



**OLIVEDALE HOME OWNERS ASSOCIATION  
APPLICATION TO ALTER COMMON PROPERTY:  
WATER TANKS**

NAME OF OWNER .....

UNIT NO ..... DATE OF APPLICATION .....

TELEPHONE ..... E MAIL.....

The following **General Terms and Conditions** apply to **all** applications for changes and additions to the common areas of Olivedale Retirement Village:

1. Application for any change to the Village is to be made in writing.
2. The Directors reserve the right to decline any application.
3. No work may commence before an application has been approved in writing.
4. The application must include a site plan of the unit clearly showing the proposed positioning of the installation/change in relation to the unit, road and neighbouring units.
5. A written quotation for the work must accompany the application.
6. The installer must be a reputable company with staff qualified to do the work.
7. Specifications for the installation/change must be included in the submission and must conform to the laid down requirements in the Village. If possible, a colour brochure from the supplier and/or photographs must be included with the specification.
8. The applicant understands that if the installation/change does not conform to the specifications approved in this application, the Directors can issue an instruction for the removal of the structure and reinstatement of the unit to its original state at the owners cost.
9. Although the installation/change will be erected on common property, the applicant undertakes to maintain the installation/change at their own cost and the Directors reserve the right to take any action that may be necessary if this is not done.
10. Any damage to the existing structure or common property caused by the installation, or attributable at a later stage to the existence of the installation, must be immediately repaired by the owner, at their cost.
11. Insurance of the installation is the responsibility of the owner and the premiums arising therefrom will be for the owner's account.
12. It is the responsibility of the owner, should they sell the unit, to ensure that the purchaser is aware of the conditions of this application.

**Specific Terms and Conditions**

13. Water Tanks must be placed in an appropriate position.
  - a. If this is the courtyard, it must not hinder access and it should not protrude above the courtyard wall.
  - b. If not in the courtyard, the location must be adjacent to a unit wall, (i.e. not in the middle of a garden). Neighbours adjacent to the position should approve this location. This approval shall be attached to this application. The Committee may require the applicant to place suitable shrubs to screen the tank from view.

14. A plan of the proposed installation must be attached to the application. This must clearly indicate:
  - a. Where the water tank will be located.
  - b. The specification of the tank must be attached to this application. i.e. capacity, dimensions, material of construction. (ideally attach a brochure or photo of the tank type).
  - c. Changes to gutters and downpipes (Include diagram)
15. Only the following colours will be considered: Rusty Brown, Terracotta, and Beige or similar. The colour must be indicated on the quotation.
16. Any changes, and associated costs, to the gutters and down-pipes in order to feed rain water into the tank will be the responsibility of the owner.
17. Under no circumstance may the rainwater irrigation system be linked to the municipal water system.
18. By signing this application form, the applicant acknowledges having read, understood, and accepted the General and Specific Terms and Conditions associated with this application.

Applicant Signature..... Date.....

**Application**    Approved    Declined

**Signatures**

Chairman Infrastructure Committee ..... Date.....

Chairperson Aesthetics Committee..... Date.....

General Manager Signature ..... Date.....

**Comments**

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**Checklist**

- Signed Application
- Quotation from supplier installing
- Specifications included in quotation
- Plan of unit with proposed positioning
- Gutter diagram
- Installer qualified
- Approval of neighbours if outside the courtyard

**Inspection**

- Installation satisfactory
- Inspected by: .....
- Signature: .....
- Date: .....