



**Brackenridge Architectural Review Committee**  
Brackenridge Residential Estate  
Piesang Valley Road  
Plettenberg Bay, 6600

ADDRESS

DATE

Dear,

**STAND**

We refer to the review of your final submission today and have pleasure in advising that your plans have been approved and will be available for collection from our admin office.

Kindly ensure that your client makes the following payments, which are non-refundable;

- Plan scrutiny R5 000
- Builders Fee R15 000

We also draw your attention to the **Addendum to Homeowners, Architects and Principal Contractor** below, and make particular reference to;

- 1) Appointment of Health & Safety Officer and completion of the **attached contract, AGREEMENT WITH MANDATORY** between the Principal Contractor and the Homeowner. We ask to be furnished with a copy of the completed contract for our records. We would be happy to provide you with the name of a Health & Safety Consultant, who will navigate you through the contract (free of charge).
- 2) House Levels  
Please ensure strict adherence to all height levels as per approved plans and we ask you to provide us with confirmation of all slab level heights.
- 3) Please note that Council has been instructed not to issue an Occupation Certificate without the submission of a sign off by BARC stipulating that all the HOA building rules have been complied with.

Finally in the interest of ensuring an ongoing tidy site during construction, we are to be provided with the name of the Supervisor who will be in charge of this function.

Also attached please find **Brackenridge Rules for Contractors**, which we ask you to personally take note of and provide a copy to the formally appointed, Brackenridge approved Building Contractor, whose particulars we are to be provided with.

**Chairman**