

ST FRANCIS LINKS HOMEOWNERS ASSOCIATION NPC

(“HOA”) GUIDE TO PENALTY LEVIES

While no-one wishes to turn St Francis Links into a sterile community, many decide to live in a disciplined environment where respect for one another and safety and security is paramount. To achieve harmonious living, there are conduct rules in place. They are supported by the content of this guide which provides for the most common and typical offences where penalty levies may be imposed in respect thereof by the HOA¹. However the quantum of the penalty levy applicable to any part of the offence shall be at the discretion of the HOA who shall take due regard of the nature, circumstances and severity of each misdemeanour, offence, breach or non-compliance.

This guide is not exhaustive and penalty levies may be imposed for offences not listed here. It should be noted that the penalty levy imposed for each and every subsequent occasion that an offence recurs or for every month or part thereof should an owner / member remain in breach, may result in an escalation of the quantum of the penalty levy imposed.

The interval between intermittent offences to be classified as repeat offences will be at the HOA’s discretion. Persistent offences may in addition to or in place of higher penalty levies incur further action (legal or otherwise).

This penalty levy schedule may be reviewed by the Board of Directors from time to time. Penalty levies imposed for offences shall be deemed to be part of the levy due by the Owner. This may include the cost relating to repairs or replacement and / or legal services incurred as a result of such an offence.

The conduct of any visitors / contractors / guests of an owner / member remains the responsibility of such owner / member and penalty levies imposed will be charged to the owner / member. Homeowners should therefore inform their visitors / tenants of the Rules of the HOA before they take occupation.

	OFFENCE	Penalty Levies in Rands
1	HOMES AND GARDENS	
1.1	Occupation of a dwelling prior to receipt of the HOA Completion Certificate	2500 per day until certificate issued
1.2	Unscreened drying of washing from eye level	300 per event
1.3	Non-compliant erection of fences	1000 per month and 5000 per month for repetitive violation after 3 months

¹ Refer to the Rules of the Association and to the HOA Building Violation Penalty Protocol

		First Offence	Second Offence or Consequence	Third Offence or Consequence
1.4	Homes or gardens in poor condition / lack of maintenance	Non-compliance notice with determined time period to comply	Following expiration of time, 1500 per month for maximum of 3 months	5000 per month thereafter
1.5	Unauthorized attachment / amendment to dwelling			5000
1.6	Clearing of vacant erven without prior consultation with the SFLHOA			5000
1.7	Using potable water to fill a pool, wash cars or carts or for irrigation			5000
1.8	Operating a business other than what is defined in the Rules, from a dwelling			2500
1.9	Unauthorised dumping of domestic waste, recycling, rubble or garden refuse or setting out of refuse on non-collection days			300 per event

2	ENVIRONMENTAL			
2.1	Unauthorised removal of protected or indigenous trees, thickets or vegetation			2500 per event
2.2	Use of domestic (completed home) potable water during a billing period in excess of 30 kL (merit applies)			2000 per event / month
2.3	Alien vegetation visible from the road, course or neighbours			500 per event and immediate removal

3	PETS			
3.1	Stray/roaming pets and dogs not on leashes			750 per event
3.2	Pets fouling on the estate and not picked up by owner immediately			250 per event
3.3	Pets creating a nuisance and / or left unattended for an extended period of time or overnight			500 per event
3.4	Pets without collar and name tag including cats without a quick-release collar fitted with a bell			500 per event

4	SECURITY AND ACCESS			
4.1	Abuse and unauthorised use of access devices incl biometric access or unauthorised use of access card or tag not in the name of the registered holder			2500 per event
4.2	Abusive conduct towards security personnel or the estate marshal and / or ignoring legitimate instructions			1000 per event
4.3	Non-compliance with visitor or domestic worker registration / access procedures			500 per event
4.4	Passback at any security control point/ boom gate			1500
4.5	Failure to follow access procedures for the registration of contractors			1500
4.6	Failure to report lost or stolen access card / tag			1000

5	SAFETY	
5.1	Speeding in excess of speed limits 40.1 – 44.9 kph Persistent repeat 45 – 49.9 kph 50 – 54.9 kph Above 55 kph Above 80 kph	Warning 250 500 1000 1750 5000
5.2	Reckless or negligent driving on estate	500
5.3	Discharge of a firearm	2500
5.4	Unauthorised lighting of a fire in common areas or public open space	1000
5.5	Operating an engine powered vehicle without a valid driver's license	1000
5.6	Abuse of golf carts, negligent driving, minors driving	1500
5.7	Setting off of fireworks or Chinese lanterns	1000
5.8	Not preregistering lease agreements and/or tenants	3000

6	GENERAL (INCL CONDUCT)	
6.1	Unaccompanied visitors to the Leisure Centre	450 per event
6.2	Supplying own food and beverage to Leisure Centre	500 per event
6.3	Conduct unbecoming of any members and shareholders of the Club and visitors, invitees or family (subject to disciplinary inquiry)	At the discretion of the Board
6.4	Causing a nuisance incl contravention of quiet hours	1000
6.5	Vandalising and/or damage of any private or Estate property (levy is in addition to the cost of repairs or replacement)	2000
6.6	Boats, trailers, caravans or similar items not within designated areas	750 per day
6.7	Swimming in any dam or wetland	1000
6.8	Camping at a property	1500 per day
6.9	Unauthorised use of drones	2500
6.10	Slaughtering of an animal without the required permits etc	5000
6.11	Unauthorised signage erected	500
6.12	Garage / jumble sales or auctions on site	1000
6.13	Violation of Kouga Municipality Bylaws	Refer to Law Enforcement Officer