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# PEARL VALLEY

— HOME OWNERS ASSOCIATION —

## PEARL VALLEY ESTATE LANDSCAPING SUBMISSION REQUIREMENTS – April 2026

- **Submission drawings:**  
Submission drawings are required for all new installations and landscaping upgrades. Submission requirements may change from time to time at the discretion of the Design Review Committee and Board of Trustees.
- **Scrutiny fee:**  
The amount, which may change from time to time, is to be paid directly to the appointed Landscape Architect as per Annexure A which can be found on the Pearl Valley Homeowner's Association website, under Building Rules & Annexures:  
<https://www.pvhoa.co.za>  
The invoice details, including full name, email, and contact number, must be provided.

The latest submission form labelled *Pearl Valley and The Acres Landscaping Check List* must be included with the submission. This can be found at the bottom of the 'Building Rules & Annexures' section on the PVHOA's website: <https://www.pvhoa.co.za>

Note that this document may be revised from time to time, therefore it is important to check that the correct form is being used.

- The DRC Committee meets every two weeks to review submissions and will revert with any comments or requests for amendment. Drawings must be submitted by 13h00 on the Friday before the next meeting.

### All plans must comply with the following requirements:

1. The submission must include a **title block** containing:
  - Project Name:
  - Erf Number: TA for Acres, PV for Pearl Valley
  - Submission Status: New Build | Alteration or Addition | Rider Plan (indicate the applicable option)
  - Client's details:
  - Landscape Architect / Designer's details:
  - Architect's details: (applicable for a new build or alterations and additions)
  - Drawing number:
  - Date:
  - Owner's Signature:
2. Drawings must be **scaled** at 1:100 and must indicate the **paper size** and **north arrow**. All text must be clearly legible with all architectural construction notes removed.
3. Submissions must be made in **PDF format** and submitted via email only; WhatsApp drawings will not be processed.
4. All **plant species** must be indicated on the drawing in a **legend**.

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5. **Lawn** species must be indicated. Kikuyu lawn may not be installed on property sections bordering the golf course.
6. Any proposed **landscaping outside the boundary line** on the golf course side must be discussed with and submitted directly to the golf course management and may not be included on drawings submitted to the HOA.
7. Upon completion, the landscape installation will be inspected by the Estate's approved Landscape Architect. If the installation differs from the approved drawings, a rider plan may be required. Any amendments to approved tree species, or the planting of additional trees, must be pre-approved prior to installation.
8. The **verge design** and **verge irrigation** layout must be included in the submission.
9. All boundary lines, building lines, roads, driveways, and adjoining erf designations must be clearly indicated on the plan.
10. All existing trees must be indicated.
11. Should any existing **trees be removed**, the application must include a motivation and reason for removal.
12. All hard landscaping notes must be removed for new builds and alterations and additions; these notes must instead appear on the architectural drawings.
13. **Hard landscaping** notes must be included where a driveway finish is being changed without any other building alterations. All dimensions and finishes must be clearly indicated and must comply with the relevant architectural guidelines. **Specifications**, colours, and sizes for all other hard landscaping must be noted on the drawings.
14. Where a swimming pool or built water feature is proposed, an architectural drawing is required.
15. Existing **pools and water features** must be clearly indicated, and confirmation provided that the required fencing and/or depth complies with SANS regulations will remain in place.
16. **Stormwater** layouts must be indicated and must correspond with the architectural drawings.
17. An architectural drawing is required for the installation of any structural elements, including decks.
18. All existing **services** must be indicated, including sewer manholes, electrical connections and kiosks, fire hydrants, and fibre boxes. A note must be included stating that all services are to remain accessible. Where Drakenstein kiosks are located on verges, a 1-metre clearance on the door side is required for access.

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19. **Artificial lawn** may be installed; however, a hedge or planted buffer is required to screen it from the road. Any other proposed artificial plants must be indicated and accompanied by a photograph with a motivation for consideration.
20. Where hard landscaping is proposed on the verge for water-saving purposes, pockets of vegetation (min. 30%) must be incorporated to soften the installation.
21. Proposed **statues and artworks** are to be clearly indicated, accompanied by photographs and the sizes are to be specified.
22. **Gabions** proposed as retaining structures must be submitted on an architectural drawing. Other gabions must be clearly indicated and include the stone specification.
23. **Berms** may not be installed over Estate services. Contours and heights must be indicated where proposed in other areas.
24. The installation of large stepping stones on the verge may be considered subject to the position of the Estate's infrastructure.
25. **Garden lights** for new builds or alterations and additions must be indicated on the architectural plans. Proposed lights for landscaping upgrades only (no building work) must be clearly indicated and conform to the architectural guidelines.
26. **Crossing sleeves** - each homeowner is required to install two 100mm PVC crossing sleeves, solely for HOA use, complete with draw wires, beneath the sidewalk below their driveway. The sleeves must be positioned alongside one another, 1000mm back from the road kerb, at a depth of 500mm, and extend a minimum of 600mm beyond the edge of the driveway. This requirement applies to both existing driveway alterations and proposed new driveway positions, as well as to proposed parking spaces on verges and where large stepping stones are to be installed adjacent to the kerb.
27. It is recommended that only **water-wise** plants be incorporated into the landscape design. Should non-water-wise plants be specified, a note must be added on the drawing stating that the owner has been informed of the water implications. A suggested plant list is available upon request.
28. Trees with invasive root systems may not be planted on the Estate. These include, but are not limited to, Wild Thorn, White Stinkwood, Bush Willow, Coast Coral, Liquidambar, Chinese Poplar, Simon's Poplar, Water Oak, Pin Oak, English Oak, Cork Oak, Water berry, London Plane, and Wild Almond trees.  
Palm tree species that require specialised shredding equipment are prohibited within the Estate, and any cuttings from such species may not be disposed of at the Pearl Valley Green Waste Facility.  
All new trees must be planted with root barriers.
29. Any existing Estate landscaping on the verge must be clearly indicated to scale.

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30. The following notes must be annotated on the plan:
- The owner is responsible for the installation and ongoing maintenance of the verge, including the upkeep of all trees and plants to ensure walkways remain clear.
  - No trees or hedges may encroach onto public open space areas, roads, or neighbouring properties.
  - The owner must ensure that all fire hydrants and electrical kiosks always remain fully accessible.
  - Trees with invasive roots may not, under any circumstances, be planted on the Estate, including as replacements for existing trees.
  - The architectural plan supersedes the approved landscaping plan in respect of all hard landscaping elements for new builds and alterations and additions.
  - Approval for any structural elements, including but not limited to pergolas, low walls, planters, steps, pools, water features, and decks, is only valid when submitted as part of an architectural application and is automatically excluded from landscaping approval even if indicated on the landscaping plan.
  - All trees must be planted a minimum of 2m from Estate services and a minimum of 3m from the kerb.
  - Root barriers are mandatory for the installation of all trees on verges or close to side boundary lines.
  - The homeowner has been informed of all non-water-wise plants included in the design.

**Refer to Figure 1 below, which indicates the required layout for a landscape plan submission.**

**Documentation must be emailed to:**

**Daniel Baeta – Controlling Landscape Architect**

[unfoldcollection01@gmail.com](mailto:unfoldcollection01@gmail.com)

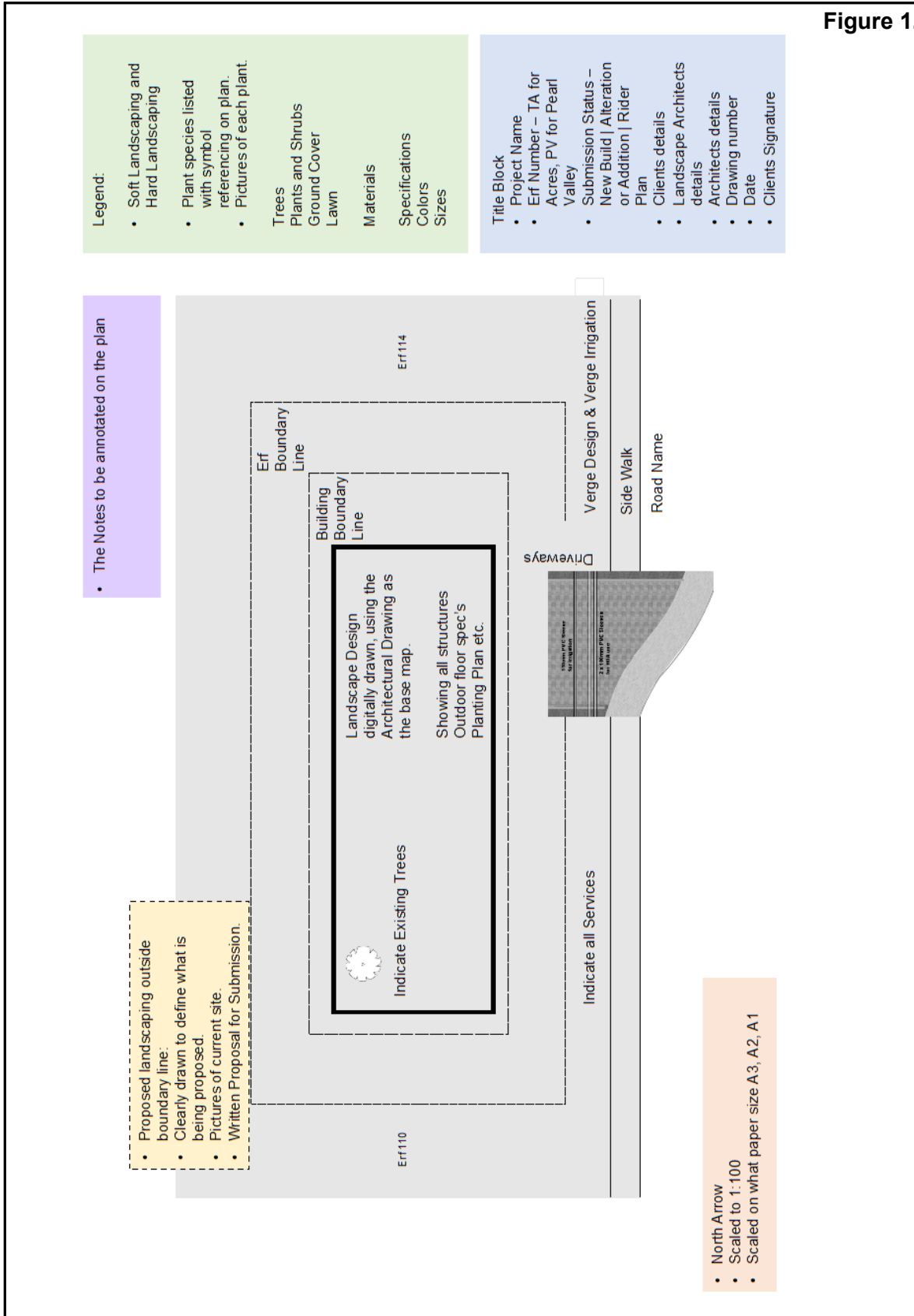
**Karen Mccarthy – Maintenance Manager**

[karen.mccarthy@pvhoa.co.za](mailto:karen.mccarthy@pvhoa.co.za)

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Figure 1.



• The Notes to be annotated on the plan

• Proposed landscaping outside boundary line:  
 • Clearly drawn to define what is being proposed.  
 • Pictures of current site.  
 • Written Proposal for Submission.

**Legend:**

- Soft Landscaping and Hard Landscaping
- Plant species listed with symbol referencing on plan.
- Pictures of each plant.

Trees  
 Plants and Shrubs  
 Ground Cover  
 Lawn  
 Materials  
 Specifications  
 Colors  
 Sizes

**Title Block**

- Project Name
- Erf Number – TA for Acres, PV for Pearl Valley
- Submission Status – New Build | Alteration or Addition | Rider Plan
- Clients details
- Landscape Architects details
- Architects details
- Drawing number
- Date
- Clients Signature

• North Arrow  
 • Scaled to 1:100  
 • Scaled on what paper size A3, A2, A1