



**MOHAMMED BIN RASHID
AL MAKTOUM CITY**

DISTRICT ONE

**DESIGN GUIDELINES
& ALTERATIONS POLICY**

DISTRICT ONE DESIGN GUIDELINES & ALTERATIONS POLICY

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Section 1: DISTRICT ONE DESIGN GUIDELINES

INTRODUCTION

Mohammed Bin Rashid Al Maktoum City - District One Design Guidelines ("Design Guidelines") highlight key aspects and design considerations that shall be adhered and complied with during the development of any of the residential plots or in the event of alterations to the existing residential villas/mansions of District One.

These Design Guidelines focus on the Architectural and Engineering regulations which the Developer or the Community Management may find fit to amend without prior notice.

DISCLAIMER FOR COMPLIANCE WITH LOCAL AUTHORITIES & DESIGN GUIDE LINES:

- I. Villa / Mansion plot owners shall comply with: (a) local codes and Authorities' regulations related to the design and execution of their villas or mansions; and (b) Community Design Guidelines provided by the Developer.
- II. Pursuant to the District One Residence Alterations Policy, all owners should obtain the Developer's No Objection Certificate ("NOC") prior to submitting documents related to the Alterations Work to the Local Authorities to ensure that all designs are in line with these Design Guidelines.
- III. The information, data and content contained in these Design Guidelines have been prepared in good faith and with due care. All dimensions, drawings, layouts, fittings, colors, specifications and any other details in these Design Guidelines are subject to change and the Developer and/or the District One Community Management ("D1 CM") have the right to amend these Design Guidelines as they deem fit and necessary without prior notice to the owners.

PLANNING & REGULATORY GUIDELINES

District One is a residential gated community. The phase 1 and 2 residential units are divided into the following two categories:

- I. Villas: 4, 5 & 6-bedroom G+1 residential units ranging between 500 & 1100 m² of BUA; and
- II. Mansions: 7 & 8 Bedroom B+G+1 residential units ranging between 1500 & 3000 m² of BUA.

To ensure the sustainability and convenience of the residents of District One, all home owners shall obtain a written NOC from the Developer and or the D1 CM prior to commencing any construction or alteration works. Such NOC shall be governed by the rules and procedures set out in the documents issued by the Developer and or the D1 CM from time to time.

BUILDING GUIDELINES:

1. ARCHITECTURE

1.1 VILLA & MANSION STYLES AND COLOR SCHEMES:

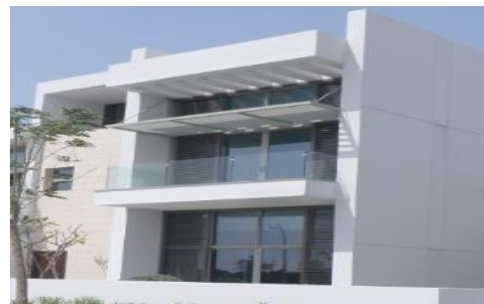
The District One development consists of three villa styles which are Contemporary, Mediterranean and Modern Arabic. Each style has unique features and architectural elements that express the look and massing definition. The following points express the outline of the design intent for each style:

1.1.1. Contemporary Design:

The images below illustrate some of the contemporary villa design elements and the color scheme that shall be used. The use of white color is the main domain of the contemporary villas with the use of external stone cladding that is either beige or grey depending on whether it is a villa or mansion. Shading devices are permitted to be used as an element in the design with a matching color scheme, as shown in the images below.



Villa



Villa



Mansion



Mansion

1.1.2. Mediterranean Design:

The images below illustrate some of the Mediterranean villa design elements and the color scheme that shall be used. The use of a light beige color is the main domain of the Mediterranean villas with the use of external stone cladding, clay roof tiles on sloped roofs, GRC elements and columns. Wooden shading devices and pergolas can be incorporated as shown in the images below.



Villa



Villa



Mansion



Mansion

1.1.3. Modern Arabic Design:

The below images illustrate some of the Modern Arabic villa design elements and the color scheme that shall be used. The use of white (for villas) and beige (for mansions) are the main domain of the Modern Arabic villas with the use of external stone cladding or wooden elements like shading devices, mashrabiya, balustrades and screens as shown in the images below.



Villa



Villa



Mansion



Mansion

1.2 FACADE COLOR SHADES AND MATERIALS:

1.2.1 Villas:

1.2.1.1 Contemporary Villas:

- a) Paint: Heavy Textured paint (color code 1105) from Jotun or similar in shade with a possibility of use of light grey paint colors as accent paints.
- b) Screens: Powder Coated Aluminum screens color code RAL7006 or similar or use of wood screens.
- c) Light grey colors of horizontal shading devices.
- d) Stone Cladding: Beige or Light Grey stone cladding.
- e) Safety clear glass balustrades for balconies.
- f) Clear glass windows / curtain walls or light grey color glass with light grey aluminum frames and extrusions.
- g) RCC or Aluminum trellis.
- h) External doors to be stained wood (Walnut / Iroko or similar)
- i) All villa garage design shall be plain with no projections or recesses and the paint shall match the villa paint color and type.



1.2.1.2. Modern Arabic Villas:

- a) Paint: Heavy Textured paint (color code 1105) from Jotun or similar in shade.
- b) Screens / Mashrabiya / Balustrades / external wood work is stained wood (Walnut/ Iroko or similar).
- c) Clear glass windows/ curtain walls or grey glass with brown aluminum members and extrusions.
- d) All villa garage design shall be plain with no projections or recesses and the paint shall match the villa paint color and type.
- e) Wooden or Aluminum Trellis (Walnut/ Iroko or similar).



1.2.1.3. Mediterranean Villas:

- a) Paint: Heavy Textured Antique paint (color code 1243) from Jotun or similar in shade.
- b) Pitched / Gabled roofs with clay roof tiles.
- c) White painted GRC elements and features.
- d) External wood elements (External Doors / Pergolas) to be stained wood (Walnut / Iroko or Similar).
- e) Clear glass windows / curtain walls or light grey color glass with light beige aluminum frames and extrusions.
- f) All garage doors to be in White color.
- g) Wooden or Aluminum Trellis (Walnut/ Iroko or similar)



1.2.2 Mansions:

1.2.2.1 Contemporary Mansions:

- a) Paint: Heavy Textured (color code 1105) from Jotun or similar in shade with a possibility of use of light grey paint colors as accent paints.
- b) Screens: Powder Coated Aluminum screens with RAL7006 or Similar or use of wood screens.
- c) Stone Cladding: Beige/ Light Grey / Grey stone cladding.
- d) Safety clear glass balustrades and Aluminum screens for balconies.
- e) Clear glass curtain walls or light grey color glass.
- f) RCC or Aluminum trellis.
- g) External doors to be Aluminum with Glass or stained wood (Walnut / Iroko or similar).



1.2.2.1 Modern Arabic Mansions:

- a) Paint: Heavy Textured paint (color code 10411) from Jotun or similar in shade.
- b) Screens / Mashrabiyyas / Balustrades / external wood work/trellis is stained wood (Walnut/ Iroko or similar).



1.2.2.2 Mediterranean Mansions:

- a) Paint: Heavy Textured Antique paint (color code 1243) from Jotun or similar in shade.
- b) Pitched / Gabled roofs with clay roof tiles.
- c) White painted GRC elements and features.
- d) External wood elements (External Doors / Pergolas) to be stained wood (Walnut / Iroko or similar).



1.3 FLOOR TO FLOOR HEIGHT FOR VILLAS & MANSIONS:

- 1.3.1 Villa floor height is approximately 4.00m (FFL to FFL)
- 1.3.2 Mansion floor height is approximately 4.30m (FFL to FFL)

1.4 SCREENING OF EQUIPMENT AND MEP INSTALLATIONS (VILLAS AND MANSIONS):

- 1.4.1 Installation of any equipment or MEP items should be recessed within the building envelope and MEP installations shall not be permitted to be exposed from the building facades or exposed above ground without proper screening and treatment.
- 1.4.2 Compliance with maximum building height provided by the Design Guidelines while designing the screens or parapets in all villa / mansion types is mandatory.
- 1.4.3 All screening types are subject to developer and or D1 CM approval.

1.5 EXTERNAL GLAZING:

- 1.5.1 The approved glazing shades in the development shall be limited to clear glass and light grey glass colors with a maximum external reflection of 20%.
- 1.5.2 The minimum requirements of the glass specifications must adhere to the Dubai Municipality green building regulations to achieve the appropriate thermal insulation of the Villa / Mansion.
- 1.5.3 Below are generic glass specifications that may be used as a minimum Performance Criteria:

- a) Clear Insulating Glass Unit: Minimum thickness of glass unit to be 24 mm (6/12/6 mm), hermetically sealed double insulating glass unit.
- b) Panel Make-up: Outer Lite: 6.00-mm clear glass, with neutral low-e coating on #2 as specified in this section and which must satisfy performance requirements. Glass shall be Heat Strengthened (HS) except for low or sill glazing which shall be Fully Tempered (FT).
- c) Inter Space: 12.00-mm thick air space.
- d) Inner Lite: 6.00-mm thick clear float glass, Fully Tempered (FT), tested as safety glass for low glazing. For insulating units in bathrooms and toilets, inner lite shall be frosted sandblasted glass.
- e) Dubai Municipality green building regulations for minimum and maximum requirements for external glass:
 - Thermal Transmittance (Summer U value): $U = 1.9 \text{ W/m}^2\text{K}$ (max)
 - Shading Coefficient (SC): 0.32 (max)
 - Light Transmittance: 0.4 (min)

If the glazed portion of a roof exceeds ten percent 10% of the roof area, then the glazed element must meet the following performance criteria:

- Thermal Transmittance (Summer U value): $U = 1.9 \text{ W/m}^2\text{K}$ (max)
- Shading Coefficient (SC): 0.25 (max)
- Light Transmittance: 0.3 (min)

1.6 BOUNDARY WALL DETAILS:

All boundary walls shall be solid and painted with smooth external textured paint with color code RAL 9003 and texture pattern (Texo compound medium pressed) from Jotun or similar.

No lighting fixtures, decorative elements and/or CCTV cameras are permitted to be installed on the outer side or on top of the boundary wall for all villas and mansions.

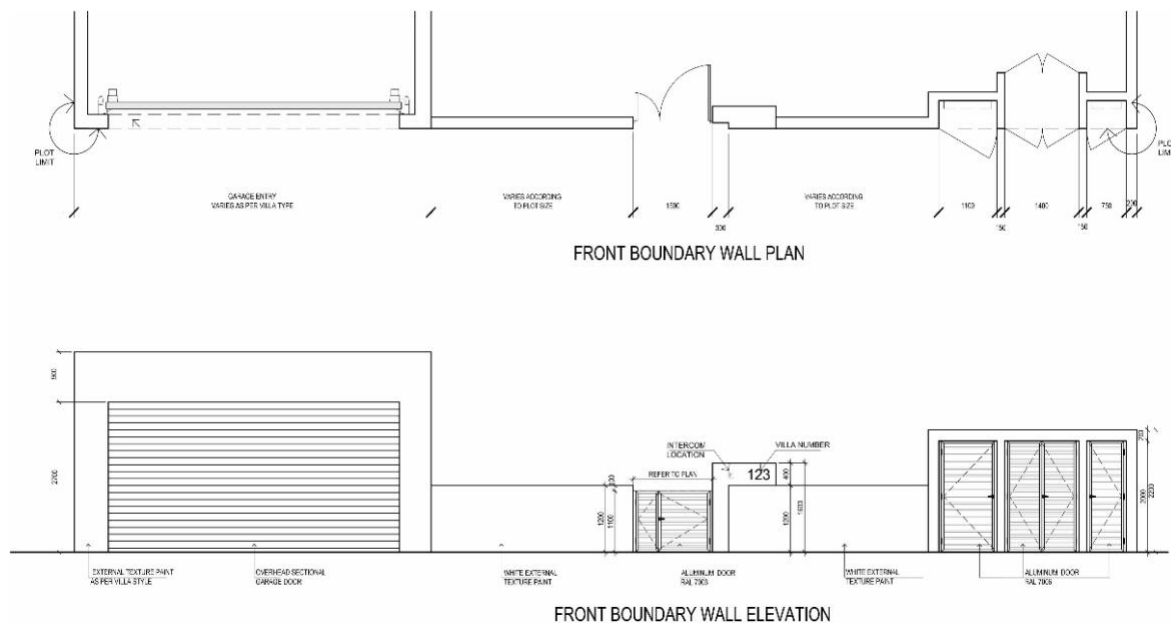
All doors of the main entrance gate, electrical meter enclosure, garbage enclosure and water meter enclosure shall be made of Aluminum extrusions with color code **RAL 7006**.

Garage Doors must be Aluminum Overhead sectional doors with color code **RAL 9010**.

1.6.1 Villa Boundary Wall:

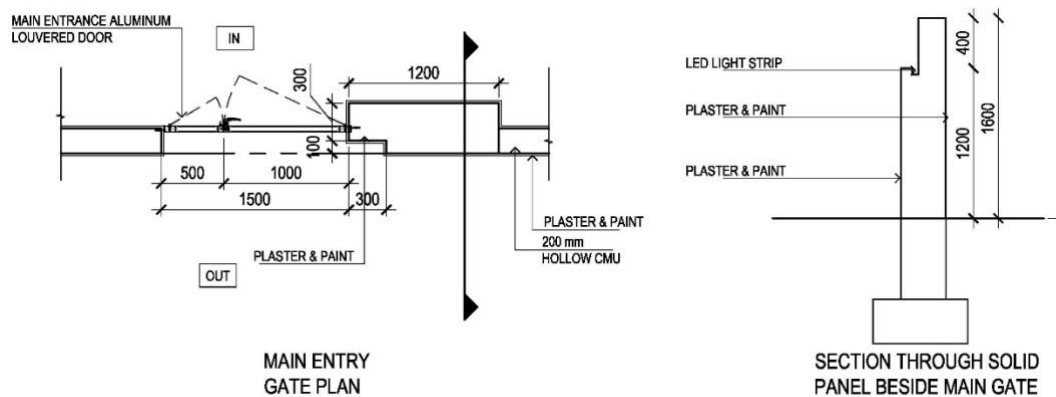
a) Front boundary wall:

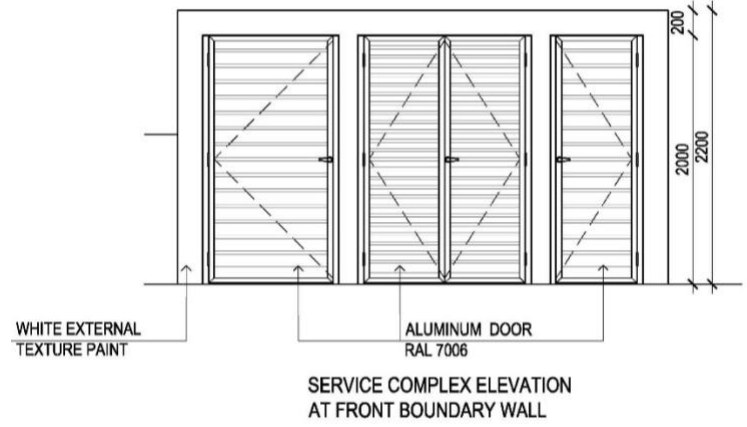
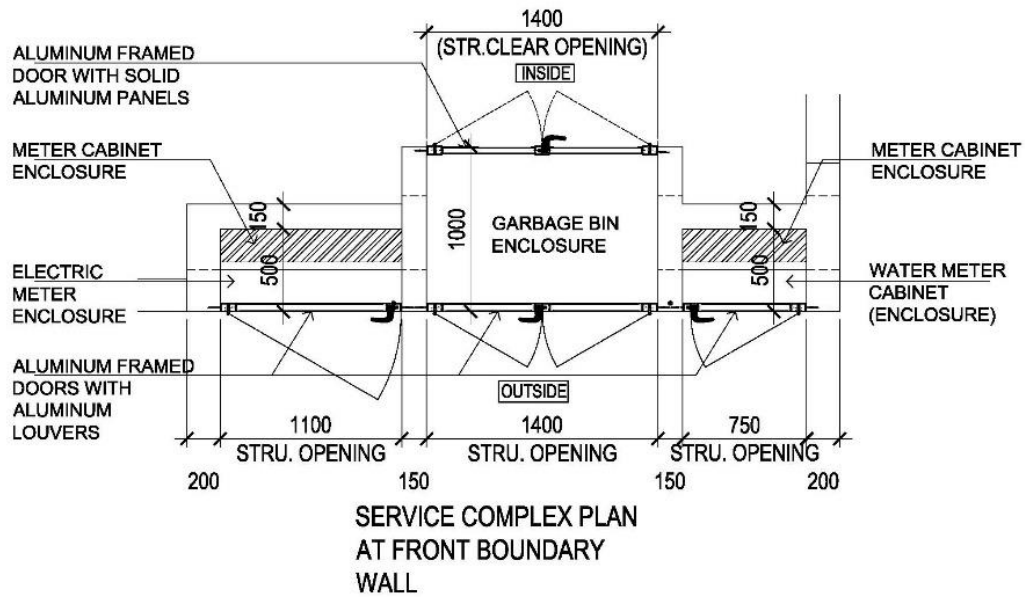
The villa front boundary wall is low with an approximate height of 1200mm and is constructed using precast concrete panels and completed with plaster and external texture paint. The front boundary wall is comprised of different components including: (a) the main entrance gate; and (b) the service complex which comprises of the electrical and water meter cabinet enclosures and a space for a waste bin (**Fig-01**).



(FIG.01 -Villa Front Boundary Wall Plan and Elevation)

The main entrance gate and villa numbering system form part of the villa front boundary wall. **Fig-02** below illustrates the details of the main entrance gate and villa number location and size.

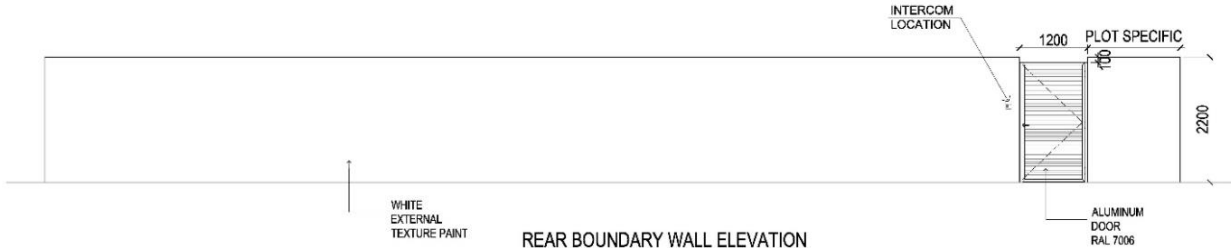




(FIG.05- Typical Service Complex at the Villa Front Boundary Wall)

b) Villas Rear Boundary Wall:

The villa rear boundary wall is to be constructed using precast concrete panels and completed with plaster and external textured paint finish. The maximum height of the rear boundary wall is 2200mm from gate level and painted with white external texture paint. The rear boundary wall has an aluminum entrance door for pedestrians which connects the villa to the external landscaping areas. (Fig.09)



(FIG.09-Villa Rear Boundary Wall Elevation)

c) Villas Side Boundary Wall:

The villa side boundary wall is to be constructed using precast concrete panels finished with plaster and painted with white external texture paint. The height of the side boundary wall is 2200mm from the height of the main

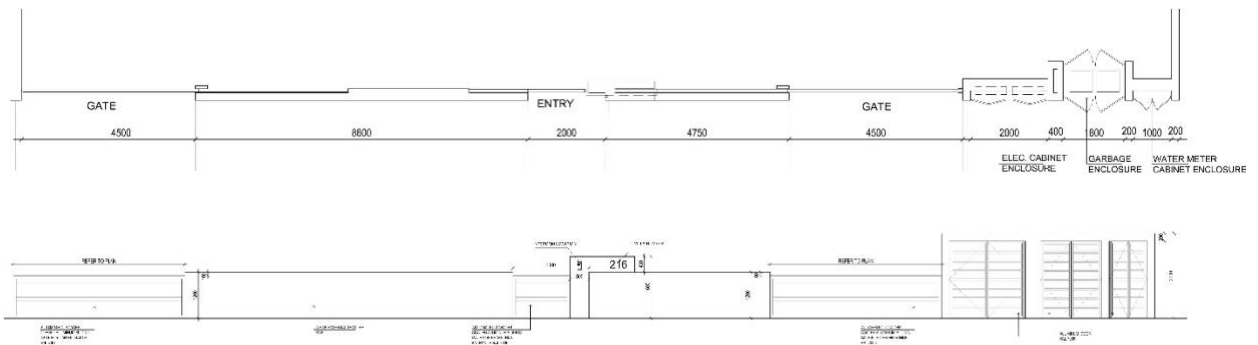
entrance gate and may vary based on site level differences between the front and rear boundaries of the villas.

1.6.2 Mansions Boundary Walls:

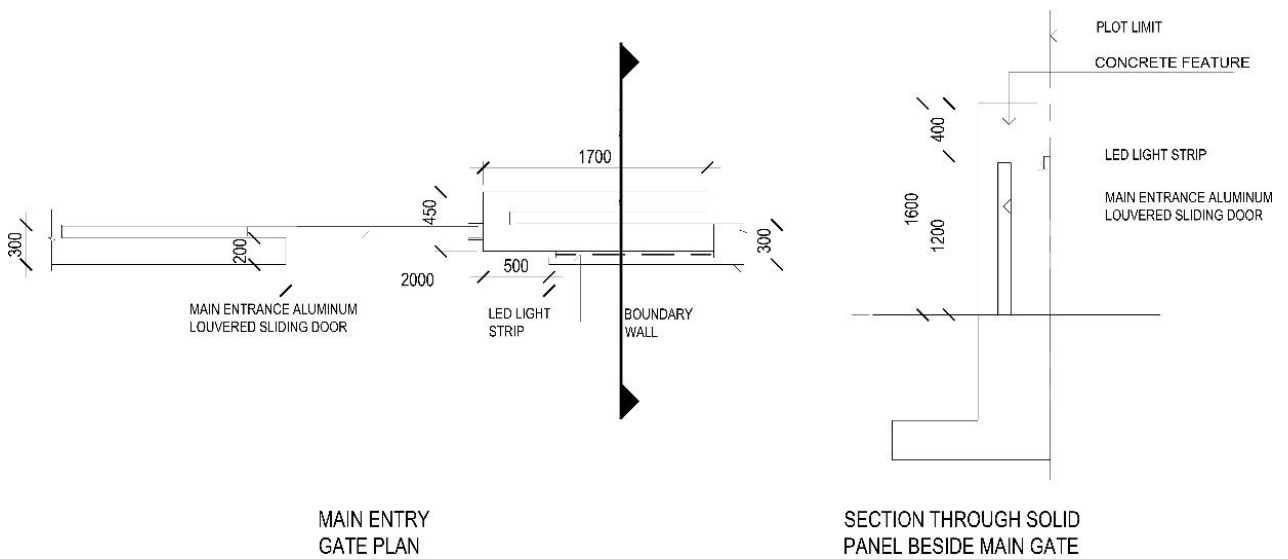
a) Mansion front boundary wall:

The mansion front boundary wall is low with an approximate height of 1200mm and is constructed using precast concrete panels or cast-in-situ concrete framing and block work and completed with plaster and external texture paint.

The front boundary wall is comprised of different components including: (a) the main entrance gate; and (b) the service complex which comprises of the electrical and water meter cabinet enclosures and a space for garbage collection, in addition to vehicular entry and exit as indicated below (Fig-11 & Fig-12).

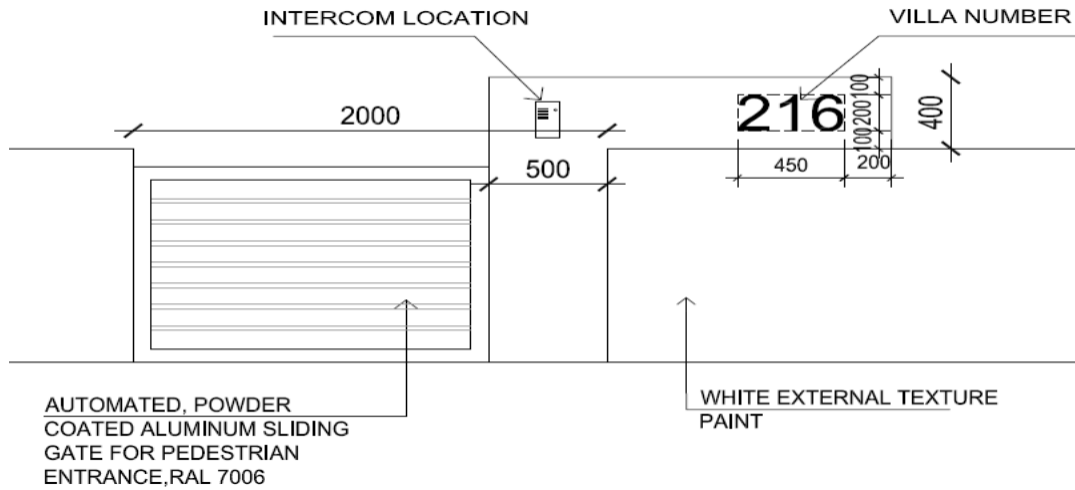


(FIG.11-Mansion Front Boundary Wall Plan and Elevation)

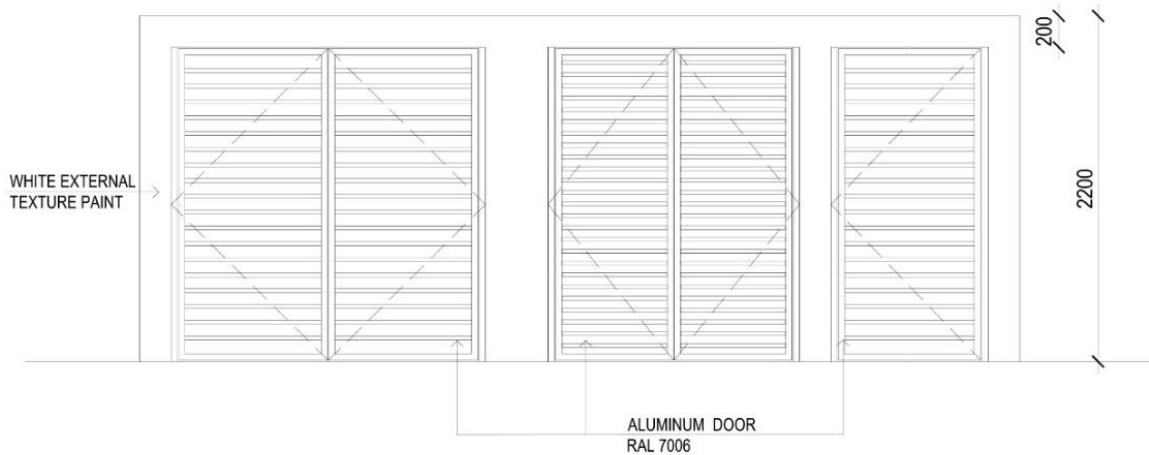
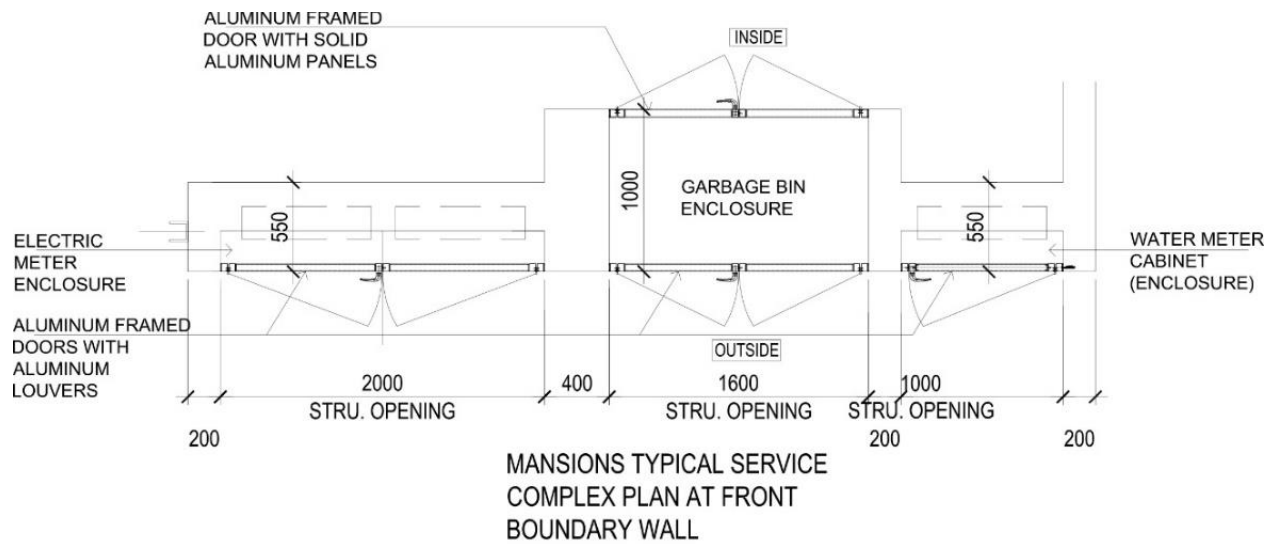


(FIG.12-Main Entry Gate Details)

The main entrance gate and street numbering system form part of the mansion front boundary wall . Fig-13 & Fig.14 below illustartes the details of the main entrance gate and mansion number location and size.



(FIG.13-Main Entry Gate Elevation)



MANSIONS TYPICAL SERVICE COMPLEX ELEVATION AT FRONT BOUNDARY WALL

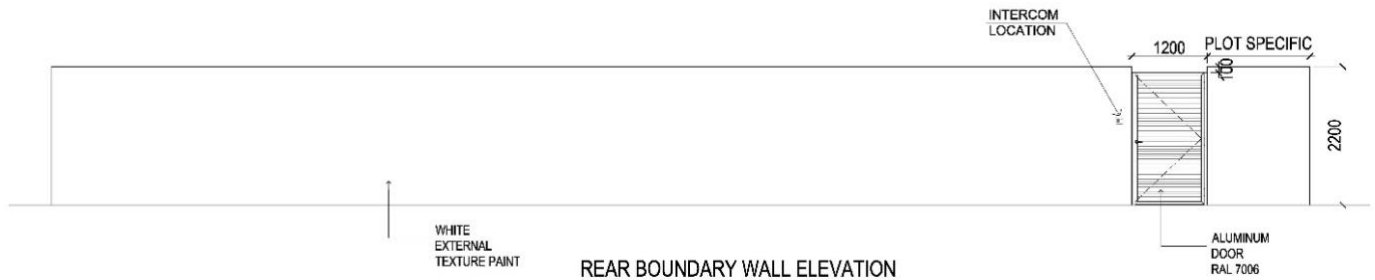
(FIG.15- Typical Service Complex @ Villa Front Boundary wall)

b) Mansions Rear Boundary Wall:

The mansion rear boundary wall is constructed using either precast concrete panels or cast-in-situ concrete framing

with block work in fill and completed with plaster and external textured paint finish.

The rear boundary wall has an aluminum entrance door for pedestrians which connects the mansion to the external landscaping areas. (Fig.19)



(FIG.19- Mansions Typical Rear Boundary Wall Elevation)

c) Mansions Side Boundary Walls:

The mansion side boundary walls is constructed using precast concrete panels or cast-in-situ concrete framing complete with plaster and painted with white external texture paint.

The height of the side boundary wall is 2200mm from the height of the main entrance gate and may vary based on site level differences between the front and rear boundaries of the mansions.

1.7 PERMITTED ANCILLARIES CONSTRUCTION IN SETBACKS AND WITHIN THE PLOT:

External ancillaries are permitted within the setbacks and subject to approvals by the Developer/ D1 CM/ Local Authorities. The types of permitted ancillaries are:

- a) External cabana;
- b) External shower;
- c) External counter top; and/or
- d) Pergolas and shading structures
- e) Enclosed Structures - Ancillaries

Enclosed Structures - Ancillaries

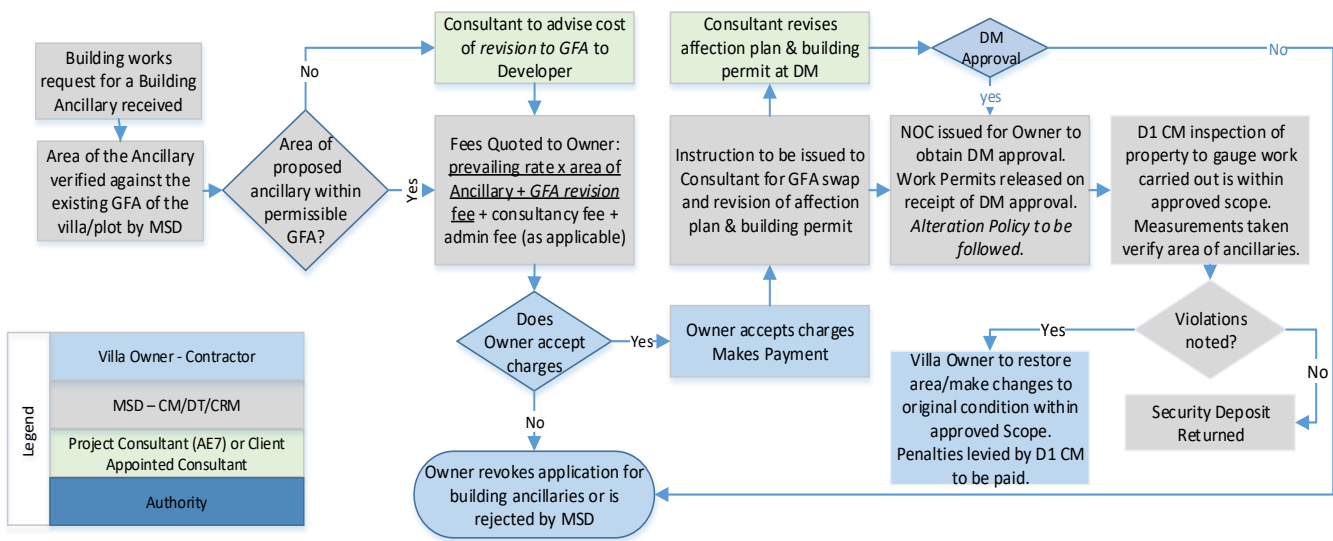
Upon receiving a request, the Developer will assess whether the proposed work(s) are for an enclosed structure within the villa/plot. Any structure that is enclosed will be subject to (i) charges based on the built up/sellable area and (ii) the corresponding GFA revision as required. Initially, the Developer will verify if the area of the proposed structure is within the permissible GFA for the plot (villa).

Any revision that is required to accommodate the structure by amending the base plot GFA will require the Project Consultant to make necessary revisions at Dubai Municipality. All related charges over and above the rate per square foot of the proposed structure must be agreed and paid for by the villa owner prior to obtaining an NOC.

In the event that the villa/mansion title is registered (post handover) with the Dubai Land Department, the villa Owner must appoint a licensed consultant to co-ordinate directly with the relevant authorities in order to make the required amendments with the Authorities (GFA, Affection Plan, Building Permit etc).

On completion of works the Developer/D1 CM reserves the right to access the property to ensure work carried out is within the scope of approvals issued and to carry out measurements as required. In the event of any violation to the approved scope of work the villa owner or their contractor may be asked to demolish/restore the area under violation, the developer/D1-CM also retains the right to claim damages from the villa owner.

The flow chart below indicates the process to be followed.



1.8 LANDSCAPE, SWIMMING POOL & EXTERNAL LIGHTS:

1.8.1 Landscape - Planting and Irrigation:

1.8.1.1 Planting:

- The use of massive plantings, tall growing shrubs or trees by owners must be avoided.
- Planting by owners should be restricted to a selection of shallow rooting species and the planted specimen must not encroach onto neighboring plots through its roots or canopy.
- The planting of trees by owners should not have an impact on the views available from neighboring dwellings at any time. Planting trees with an overall height exceeding 4 meters is prohibited within 3 meters of the boundary walls (based on respective plot configuration).
- Owners are prohibited from planting trees and shrubs with aggressive root growth and will be liable for any damage to neighboring property as a result, including damage to the structure, foundation or utility. For the purposes of these Design Guidelines, species with aggressive root growth include, but are not limited to, *Ficus* and *Conocarpus*.
- The planting by owners of Damas, Conocarpus (*Conocarpus lancifolius* or other similar species), *Ficus Religiosa*, *Delonix*, *Bamboo* or *Eucalyptus* trees is strictly prohibited.

1.8.1.2 Irrigation and Watering of Garden:

- TSE supply for irrigation is not available inside the villa/ mansion plots.
- Irrigation system planning and its execution shall incorporate appropriate waterproofing to prevent the water saturation of adjoining structures.
- Trees, Shrubs and Ground Covers must preferably be supplied by a drip irrigation system.
- Irrigation Tank, Equipment and Pump room shall be constructed underground or within a soundproof enclosure not visible to neighbors.
- The use of grey water systems shall be permitted upon providing all necessary installation and compliance certification in accordance with the health and safety regulations of the Local Authorities. A Developer/ Community Management NOC must be obtained prior to installing any such systems.

No connection of any of the above-mentioned water bodies to the Sewerage or Storm water system is permitted without consent from the Developer and/or Local Authorities and an inspection of the works.

1.8.1.3 Hardscape and Paving

- Hardscape shall not exceed 70% of the plot area excluding the area of the building foot print
- Paving shall be a minimum of 50 mm above planting beds.
- Paving materials shall comply with the Dubai Municipality Solar Reflective Index (SRI) values.
- Paving and paving bases shall be permeable.
- All hardscape falls shall be constructed towards planting areas and away from dwelling structures.

1.8.2 Swimming Pools, Jacuzzis, Water Fountains or other Water Bodies

- a. Swimming Pools, Jacuzzis, Water Fountains or other Water Bodies shall be in the rear or side of the plot.
- b. Works shall not impact the structural integrity of the property or boundary walls and shall be built with a minimum of 1 meter offset from the boundary wall based on the applicable plot.
- c. Pool safety shall comply with Dubai Municipality regulations.
- d. Plant/equipment shall be enclosed or located underground to prevent nuisance to neighboring properties.
- e. The maximum depth of water features shall not exceed 0.3 meters.
- f. Still water bodies are prohibited.

1.8.3 Shade Structures (Pergolas, Canopies, Tensile Structures and Gazebos)

- a. Structures shall not exceed 7% of overall plot area excluding building foot print and shall not be more than 2 nos.
- b. A free standing structure shall not exceed a height of 3.2 meters.
- c. A structure offset from the boundary wall shall not be less than 2 meters
- d. Structures must not obstruct visibility from neighboring properties or result in loss of light
- e. Design and materials should follow the architectural style of the dwelling
- f. A pergola may be enclosed up to 2 sides.

1.8.4 Permanent build outdoor structures

Structures shall not be located at the front of the property (e.g. seating, play equipment, kennels, bar/counters, grills, Ovens).

1.8.5 Lighting

- a. Lighting design shall comply with user performance requirements and Local Authority's regulations in terms of consumption and fixtures used.
- b. Lighting must be contained within the plot limits and boundaries with no spillage or glare to neighboring property or public spaces.

1.8.6 Solar Panel Installation

- a. Panels should be installed with an inclination less than 15-degree angle or flat as it shouldn't be visible externally or hindrance/reflection to neighboring properties.
- b. Number of panels can be restricted and approved subject to D1 CM/ Developer approval
- c. To be abide by the required guidelines as provided by the relevant authorities / D1 CM / Developer from time to time
- d. All approvals required as per relevant authorities should be obtained by the home owner.
- e. Panels to be removed or adjusted if any neighboring villa owner complains about the reflection from/due to the proposed solar panels.

1.8.7 Facade Modification

- a. Façade Modification including Front Door Replacement, Garage Enclosure, Changes for external elements including Aluminum louvers, Wooden screens etc. to be matched with existing design elements of the Villa.
- b. All screening types are subjected to developer or D1 CM approval.

2. MECHANICAL

2.1 **AIR CONDITIONING SYSTEM:**

- a. The air conditioning and ventilation systems must comply with Local Authority regulations.
- b. The air conditioning system electrical load requirements shall comply with the electrical load allocated for each plot.

2.2 **LPG SYSTEM:**

- a. LPG cylinders can be used in the development and the design of the LPG enclosure, piping layout and safety requirements shall comply with Dubai Civil Defense requirements.
- b. LPG cylinders must be located in the manifold provided at the side setback of the respective villa and mansion.
- c. Only Low Pressure Regulators are to be installed for LPG connection (28mbar to 37 mbar)

3. POWER OUTLETS AND CABLE DISTRIBUTION:

Power outlets for small power system, kitchen and mechanical equipment are designed and installed in compliance with Local Authority regulations.

3.1 EARTHING:

A complete earthing and bonding installation is provided throughout the villa and mansion. This is designed in accordance with the current wiring regulations and BS 7430 (British Standard).

3.2 ELV

- a. ELV Design which includes Telecommunication requirements, Security Systems and Smart TV Systems shall be taken into consideration.
- b. All antennas or Telecom Dishes shall not be exposed from the building elevations and are not permitted to be installed on building elevations, balconies or terraces.
- c. CCTV cameras are permitted to be installed on building elevations and the inner side of the plot boundary walls to fulfill monitoring and security requirements within the plot only. All such installations shall be subject to approval by the Developer/D1 CM.
- d. Camera feeds installed within the plot shall not be permitted to monitor neighboring plots and public areas.
- e. All system design and layouts are subject to Local Authorities / D1 CM / Developer approval and the plot owner to ensure that the fixtures, locations and selections are incorporated in the building elevations.

4. ABBREVIATIONS:

1	B+G+1	Basement + Ground+ First	7	LPG	Liquid Petroleum Gas
2	BUA	Built Up Area	8	MEP	Mechanical Electrical Plumbing
3	D1 CM	District One Community Management	9	NOC	No Objection Certificate
4	ELV	Extra Low Voltage	10	RCC	Reinforced Cement Concrete
5	FFL	Finish Floor Level	11	TSE	Treated Sewage Effluent
6	GRC	Glass Reinforced Concrete			

Section 2: RESIDENCE ALTERATIONS POLICY

The aim of this policy is to ensure that any alterations undertaken by home owners and residents are consistent with the appearance of the overall community. All home owners (or residents) are required to ensure that any alterations undertaken by them at their residence are fully compliant with this “Residence Alterations Policy”.

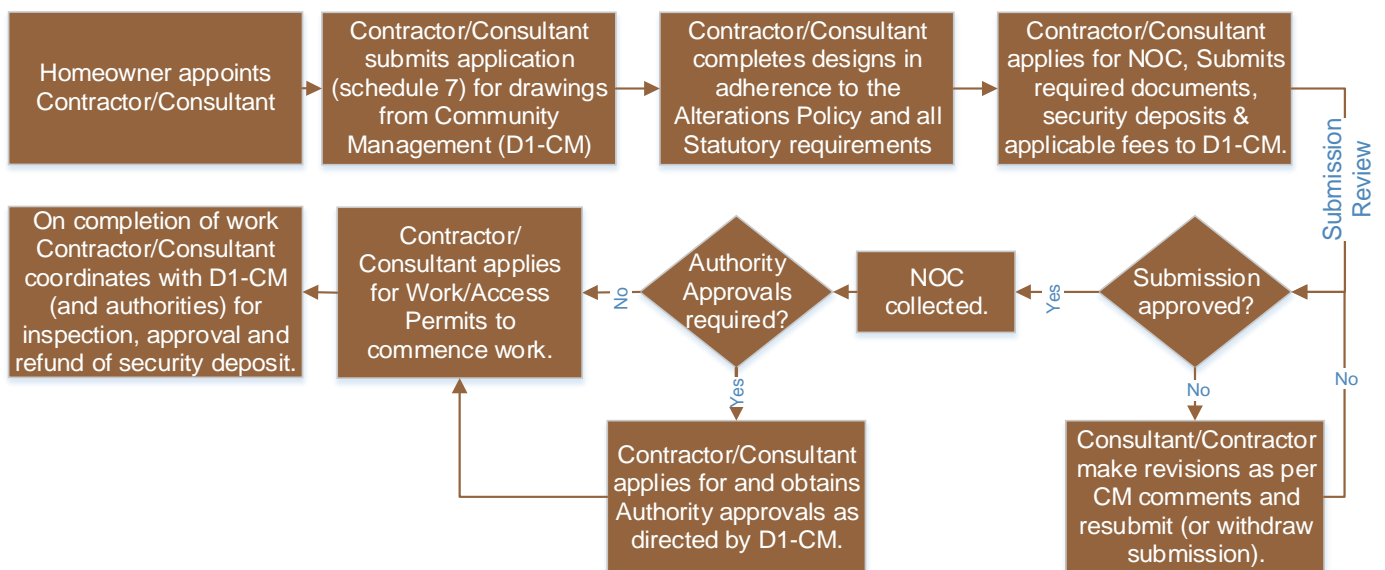
1. OVERVIEW

District One is a master planned and designed community, built in accordance with strict design philosophies. Careful attention has been paid to establish three distinct styles and maintain the iconic status of the project.

The purpose of this Residence Alterations Policy is to govern any Building Works to be undertaken within the Precinct in order to:

- regulate the look and feel of the Precinct;
- provide timely, fair and firm direction for each of the alterations desired;
- preserve the design integrity and architectural quality of the Precinct;
- maintain the high-end aesthetic standards that make the Precinct an attractive and sought after place to live;
- uphold property values for the home owners; and
- preserve the goals and requirements of the Master Development.

Process overview



2. WHO MUST COMPLY WITH THIS RESIDENCE ALTERATIONS POLICY?

All home owners and residents must at all times comply with this Residence Alterations Policy and any Building Works undertaken to a residence otherwise in accordance with this policy are strictly prohibited.

3. WHAT DOES THIS RESIDENCE ALTERATIONS POLICY REGULATE?

This Residence Alterations Policy regulates all “Building Works” to be undertaken by a home owner or a resident to their residence and no Building Works may be undertaken to a residence except as otherwise provided in this Residence Alterations Policy. The term Building Works includes any alterations, modifications, renovations, additions, decorations or fit-out works to a residence and includes (without limitation):

- the removal, opening or creation of any interior or exterior wall;
- changes to any external surface;
- changes to the type or quality of the materials used in the construction of the residence;
- alteration to the reflective nature of any external surface;
- changes to the soundproofing qualities of any materials or surface;

- f. alterations to the nature of any hard surface, paving or walkway;
- g. landscaping of the external areas of a residential plot and the installation of any water features;
- h. any changes to or the erection/installation of:
 - internal layout changes;
 - addition or alteration of external structural modification;
 - any sunscreen or sun shading devices (including erection of any awning, pergola, pagoda, gazebo or the like);
 - a swimming pool and/or Jacuzzi;
 - any aerials, electronic devices, external audio equipment (including external speakers and wiring); and/or
 - external lighting and/or security devices;
 - external barbeque stations, showers, pantries.

4. PROHIBITED WORKS

Please note that the following works are strictly prohibited and are not permitted to be undertaken;

- a. any alterations which prevent access to utility meters;
- b. the installation of a satellite dish/antenna visible to neighbours or to the precinct community in general;
- c. any alterations to the setback and maximum GFA (Gross Floor Area) set by the relevant authorities;
- d. any alteration to the boundary of a property; or
- e. the enclosure of any balcony, patio or open areas in general
- f. any works that affect existing waterproofing, earthing-lightning protection systems, fire-life safety systems
- g. any changes to the external façade or elevation of the villa

5. APPLICATION PROCESS

5.1 Application

The home owner should engage a licensed architect and structural engineer / MEP engineer (based on the magnitude of the alteration requested) in order to prepare the plans for the proposed Building Works, which must be submitted to the Community Manager (the "D1-CM"). Prior to commencing any Building Works, the following must be obtained:

- the written consent of the D1-CM (in the form of a No Objection Certificate - NOC);
 - all necessary approvals from any relevant authority as directed by the D1-CM and/or the Developer;
- a. To obtain an NOC for the desired Building Works the following must be submitted to the D1-CM:
 - the "Service Provider / Contractor Approval and Registration Form"(refer to Schedule 5) along with any documents specified; and
 - the "Building Works Proposal Form" (refer to **Schedule 7**) along with any documents specified;
 - b. The home owner must issue an authorisation (Schedule 5 - Service Provider/Contractor Registration and Approval Form) to their appointed consultant/contractor who will liaise with the D1-CM to obtain relevant as-built drawings, this Residence Alterations Policy, relevant guidelines, documents and forms (as published from time to time).
 - c. The applicant must pay a fee as published from time to time for the assessment of the Building Works Proposal by the D1-CM and any expenses incurred by the D1-CM in assessing such application.
 - d. The D1-CM may also require the applicant to pay a deposit as security against any damage caused to the Precinct Common Areas arising from the undertaking of the proposed Building Works. The amount of the security deposit will depend on the nature of the Building Works to be undertaken.
 - e. The Building Works Proposal Form must also be supported with the following documents and information:
 - copy of SPA or Title Deed of the residence;
 - passport copy of the home owner;
 - copy of tenancy contract (for leased property);
 - NOC from owner to tenant (for leased property);
 - a full description of the nature and extent of the proposed Building Works and method statement;
 - full programme of works;
 - relevant drawings and other requirements as detailed in section 5.1 and 5.2 below;
 - copy of contractors all risk insurance
 - confirmation on whether any Precinct Common Areas will be affected;
 - confirmation and evidence that all health and safety requirements shall be complied with.
 - f. In the event that the Villa owner/Tenant wishes to change the existing approved contractor, the following procedure must be followed

- Undertaking letter requesting the change in contractor including conformance to the issued NOC and approved design.
- Trade license copy of new contractor
- Security deposit cheque from the new contractor
- Please note that the previous NOC issued will be treated as null and void.

5.2 Preparation of Building Plans

The home owner should engage a licensed architect and structural engineer / MEP engineer (based on the magnitude of the alteration requested) in order to prepare the plans for the proposed Building Works, which must be submitted to the Community Manager.

5.3 Submission of Drawings and related documents

The home owner (or their nominated applicant) shall submit along with the application, three (3) sets of drawings (or as determined by D1-CM) and a soft copy (in a CD format) in compliance with the following:

- the drawings should be in an appropriate size that is clearly legible to adequately describe the proposed Building Works for review by D1-CM;
- the plans, section-, elevation and villa site/plot plan (as applicable) should be included;
- dimensions of the proposed Building Works (as applicable) should be clearly stated;
- the total height of the proposed Building Works in relation to a reference point including level of finished floor, and split-levels should be provided (levels to be indicated on plans as well);
- location of reference, Under Ground Sump, FIC (First Inspection Chamber) manhole and its invert level and location of water connection should be clearly shown (as applicable);
- the drawings should contain a schedule of proposed open / covered areas (if applicable);
- the drawings should contain a schedule of proposed doors and windows (if applicable);
- a coloured render view of the proposed building exterior and/or relevant images should be provided;
- photographs of all modifications including the installation of a pergola, trellis, awning, gazebo, patio or the like should be provided depicting the existing area and proposed change/addition. This must be provided as part of the completion process;
- the drawings should contain an area calculation;
- a materials schedule of external finishes should be included;
- landscaping design details and relevant plans should be provided (as applicable);
- the drawings (along with all forms to be submitted under this Alterations Policy) should be signed by the home owner and the architect;-
- the drawings must comply with (international) architectural standards; and
- all designs depicted in the drawings must be in compliance with all authority regulations, green building regulations and design guidelines.

6. CONSIDERATION OF APPLICATION

- Upon receipt of a Building Works Proposal Form and relevant supporting documents, the D1-CM shall use all reasonable endeavours to respond to the applicant within twenty (20) business days advising whether the Building Works Proposal has been approved.
- The D1-CM may require the applicant to submit further plans or specifications and may appoint consultants to review and make recommendations regarding the Building Works Proposal. All consultants' costs are the responsibility of the applicant and to be agreed prior to submission and review.
- The D1-CM may require revisions/ variations to the Building Works Proposal submitted by the applicant to ensure that the proposed work accords with this Residence Alterations Policy including, without limitation, keeping with the design standard and quality of the Precinct. The applicant may amend the Building Works Proposal and resubmit it to the D1-CM for consideration and approval.

7. AUTHORITY CONSENTS

- Only after receiving approval by the D1-CM of the Building Works Proposal, must the applicant, at their own expense, obtain all necessary consents, approvals and licenses (including for the avoidance of doubt, any necessary consent from any relevant authority) in relation to the Building Works outlined in the Building Works Proposal, as necessary or as directed by D1-CM.
- The applicant shall not commence any Building Works before he/she has provided a copy of the Authority Consent to the D1-CM and shall require written confirmation from the D1-CM that such Authority Consents have been received by the D1-CM before the home owner may apply for a work permit to commence the approved Building Works.

8. CONDITIONAL APPROVALS

D1-CM may make certain conditions on approval of the Building Works Proposal. These conditions may include (but are not limited to):

- a. a reasonable time frame for the Building Works to be completed;
- b. payment to the District One Master Developer for any additional gross floor area which will be added to the residence as a result of the Building Works at the District One Master Developer's then current book rate for such additional gross floor area;
- c. the hours and days during which the Building Works must be carried out; and
- d. the materials (with Specifications) to be used and methods of construction to be adopted.

9. CARRYING OUT THE APPROVED BUILDING WORKS

- a. The applicant or appointed contractor must present a copy of the NOC and apply for an access permit from the Community Facilities Management office.
- b. The Applicant shall proceed with the Building Works strictly in accordance with the Authority Regulations and Approvals, the approved Building Works Proposal, and this Residence Alterations Policy.
- c. In undertaking any Building Works, all debris must be regularly removed and the Precinct left clean and tidy at all times both during the undertaking of the Building Works and once the Building Works are completed. Any damage caused to any the Precinct Common Areas must be immediately repaired at the home owners own cost.
- d. During and upon completion of the Building Works by the applicant, the D1-CM may inspect the Building Works at any time to ensure that they are being, or have been, undertaken in accordance with this Residence Alterations Policy. The applicant must rectify, replace and/or remove any items, as notified by the D1-CM, that have been constructed or installed otherwise than in accordance with this Residence Alterations Policy as determined at the D1-CM's sole discretion.
- e. In the event that a resident undertakes the Building Works on behalf of the home owner, the home owner remains solely liable for the Building Works and for ensuring that the Building Works are undertaken by the resident in accordance with this Residence Alterations Policy.

10. BUILDING STANDARDS

In addition to complying with this Residence Alterations Policy at all times, a home owner (and, where applicable, resident) must ensure that all approved Building Works are undertaken:

- a. in compliance with all laws and regulations, the Governance Documents and this policy (including any guidelines and rules for the District One Master Community issued by the District One Master Developer);
- b. by a contractor approved and registered in accordance with the *Household Staff and Service Provider/ Contractor Policy* contained in the Home Owner's Manual;
- c. by an approved contractor who has obtained a *Temporary Vehicle Access Pass for Contractors*;
- d. by reputable, properly qualified and licensed professional service providers / contractors experienced in undertaking such Building Works;
- e. in a proper, workmanlike and timely manner;
- f. promptly and in a manner in which the least inconvenience is caused to other residents;
- g. involving the use of only high quality (and, where possible, new) materials fit for their purpose; and
- h. only after all necessary certifications have been obtained (including any engineer's certification and the like) to ensure that such Building Works do not impact the structural integrity of the residence.

11. LANDSAPING

11.1 PLANTING

- a. Planting shall be restricted to a selection of shallow rooting species and planted specimen should not encroach (by its roots or canopy) into neighboring properties.
- b. Planting of trees shall not obstruct or impact the views available from neighboring properties at any time. Trees with a height of 4 meters and above should not be planted within 3 meters of the boundary wall.
- c. Trees and shrubs with aggressive root growth (species like Ficus, Conocarpus etc.) shall not be planted and in case of damage to neighboring property (Structure, Foundation or Utility), the home owner will be liable.
- d. The Planting of Damas, Conocarpus, Ficus religiosa or Eucalyptus trees is strictly prohibited, any guidelines issued by the authorities in this regard should be adhered to.

11.2 IRRIGATION

- a. TSE supply for irrigation is not available inside the villa plot.

- b. Irrigation of trees, shrubs and ground covers must ideally be supplied by drip irrigation system.
- c. Use of grey water systems may be permitted upon submission of all necessary installation and compliance certification of health and safety regulations as set by the Authorities.
- d. No connection of water bodies to Sewerage or Storm water systems is permissible without authority approvals and inspection of works.

12 WORKING HOURS

Approved Building Works shall only be carried out on business days between the hours of 9.00 am and 5.00 pm (Sunday to Thursday) or such other hours approved in writing by the D1-CM.

13 BUILDING CONTRACTOR SIGNAGE

Approved Building Works contractors may erect one small promotional/commercial sign (maximum 1.5 feet by 2 feet) on the ground, near the garage or near the front door, within the plot of the relevant residence. Offending signage will be removed and disposed of by the D1-CM at the cost of the relevant home owner.

14 INSURANCE

All trades people who undertake any Building Works must be adequately insured and comply with all applicable laws. A home owner (and, where applicable, resident) that undertakes any Building Works indemnifies and keeps indemnified the D1-CM and the other home owners or residents against any loss that may be suffered by them resulting from any defective work undertaken and the entry of any trades people into the Precinct.

15 REVOCATION OF APPROVAL

The D1-CM may revoke an approval at any time without prior notice if the applicant does not comply with conditions of the approval including any condition that the Building Works be completed within a specified period.

16 INDEMNITY

The applicant indemnifies and shall keep indemnified the Precinct Owners Association, the D1-CM, the District One Master Developer and the other home owners and residents against all actions, proceedings, claims, demands, losses, costs, expenses, damages and liabilities (including any liability for any injury to any person or any damage to any land or property) arising directly or indirectly from the undertaking of the Building Works.

17 DISPUTES

The dispute resolution provisions contained in the Precinct JOPD apply to any dispute as to the interpretation or application of this Residence Alterations Policy and to any dispute with respect to the granting or refusal of any consent under this policy.

18 CLASSIFICATION OF ALTERATIONS / BUILDING WORKS

18.1 Major Alterations / Building Works

The applicant shall incur a fee as applicable and published from time to time by the D1-CM. Major Alterations / Building Works include but are not limited to the following (also refer to sections C & D of the table below):

- a. removal, opening or creation of any interior or exterior wall;
- b. extension of villa foot print (within FAR);
- c. changes to existing MEP and fire detection system;
- d. addition, extension and omission of doors, lifts etc;
- e. changes affecting LPG systems;
- f. external façade changes, additions or alterations;
- g. changes to the type or quality of the materials used in the construction of the residence;
- h. addition or removal of a swimming pool and/or Jacuzzi;
- i. erection of tensile structure/ sun shading device (including the erection of any awning, pergola, pagoda or the like); and/or
- j. landscaping (hardscaping works including civil and structural work) the external areas of a residence and the installation of any water features.
- k. external structures (changing areas etc.)

- l. ceiling works (affecting existing MEP and fire detection systems)

Note: Proposed works that fall under category 18.1 K - external structures are subject to the Developers Review and Charges as detailed under section 1.7 of the Design Guidelines above. Work can only commence after all required approvals have been obtained from the relevant authorities and are provided to D1-CM.

18.2 General Alterations / Building Works

The applicant shall incur a fee as applicable and published from time to time. Minor alterations include but not limited to the following (also refer to sections A & B of the table below):

- a. changes to the colour of any surface;
- b. alteration to the reflective nature of any surface;
- c. changes to the soundproofing qualities of any materials or surface;
- d. alterations to the nature of any existing hard surface, paving or walkway;
- e. any aerials, electronic devices, external stereo equipment (including external speakers and wiring);
- f. the erection of external lighting and/or security devices;
- g. ID works;
- h. landscaping - softscaping, hardscaping with interlock paving block, decking (no civil and structural works)
- i. replacement of existing sanitary wares, fixtures or accessories; and
- j. general MEP maintenance or repairs.
- k. Ceiling works (that do not affect the MEP and fire detection systems)

All approvals relating to residence modifications/alterations are subject at all times to the sole discretion and/or approval of the D1-CM and applications must be in line with all the architectural guidelines and Maintenance Rules.

19 PENALTIES

Any alterations, modifications, renovations, additions, decorations or fit-out works to a residence that do not comply with this Residence Alterations Policy, may incur a penalty charge imposed at the sole discretion of the D1-CM. In this regard, the following will apply:

- a. any Alteration / Building Works undertaken without the consent of the D1-CM shall incur a penalty and the same to be deducted from the security deposit, as determined and changed from time to time for each and every breach;
- b. the warranties and defect liability period shall be rendered void for any associated systems, fittings, fixtures and finishes; and
- c. any changes made without the prior approval of the District One Master Developer or the D1-CM will result in blockade of all requests, services etc. for the offending residence until the issue is remedied.

20 REFUND PROCEDURE

- a. After completion of the Building Works in the residence, the applicant must request for an inspection to be scheduled by contacting D1 CM.
- b. The Community Management Team will contact the home owner to schedule the date and time to visit the residence to inspect the Building Works to determine if they have been carried out in accordance with the approvals. Compensation towards any damages to the common area property shall be deducted from the security deposit.
- c. Following inspection, the Community Management Team will advise the applicant whether the security deposit will be refunded in part or full, or forfeited.
- d. If a refund is approved, the home owner must apply for a refund within 1 month of the date of confirmation of the approval, failing which the security deposit will be considered forfeited.

21 IMPORTANT NOTES:

- a. Warranties/DLP - any Building Works that affects the existing MEP systems, the structure, waterproofing, developer provided finishes will result in the warranties (whole or in part) becoming void.
- b. Fire fighting systems cannot be relocated, covered or replaced.
- c. All Authority guidelines and restrictions shall apply in consideration to any Alteration / Building Works proposed.

- d. All Building Works should comply with Environmental, Health and Safety Standards as set by Dubai Municipality.
- e. It is mandatory to obtain final approvals from Dubai Municipality and other local authorities as applicable prior to commencement of any Building Works in the residence.
- f. Any de-watering process carried out during the course of the Building Works must be extracted to the storm water drainage system and not to the common area sewerage system with authority approvals.
- g. The home owner (or their appointed contractors) must ensure a skip or trash bin sufficient to hold all construction / landscaping debris, is placed in front of the residence (within your property plot limit) during the course of the Building Works, which must be cleared in a timely manner. and
- h. It is the home owner's (or their appointed contractors') responsibility to arrange for the 'Temporary Vehicle Access Pass' with the Community Management.

Disclaimer:

I/we hereby confirm that we have read and fully understood all the provisions of this Residence Alterations Policy and associated provisions in the Homeowners Manual and agree to all the terms and conditions prescribed in this policy. I/we irrevocably and unconditionally indemnify and hold harmless Meydan Sobha LLC. FZ and/or D1 CM as the case may be, including without limitation against all physical accidents, proceedings, claims, cost, losses, damages, demands, lawyers' fees and all kind of expenses which Meydan Sobha LLC. FZ and/or the Community Management incur or sustain directly or indirectly as the result of any claim brought, or threatened to be brought, or proceeding or complaints against Meydan Sobha LLC. FZ and/or community Management and which are based upon or are in connection with the proposed Building Works I/we wish to undertake. I/we also understand that is solely our responsibility to adhere to all authority regulations and obtain relevant approvals from such authorities. All fees, charges or penalties are solely the responsibility of the home owner, their tenants or their appointed representatives. I/we also agree to undertake to adhere to any directives or punitive measures prescribed by Meydan Sobha LLC. FZ and/or D1 CM in relation to such Building Works.