breach the Provisions of Clause 16.1 the Trustees or Managing Agent may deny the member concerned the Right to continue to Let His/Her Dwelling.

### 17. PROTECTION OF PERSONAL INFORMATION ACT NO 4 of 2013. (POPIA)

Residents given consent in Terms of Section 11 of the Protection of Personal Information Act 4 of 2013 that Le Coste Estate Master Homeowners Association (LCEMHOA) may collect and process all Data for the purpose of Security and Protection including, but not limited to, access control by means of any electronic device such as biometric finger printing and facial recognition access control systems and CCTV monitoring.

Furthermore, that the HOA may collect and process all data for the purpose the HOA deems fit and is reasonably required for any administration process in terms of the Companies Act 71 of 2008 (as amended) to comply with the HOA's Constitution and relevant rules adopted in Terms of the Le Coste Master Home Owners Association Constitution.

Should Visitor prefer not to supply their personal information at the entrance gate, the Tenant/Owner of the property will be asked to collect Visitors at the Entrance and escort Visitor out again.



# LE COSTE

ESTATE MASTER HOME OWNERS  
ASSOCIATION (LCEMHOA)

## 18. ALTERATIONS AND RENOVATIONS

All Alterations and Renovations to any part of the Dwelling, Garden, Parking Bay or the Common Property will be subject to the Approval thereof by Le Coste Estate Master Homeowners Association (ARC), the Architectural Review Committee, established from time to time in Terms of the Provisions of the Le Coste Estate Constitution, the Trustees and the Local Authority must at all times conform to the Architectural Guidelines.

No Owner/Tenant may Erect any Structures of whatever nature on the Common Property and may likewise not make any Alternations to the Common Property, any Parking Bays or Common Area Gardens.

## 19. SECURITY

LCEMHOA will oversee and all Registered Owners/ Tenants must adhere to the Compliance with all the Provisions of the Security Protocol, as more fully provided for in the Governing Rules and Security SLA.

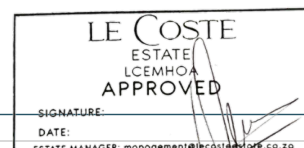
Owner / Occupiers / Tenants must inform LCEMHOA, prior to the Commencement Date of any Service Agreement with any Domestic, Gardener, Nanny or Carer. All New Domestic, Gardener, Nanny or Carers will need to complete a “Criminal Background Check” prior to signing a New Service or Lease Agreement before taking Occupation of the Dwelling or Service Agreement being signed.

No Permanent Access will be given if the above protocol is not met & followed. “Access Forms” and “Criminal Check Documents” are available at Security or Management Office.

## 20. LIFESTYLE CENTRE

The use of this Facilities shall be “Entirely at Own Risk”, and neither the Le Coste MHOA (LCEMHOA) nor the Trustees, the Developer and its employee will accept any responsibility of whatsoever nature in respect of any harm, loss and/or damage sustained by any person in the course of, incidental to or in connection with using the facilities, and each Owner / Tenant / Occupier hereby Indemnifies and holds harmless the Le Coste Estate, the Trustees and the Managing Agents against any claims of any of their respective Family Members, and Occupier / Tenants against the Le Coste Estate and/or the Trustees and/or the Managing Agents and/or the Developer in respect of any harm, loss and/or damage sustained in the course of, incidental to, or in connection with using the facilities.

The Trustees may from time to time amend Conduct Rules and other regulations in regard to the use of the facilities including (but not limited to) the access and times of access to the facilities.





# LE COSTE

ESTATE MASTER HOME OWNERS  
ASSOCIATION (LCEMHOA)

## 19. ACTIVE CONSTRUCTION SITE DURING THE CONSTRUCTION PERIOD OF THE 3 X PHASES:

Le Coste Estate is still an Active Construction Site. Ensuring the Safety and well-being of everyone in our community is our top priority. Therefore, please adhere to the following Safety Protocols:

- **Accompanied Entry Only:** The Registered Owner must be accompanied by a Sales Agent or an SLM Development Staff Member when entering the Construction Areas when viewing their Dwelling during the Construction Period and by appointment. Unauthorised entry is strictly prohibited due to Safety and Liability concerns and Procedures.
- **Safety Gear:** Once the Registered Owner has Authorisation to enter the Construction Site, please ensure the Registered Owner is dressed with the appropriate Safety Gear required, which includes Hard Hats, Safety Vests, and Protective Footwear, the Authorization applies during working hours or by appointment with either the Sales Agent or the Staff Member of SLM Developments.
- **Restricted Access:** Only Authorised Personnel, Contractors, and Construction Workers are permitted to enter the Construction Areas. Unauthorised Entry is Strictly Prohibited.
- **Children:** Children should not be allowed near any Construction Areas.
- **Report Hazards:** If the Registered Owner/Tenant notices any potential Safety Hazards or Unsafe Practices, please report them immediately to one of the SLM Developments Staff Members or the Site Foreman.
- **Restricted Areas:** Please refrain from entering the Restricted Areas and keep to the Sidewalks and Open Spaces provided within the Le Coste Estate. The Restricted Areas is still a Construction Site. A Sales Agent or SLM Development Staff Member will be required to be present at all Construction Site visits at all times.

Non-compliance with these protocols can result in serious accidents and health issues and entering the Construction Site will be at the Registered Owners Own Risk

## 20. LE COSTE SWIMMING POOL RULES & DISCLAIMER

Any person entering this area, acknowledge and agree to the following: The Le Coste Homeowners' Association (HOA), the Trustees, the Lifestyle Centre Operator, the Developer (Sonstraal Investments (Pty) Ltd), its directors and employees, and the Managing Agent, along with their employees, agents, and assigns, accept no liability for any injury, death, loss, destruction, or damage to property arising from the use of the swimming pool and its associated facilities, regardless of the cause. By allowing minors to enter the pool area, their lawful guardian and/or supervising adult assumes full responsibility and liability and indemnifies the above-mentioned parties against any claims. No lifeguard is present. It is the sole responsibility of everyone to ensure the safety of their guests and children at all times.

### Swimming Pool Rules

- **Supervision:** Children aged 1 to 12 years may not enter the pool area unless accompanied by their lawful guardian and/or supervising adult at all times.



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

- **Baby Pool:** The baby pool is strictly for infants and toddlers under 6 years of age, who must be supervised by a lawful guardian or responsible adult.
- **Non-Swimmers & Disabilities:** Any individual (regardless of age) who cannot swim or has a disability affecting their ability to swim must be accompanied by a responsible caregiver or supervising adult at all times.
- **No Jumping or Diving:** Jumping, diving, or dangerous water activities are strictly prohibited.
- **No Large Floating Equipment:** Surfboards, boogie boards, large inflatables, or similar items are not allowed in the pool.
- **No Running:** Running in the pool area is strictly prohibited.
- **No Pets:** No pets are allowed inside the pool or pool area.
- **No Glass Containers:** For safety reasons, glass containers are prohibited.
- **No Smoking:** Smoking is strictly prohibited in the pool area.
- **No Ball Games:** Playing with balls in the pool or pool area is not allowed.
- **No Alcohol:** Alcohol consumption is strictly prohibited in the pool area.
- **No Skateboards or Scooters:** Skateboards, push/electric scooters, roller skates, or rollerblades are not allowed in the pool area.
- **Guest Policy:** Guests must always be accompanied by the property owner or tenant.
- **Operating Hours:** Pool hours must be respected as displayed at the entrance. Unauthorized access outside of these hours will be considered trespassing, and property owners will be fined.
- **Gate Security:** The pool gate must always remain closed for safety reasons. Any damage to the gate or pool equipment must be reported to the Estate Manager immediately.
- **No Loud Music:** Loud music and excessive noise (including screaming) are strictly prohibited.
- **No Private Parties:** No children's parties or private functions may be held in the pool area without prior written approval from the HOA.
- **No Unauthorized Access to the Pump House:** Entry to the pump house is strictly forbidden.
- **No Braais:** Braais/barbecues (gas or open fire) are not permitted in the pool area.
- **No Urinating in the Pool.**
- **No Foreign Objects:** No unauthorized objects may be placed inside the pool or pool area.
- **No Screaming:** Residents and guests must be mindful of noise levels; responsible adults must ensure compliance.
- **Flotation Devices:** Children must wear flotation devices at all times when in the pool area.
- **Cleanliness & Waste Disposal:** When leaving the pool area, all items must either be removed or disposed of in the waste bins provided. The pool area must be left clean.
- **Fines & Penalties**
- Property owners will be fined if found in violation of these rules.
- Fines range from R500 to R2,000 per offense.
- Repeat offenses will result in double the previous fine.
- The Managing Agent and Trustees will determine the final fine amount based on the severity of the violation.

**Operating Hours:** Monday to Sunday: 08:00 – 20:00 (No entry will be permitted if the gate is locked )

**Important Notice:** The pool may be closed without notice for maintenance and cleaning purposes.



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

### 18. FINES

Fines will be implemented for certain transgressions as indicated in the rules above and added to the monthly levy. **Offenders, that repeat the same offence in 6 months**, will be penalized twice the normal fine amount as set out below.

The applicable fines are as follows:

#### 20% of the monthly levy:

- Rule 1.4 Free roaming pets
- Rule 1.6 Failure to remove excrement of pets
- Rule 2.f Confiscated refuse bins
- Rule 5.9 Garage doors.
- Rule 11 Littering
- Rule 12 Laundry
- Rule 13.2 Side gates

#### 40% of the monthly levy:

- Rule 3.1 Unauthorised parking in "**Private area**"
- Rule 3.2 Unauthorised parking of boats, caravans, trailers etc
- Rule 3.9 Unauthorised Lifestyle centre parking
- Rule 3.10 Vehicle / motorcycle covers
- Rule 4.2 Damage to Fauna/Flora
- Rule 5.6 Maintaining trees, plants, lawns and shrubs

#### 100% of the monthly levy:

- Rule 3.6 Exceeding the speed limit
- Rule 11 Detonate fireworks
- Rule 13 Painting of property
- Rule 15 Vandalism
- Rule 12 Good Neighbourliness

#### 200% of the monthly levy:

- Rule 16 Commercial lease of property



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

### Complaints Procedure

It has become increasingly difficult to deal with the vast amount of daily correspondence that is being received from residents on a variety of issues through telephone calls, e-mails and social media. However, it remains important that communication with residents is enhanced, maintained and effectively structured to ensure all issues are addressed and that the time to resolve issues is monitored further ensuring residents receive timely responses to their issues and updates on progress in resolving same.

The LCEMHOA supports and encourages the use of social media and the various discussions that necessarily result therefrom between residents. However, where issues or complaints arise which need the intervention of the Estate Manager, a Trustee or all Trustees, it would be best to follow the procedure below to facilitate a speedy response.

In the first instance and in the interest of building a positive community and neighbourliness, residents are encouraged to address any concerns they have with regard to their neighbours, with them (the neighbours) first, before escalating it to the LCEMHOA. As part of an effort to improve communication between residents and the HOA we established an e-mail address: [management@lecosteestate.co.za](mailto:management@lecosteestate.co.za)

Le Coste Estate Management is the custodian of this mailbox and any information of whatever nature will be treated confidentially. Where necessary we will direct such communication to the relevant Trustee or Trustees for resolution.

This mailbox ensures that issues are addressed on a timely basis and any suggestions from residents receive due consideration. Also note that it is not necessarily only for complaints but can also be used for compliments, suggestions, additional information and/or requests that residents wish to bring to the LCEMHOA's attention.

The following procedure is to be followed by all residents who have any compliments/ complaints / questions / suggestions / comments:

- For mundane issues that can be resolved quickly and informally, please direct these, preferably in writing to the Estate Manager. In instances where it is not practical to send an e-mail, contact the Estate Manager telephonically during office hours and weekdays.
- Office hours are, weekdays, from. 08h00 – 17h30. Andre Claassen 082 318 3773

Trustees meet regularly to discuss Estate matters. Any item that cannot be resolved by the Estate Manager and/or responsible Trustee will be presented at a Trustees meeting for discussion and resolution. Residents will receive periodic status reports on issues that are outstanding for long periods of time.



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

### 1. **Dogs barking**

It has been brought to our attention that, notwithstanding previous requests and notices to all home owners and tenants, the situation in the estate relating to roaming and / or barking dogs continues unabated.

Not only are some owners and tenants breaching Le Cost estate's Constitution, Governing and conduct Rules, but they are also contravening the City of Cape Town Animal By-Law of 2010.

To avoid any formal complaint being lodged with management, we are requesting all owners of dogs to immediately ensure that the necessary steps are taken to ensure that their dogs are kept in and on their properties (so as to ensure that the dogs do not roam on the estate); and to further ensure that dogs do not bark incessantly.

In General, you are requested to ensure that with regard to your dogs that you comply with the Conduct Rules set out in this regard in both the Le Cost Master Home Owners Constitution of the Le Coste Estate; and should there be any further and ongoing complaints relating to any Owner / Tenant dogs, then management will have no alternative but to:

- Issue fines for each transgression; and/or
- Report the matter to Law Enforcement office (City of Cape Town) and request the appropriate investigation to take place.

This is obviously not something we would want to do and we look forward to your cooperation in this regard.

#### 1.1 **Dogs barking: Complaints Procedure**

In the interest of building a positive community and good neighbourliness, residents are encouraged to address any concerns they have with regard to their neighbours, with them (the neighbours) first, before escalating it to the HOA.

Your neighbours are far more likely to be receptive if you approach them politely and calmly. Security can be contacted to complain about dogs barking. Security will contact the Owner/Tenant of the property and inform him about the complaint.

Official complaints needs to be in writing and mailed to [management@lecostestate.co.za](mailto:management@lecostestate.co.za)



# LE COSTE

## ESTATE MASTER HOME OWNERS ASSOCIATION (LCEMHOA)

### **Please provide the following.**

1. Time lines
2. Complainants address
3. Address of the offender
4. Nature of the offence
5. Evidence of the offence: Photos / Videos / Eyewitness
6. Details of the Evidence: Photos / Videos / Eyewitness
7. Short description or event summary

Please note that management cannot act without sufficient evidence. Without any Photos / videos / eyewitnesses the complaint will not receive any attention.

**Please Note:** Social media (Facebook or WhatsApp) complaints will NOT be recognized as an official complaint.

### **1.2 Noise: Complaints Procedure**

In the interest of Building a Positive Community and Good Neighbourliness, Residents are encouraged to address any concerns they have with regards to their Neighbours, with them (the Neighbours) first, before escalating it to the LCEMHOA.

Your neighbours are far more likely to be receptive if you approach them politely and calmly. Security can be contacted to complain about the noise. Security will then contact the owner of the property and ask him to turn down the noise.

Official complaints needs to be in writing and mailed to [management@lecostestate.co.za](mailto:management@lecostestate.co.za)

### **Please provide the following.**

1. Time lines
2. Complainants address
3. Address of the offender
4. Nature of the offence
5. Evidence of the offence: Photos / videos / eyewitness)
6. Details of the Evidence: Photos / videos / eyewitness
7. Short description or event summary

Please note that Management cannot act without sufficient evidence. Without any Photos / Videos / Eyewitnesses then the complaint will not receive any attention.

**Please Note:** Social media (Facebook or WhatsApp) complaints will NOT be recognized as an “Official Complaint”.

