

# **GREENPARK NAIVASHA**

## **BUILDING REGULATIONS**

**BUILDING & DEVELOPMENT COMMITTEE  
GREENPARK WATER SERVICES LTD  
P.O. BOX 1916  
NAIVASHA, KENYA 20117  
EMAIL:gpwservicesltd@gmail.com  
2013**

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## GREENPARK BUILDING REGULATIONS

Greenpark Water Services is the company set up to manage the residential estate on Greenpark. The Board of Directors is elected annually by members (plot owners) to manage road maintenance, water distribution services, airstrip, security and the protection of the natural environment. Members pay an annual management and maintenance charge (AMM) to finance the management services.

The Building and Development Committee is elected annually from members who are not directors. The Committee is responsible for the approval of all building plans, and enforcement of regulations

### OBJECTIVES OF THE BUILDING AND DEVELOPMENT COMMITTEE

1. To maintain the value and superiority of the estate and ensure that the beauty of its natural environment, flora and fauna, is protected and enhanced for future generations.
2. To promote good community relations and neighbourliness
3. To approve and monitor all building developments
4. To take necessary action when regulations are contravened.
5. To act as an advisory body to individual developers

### GREENPARK BUILDING REGULATIONS

1. Building **may not** commence until detailed plans for the development have been approved by the Building & Development Committee. Single storey buildings are preferred, but when a double storey is approved, the **maximum height** from ground level must not exceed **8.5 metres**
2. Residential buildings **only** are permitted. Buildings intended for **commercial** purposes **will not** be approved.
3. Plans submitted to the Building & Development Committee for approval must include elevation drawings to show the height of the building and details of **materials** and **colours** to be used. An artist's impression of the proposed buildings in relation to the surrounding land will give the committee an idea of how the completed development will look.
4. Plans should be submitted to the Chairman Building & Development Committee, Green Park Water Services Ltd., P.O. Box 1916, Naivasha 20117, using the "**Application to Build**" form attached to these regulations.

5. Water will be connected on application to the Estate Manager, GPWS, once building permission has been approved, using an “**Application for Water connection**” form (attached), and once the deposit and connection fee is paid
6. The ground area plan of a plot to be used for building construction must not **exceed 5%** of the ground area of the plot, and a **maximum** of only **two** dwellings is allowed.
7. Plots **may not** be subdivided officially or unofficially into less than **5 acres**.
8. Buildings **may not** be constructed within **10 metres** of the plot boundary, and boundary fences should be at least **3 metres** from the road edge
9. Water storage tanks on towers **will not** be approved.
10. Temporary site buildings must be painted in **dark colours**, and must be removed within **three months** of completion.
11. Staff quarters must be permanent structures of a good standard
12. These regulations apply to all future developments on the same plot.
13. The Company reserves the right to demand any structure or modification of an existing structure for which planning permission has not been approved, be removed at the expense of the owner.
14. These regulations are accompanied by an appendix of guidelines relating to the regulations on the general development of plots.
15. Building **must not** be constructed less than **25 metres** from the **runway**
16. If you intend to sell your plot, **you must** provide the purchaser with a copy of these regulations and guidelines and ensure all outstanding payments due to GPWS are paid.
17. Members of the Building Committee, with prior arrangement, **must be** allowed access to the plot to ensure compliance with the approved plans.
18. In the event of a dispute between the applicant and the Building & Development Committee, an appeal may be lodged with the Chairman of the Board of Directors of Greenpark Water Services. A Building Committee member/s must be present at any meeting or deliberation of an appeal, before judgement can be made.

## **APPENDIX**

### **1. BUILDINGS**

- a) Greenpark is a residential estate in a natural environment. Houses should be of an appropriate design to blend into such an environment. Multi-storey town houses

are not considered appropriate. Colours and materials should be carefully chosen, especially for roofs. This also applies to guest cottages and staff quarters.

b) Every effort must be made to avoid building a house which interferes with a neighbour's view. In general, avoid the roof of your building coming above the horizon of the house behind. Where this is not possible, on flat ground, consult your neighbours before you build. Be aware that in the future, houses may be built on plots in front of you. Where permission to build is necessary from the Naivasha Municipal Council, it is the responsibility of the plot owner to deal directly with the Council, but only after first obtaining building approval from the Greenpark Building and Development Committee.

c) Position your staff quarters well away from your neighbours.

d) Consult Kenya Power and Lighting Co. with a view to using underground connections to your house. Avoid power lines going in front of your neighbour's view.

e) Tin roofs (mabati) should be in muted colours. Uncoloured tin roofs are not permitted.

f) Take care with positions of security lights to avoid shining towards your neighbours.

g) Stick to the original plans approved by the Building Committee. Any modifications **must** also be approved. Remember that the Company has the authority to demand **removal** of unauthorized structures.

h) All temporary site buildings must be removed as soon as possible after completion.

## 2. SEWAGE DISPOSAL

a) Sewage disposal must be via a proper septic tank and must not encroach on neighbouring property.

b) Water disposal can be via a soak pit.

c) Long drop latrines should be of a hygienic design to avoid flies, smells etc.

## 3. WATER

a) Water storage tanks must not be on towers

b) Collection and storage of rain water is recommended. Check that the roofing material you use is safe for rainwater collection and consumption.

c) Estate borehole water has a high fluoride content. Filtration is possible. Filters are available through the Catholic Water Centre Nakuru

d) Water meters are read and charges invoiced every three months. Try to avoid excessive consumption during the construction period. Any water leakage or misuse after your meter, **is at your cost**.

#### 4. REFUSE DISPOSAL

Refer to the Estate Manager for the latest facilities available. Do not burn in the dry season and carefully monitor burning of rubbish at any time.

#### 5. FENCING

To maintain the openness of the environment, fencing should be kept to the minimum. It is recommended to fence only a portion of your plot for safety and security purposes. Avoid using tall heavy fencing material. Fence wire is preferred to barbed wire. Natural hedging looks even better. Fences should be at least 3 metres from the edge of the road. Remove loose or broken fence wire as it may be taken and used for snares.

#### 6. GARDEN AND VEGETATION

a) Avoid removal of indigenous trees. Contact members of the Committee for advice on tree planting.

b) The planting of trees, especially indigenous trees is highly recommended.

c) Do not allow trees to grow to a height which will obscure a neighbour's view.

d) In general, it is encouraged to clear selectively to maintain a natural environment of indigenous trees.

e) Trees should not be planted within the area 3 metres from the edge of the road.

#### 7. ROADS

a) GPWS are responsible for the maintenance of all main roads. Roads within plot boundaries are the responsibility of the owner. In the event of subdivision, the owner must put in access roads to individual plots.

b) Culverts on your plot must be maintained and standing water to be drained to avoid mosquito breeding.

c) Road naming is the responsibility of the Committee

d) Temporary trenches to be filled in after use.

e) Lorries over **10 tons** are **not** allowed into Greenpark and no lorries are permitted to enter the estate after **6pm** or leave before **7am**

f) Speed bumps can be constructed by GPWS only.

## 8. STAFF AND STAFF HOUSING

- a) Staff houses must be constructed to a good standard, with proper facilities for sewage disposal.
- b) Single occupancy is advised, and permanent residence of spouses and family is discouraged.
- c) Staff must **not** keep their own livestock including **dogs and cats**.
- d) Please do not allow staff to hire out unused rooms, and all visitors should be with the approval of the plot owner. The estate security team have instructions to apprehend unidentified visitors and remove them from the estate. All Staff should be issued with Greenpark security ID's and visitors with temporary Security ID's. These can be obtained from the Estate Manager.

## 9. FIRE RISK AND PREVENTION

- a) It is the responsibility of all plot owners to maintain fire breaks along their boundaries **at least five meters** width (preferably more) and cleared of all vegetation.
- b) Employees **must not** light fires to burn rubbish. Absentee owners must make arrangements for this responsibility.
- c) Charcoal preparation **is strictly forbidden** anywhere on Greenpark.
- d) Make your own staff available for firefighting on other plots, and you will benefit from the same co-operation.
- e) If there is a serious fire during your absence, the Company may levy a charge for the cost of firefighting services.
- f) Special precautions must be taken during dry seasons with regard to burning rubbish.

## 10. SECURITY

- a) The Company maintains a 24 hour mobile security service with radio and cell phone communications.
- b) Foot patrols during the day and static station during the night.
- c) Members are advised to purchase their own radios and subscribe to the rapid response service. Please liaise with the Estate Manager with regard to subscribing to the GP radio network.
- d) There is a police patrol base off the main road and below the entrance to Greenpark.

e) The Lodge has a security team, and guard dogs, which patrols the golf course properties and monitors entry through the main gate. The main gate is on the GP team radio network.

f) Personal security by means of alarms is recommended.

g) Ensure that your own staff have GP identification papers, and provide temporary workers with GP temporary dated papers, which must be returned to the employer at the end of the period of employment. References for a new worker can be obtained from the area chief, or from the police to ensure that the worker has a clean record.

## 11. ANIMALS

a) **All dogs and cats** must have current certificates for **rabies**

b) Owners have a responsibility to avoid nuisance to neighbours – bitches on heat, or barking at night, or straying onto other plots.

c) Domestic staff are **not permitted** to have their own animals

d) **Absentee** owners must ensure that their animals are provided for. Absentee plot owners are not allowed to keep animals.

e) Greenpark is a natural habitat for buffalo. They can be **dangerous**, especially if caught in a snare. In the event of this happening, the Estate Manager and Greenpark security **must** be informed. Any rescue operation **must be done** through these channels.

f) Do not leave broken fence wire lying around – it can be used for snares.

## 12. AIRFIELD

The airfield is maintained by Greenpark Water Services.

## 13. ELECTRICITY

a) Main power supplies through KPLC Ltd. Apply to the Naivasha office.

b) Use underground connections where possible, and avoid power lines to your property running across a neighbour's view.

c) All power installations to your property and staff quarters must be done by a registered electrician approved by KPLC.

d) Wind Turbines. Although not encouraged, plot owners who intend having one must first submit building plans to the Building & Development committee and abide by the decision of the Committee on the placement site.

**IT IS IN ALL OUR INTERESTS TO ADHERE TO THESE REGULATIONS AND GUIDELINES, IN ORDER THAT GREENPARK RESIDENTS CAN CONTINUE TO LIVE IN A HARMONIOUS COMMUNITY**



**APPLICATION TO BUILD**

TO THE BUILDING & DEVELOPMENT COMMITTEE  
GREENPARK WATER SERVICES LTD.  
P.O. BOX 1916, NAIVASHA 20117  
EMAIL: [gpwservicesltd@gmail.com](mailto:gpwservicesltd@gmail.com)  
Tel: 050 50355/0733749793

DATE: .....

FROM (NAME AND ADDRESS OF PLOT OWNER).....

TEL..... EMAIL.....

PLOT NO..... AREA IN ACRES.....

**BRIEF DESCRIPTION OF BUILDING(S) TO BE CONSTRUCTED**

.....  
.....  
.....

**BUILDING SURFACE AREA IN SQ.METRES OR FEET** .....

**PERMANENT OR WEEKEND RESIDENCE**.....

**PLEASE PROVIDE:** Detailed plans to show roof heights and position of the buildings on the plot. Include details of materials and colours of walls and roof.

**DECLARATION:** I HAVE READ AND UNDERSTOOD THE BUILDING REGULATIONS AND AGREE TO CONSTRUCT ONLY BUILDINGS APPROVED BY THE BUILDING & DEVELOPMENT COMMITTEE. I ALSO UNDERSTAND THAT THE COMPANY HAS THE RIGHT TO REMOVE UNAUTHORISED STRUCTURES OR MODIFICATIONS AT MY EXPENSE.

SIGNED.....PLOT OWNER

DATE:.....

**PLEASE NOTE:** BUILDING CONTRACTORS MUST APPLY TO THE ESTATE MANAGER FOR SECURITY PASSES TO ENTER GREENPARK.

**THIS APPLICATION IS ONLY VALID FOR 2 YEARS FROM DATE OF APPROVAL. APPROVAL IS VOID ON CHANGE OF OWNERSHIP OF ABOUT MENTIONED PLOT.**

**GREENPARK WATER SERVICES LTD.**  
P.O. BOX 1916 NAIVASHA 20117, KENYA  
EMAIL: [gpwservicesltd@gmail.com](mailto:gpwservicesltd@gmail.com)

## **APPLICATION FOR WATER CONNECTION**

NAME:..... L.R. NO: .....

ADDRESS.....

PHONE NO(S).....

EMAIL: .....

### **A. APPLICATION**

I wish to apply for a water connection for: (tick which are applicable)

- a. To commence building                      b. To water trees, etc

NB: It should be noted that if the reason for the water connection is to commence construction, building plans must be approved and this form signed by the Building & Development Committee.

It should also be noted that any alterations in the plans of a building must also be approved by the Building & Development Committee before commencement. Failure to do so will result in the water supply being disconnected.

### **B. APPLICANTS SIGNATURE**

I undertake to pay all GPWS bills raised in the future within the stipulated period and I understand action will be taken against me if I delay payments. Should I default in any such payments, I understand that my water will be disconnected until such time as all the outstandings are fully paid, plus a reconnection charge of **kshs10,000**.

I also agree to pay a water connection fee of **kshs50,000** plus a refundable deposit of **kshs.50,000** to be attached with the application form. In case of default of Annual Management & Maintenance charge, this deposit will be forfeited to GPWS. The deposit is refundable at the time of sale of the plot, when all accounts are up to date.

Proof of Ownership must be provided with this Application. Please request help with a Share Certificate from Mrs S Church, [secretary@greenparknaivasha.com](mailto:secretary@greenparknaivasha.com), Tel: 0722 712 026.

Signed:..... Date: .....

### **C. BUILDING & DEVELOPMENT COMMITTEE APPROVAL**

Signed..... Date.....

### **D. GREENPARK WATER SERVICES APPROVAL**

Accounts Administrator ..... Date.....

Estate Manager ..... Date.....