

# Background on Review of Your Plans

## Composition

The following people will serve on the Architectural Review committee:

Albrecht Herholdt (architect), Hedwig Crooijmans (urban designer) and a representative from the New Horizon Development Trust (client).

## The task of the review committee will be to:

- Provide a briefing on the design code book if requested this cost will be calculated on a time and cost basis.
- Look at general appropriateness of the designs;
- Check the plans submitted in terms of coherence with the design code book;
- Provide written approval to the client submitting plans, if the plans comply.

## What needs to be submitted to the Review Panel

The following documentation will have to be submitted in hard copy format:

- No. of units to be constructed
- A copy of the Regulation plan as illustrated in the New Horizon Villages Design Code Book.
- A copy of the Concept plan as illustrated in the New Horizon Villages Design Code Book.
- Floor plan 1:50/1:100
- Roof plan with dimension 1:100
- Site plan indicating the position of the unit in the neighbourhood and neighbouring units [if any]
- Contour plan indicating bulk earthworks - cut and fill [if any]
- Section [s] 1:100 or 1:50
- All elevations 1:100 indicating materials, floor and roof dimensions
- Storm water management detail [if any]
- Finishing schedules including indication of colours
- Details on erf boundaries, walls, gates, including dimensions, materials and colour
- Owner's declaration or letter from architect confirming appointment for supervision
- Details of Architect and Developer/Owner
- Prescribed SACAP project form signed by owner and architect
- Architect and Owner to sign all plans and specification sheets

## Submission Procedure

- Plans have to drawn up by a professional architect.
- Plans have to be submitted in hardcopy to the offices of EAS and payment for submission should be accompanied.
- The committee will sit on a two-weekly basis. Maximum response time is 3 weeks. Approvals can be expected every second and last Friday of the month.
- Incomplete submission will not be accepted.
- Submission fees apply for every re-submission.
- The architectural review committee has the authority to approve plans or request a revision from the architects.
- The committee will provide a written response to the Client submitting plans.
- Approval by the Review committee is a pre-requisite for Municipal Building Plan approval.

## Cost

The cost (ex VAT) for submission is as following:

- Individual housing unit R 950 each
- Block of up to 6 units R 500 each
- Block of up to 20 units R 400 each

Payment in cash or a guaranteed check must be made out to The Matrix Architects who will provide an invoice and receipt.