

RULES AND REGULATIONS OF DPKAY DISTRICT ESTATE RESIDENTS' ASSOCIATION

PREAMBLE

Whereas the aims and objective of DPKAY District Estate Residents' Association are amongst other things to foster and encourage co-operation among residents, promote and protect the general welfare of its members, contribute to the social and economic development of the estate, to enhance the social and economic status of the Association, to inculcate into members the act of peaceful co-existence, honesty and restrain members from tarnishing the image of the Association or disrupt its activities and to promote adequate security for members of DPKAY District Estate; and

Whereas the above objects cannot be attained without proper rules and regulations; and

Whereas DPKAY is empowered to make such rules and regulations in furtherance of the said aims and objectives;

DPKAY hereby make the following rules and regulations.

RULE 1: FINANCIAL RESPONSIBILITIES

Subscription/Levy

1. Each household i.e. dwelling unit shall pay an annual subscription as determined by the Executive Committee of the Association. Such subscription shall be presented before the General Meeting and approved by the votes of a simple majority of members present.
2. From time to time, a General Assembly Meeting may approve any stated sum of money for special projects as may be reviewed by the Executive Committee at its General Meetings, into the account of DPKAY.
3. Payment of annual dues is mandatory to all members of the Association and all Residents of DPKAY District Estate enjoying the benefits of the common infrastructure and other services provided by the Association.
4. Annual subscriptions shall be due and valid from January till December of each year. However, residents who move into the Estate any month after June 30th of any particular year shall pay 50% of the subscription dues charged for that year. Such discounted dues shall be valid till December of that year.
5. The Executive Committee may from time to time piquet the entrances into the estate in order to ensure compliance by residents with obligations under these By-Laws.

Periodic Fees and Bills

1. **Annual Maintenance and Security Charges:** these are payable to DPKAY and may cover payment for provision of the following services:
 - i. Refuse collection and disposal,
 - ii. Drainage maintenance
 - iii. Street light maintenance and repairs, including payment for NEPA consumption for common areas and maintenance, repairs and replacement of transformers.
 - iv. Street sweeping and maintenance;
 - v. Clearing of sewage and drains where necessary;
 - vi. Common Green Areas;
 - vii. Bush clearing;
 - viii. Security.

- ix. Running of the administrative office.
 - x. Procurement and Maintenance of generator or Solar for the gate, DPKAY office and estate entrance lighting.
2. **Capital Expenditure:** DPKAY may from time to time purchase or incur some capital expenses such as those for the acquisition of generator or adequate voltage to power street light in the absence of electric power from the Power Holding Company of Nigeria Plc. (PHCN) or replace the old or obsolete one. To this end, members shall pay as a levy, a stated sum of money to be recommended by the executives committee.

RULE 2: ENFORCEMENT

- 1. The secretariat of DPKAY (“the Secretariat”) is the enforcement arm of DPKAY with full power to enforce these rules and regulations.
- 2. Failure to pay annual dues as at when due will attract penalties such as cessation of refuse disposal services where applicable. In addition, any other privilege associated with residing in the estate may be withdrawn from any resident who fails to meet his/her financial obligations.

RULE 3: SAFETY CONDUCTS AND SECURITY RESPONSIBILITIES OF RESIDENTS

- 1. **Safety**
 - i. **External Contractors:** In the interest of the security and safety of all residents of the Estate, no building contractor or any other contractor (Electricity, Plumbing, Masonry, etc.) will be allowed into the estate unless the workers are duly registered with the Secretariat and are in possession of a valid entry permit upon payment of the applicable fee.
 - ii. All building materials must be loaded and stored on the property to be developed and not on the street. Construction site owners must ensure that drainage channels are not blocked at any time. Construction sites in violation of this clause will be locked up until a fine of N50, 000.00 (Fifty Thousand Naira) is paid as penalty for violation.
- 2. **Traffic Control**

Vehicular traffic shall be guided as follows:

 - i. Speed Limits: All Roads - 25Km/h
 - ii. No driving on the wrong side of the road at any time whatsoever.
 - iii. Drivers shall have due regards for other road users particularly children, joggers, cyclers and pedestrians.
 - iv. Pedestrians are advised to use the sidewalks always. Joggers are advised and encouraged to practice all safety measures when jogging and avoid jogging/walking in the dark without illuminated gear.
 - v. Learner Drivers are prohibited from driving within the Estate without the prior approval of the Estate Secretariat duly sought and obtained.
- 3. **Identification**
 - i. Upon payment of Association dues all residents of the estate, including domestic servants, must have either have the Dpkay Residency Card, be added up as a dependent on the DPKAY app or given a code.

- ii. Financial members are entitled to 4(four) identification cards and car stickers per single dwelling unit and 2(two) of each per flat. Any requests for extra cards and stickers shall be subject to the approval of the secretariat and the payment of the prescribed fee.
- iii. Schools and Businesses within the Estate are to give their students, workers and members of their congregation stickers to indicate that they are students and workers (whichever is applicable), for proper identification.

4. Parking

Indiscriminate parking is hereby prohibited in the estate.

- i. Vehicles without DPKAY stickers must not be parked outside on the roads overnight.
- ii. Parking cars on the curb within the estate is hereby prohibited
- iii. Non stickered cars parked on the streets overnight may be towed at the owner's cost.
- iv. All road signs are to be strictly obeyed. Non adherence will lead to the towing of the vehicles or the deflation of the tires with sanctions imposed for their release.

5. Domestic Animals

- i. Residents must ensure that dogs and other domestic animals are kept within their premises. When walking their dogs, residents are advised to ensure that the dogs are under the care of an adult and on a leash. Pet owners must ensure that their pet feces are immediately collected and properly disposed of.
- ii. All dogs or other pets allowed outside residents' premises must have a means of identification, bearing the name of the animal and the owner's name and address. This will assist the appropriate authority in determining the ownership of such animals.
- iii. Residents must ensure that their pets undergo regular medical checking/treatment. Residents will be expected to produce on demand, evidence to show that their pets have undergone the requisite medical examination/treatment.
- iv. Any dog or pet found on the street without any identification tag will be considered a stray animal and arrested.
- v. The Secretariat reserves the right to employ any reasonable means to rid the estate of any stray animals.

6. Safety/ Conduct of Children

- i. Children below the age of 12(twelve) years should not be on the streets after 8.00pm unless accompanied by an adult.

7. Conduct of Residents

- i. All residents shall abide by the rules and regulations of these Estate to promote peace and unity amongst Residents and Estate Management/ Staff
- ii. Every action of Residents must be carried out in a lawful and respectable manner.
- iii. The use of dehumanizing, foul and derogatory languages or attitude is prohibited and any Resident found defaulting shall be sanctioned appropriately by the Executive Committee of this Association. This applies to both online and offline activities (Whatsapp platforms, face-to-face interactions, social media etc)

- iv. In the eventuality of a disagreement between two or more Residents of the Association, any of the aggrieved party shall report to the Estate Management first. Where the Estate Management is unable to resolve such dispute, the Management shall transfer such dispute to the appropriate Government agencies; in order to avoid a breakdown of law and order or abuse of of power within the Estate
- v. No Resident is permitted to trespass into the residence of another without prior consent from such Resident. Where found defaulting of trespass, such Resident shall be sanctioned by the Executive Committee.
- vi. The use of any objects that can cause bodily harm or loss of life during altercations between two or more Residents is highly prohibited and such intentional misconduct will be sanctioned by the Executive Committee of the Estate.

8. Conduct of Domestic Staff

- i. Residents are advised to educate their domestic servants on the Rules and Regulations of the estate and are further enjoined to monitor the movements and conduct of their staff particularly ensuring they do not roam the estate at night.
- ii. Residents are required to inform the secretariat of any domestic staff no longer in their service for proper monitoring. Please ensure that upon disengagement, identification cards are withdrawn from the staff, or where not withdrawn, such persons' names and photographs must be submitted at the DPKAY secretariat.

RULE 4: RECREATIONAL FACILITY/PARK WITHIN THE ESTATE

Recreational facility and parks within the estate, where these exist, are for the benefit of residents who have duly paid their annual dues and levies.

RULE 5: SECURITY

- 1. Members are enjoined to be security conscious and report any incidence of suspected crime(s) to the police or any of the Estate Security Agents. The relevant telephone numbers are obtainable at the Secretariat. In the event of an emergency, members may call the Lagos State Government Emergency number: 767.
- 2. All residents are required to obtain Dpkay District Estate car stickers for their cars, the Dpkay Doxpass App for code generation/dependent registering and the Dpkay Residency Card in order to conveniently gain access into or out of the Estate.
- 3. Members are advised to take additional measures in their homes. These include;
 - i. Installation of homes security system.
 - ii. Use of car alarm and panic button.
 - iii. Private security guard(s) properly screened.

RULE 6: ENVIRONMENT

1. Residents of the estate should always ensure that their surroundings are kept clean at all times.
2. Each unit within Dpkay must have a LAWMA Standard waste bin and be registered with the Estate PSP for their weekly waste disposal.
3. Residents must not allow their sewage, diesel and oil to flow into the Dpkay District Drainage as this may occasion environmental hazard that may cause an epidemic. Any residents violating this rule shall be surcharged for the clearing of the sewage. Violators shall also be reported to the appropriate authorities for sanction.
4. Illegal kiosk(s), structures for shops, and selling points of any kind are strictly prohibited within the Estate. Kiosks, structures for shops and selling points constructed or set up in violation of this clause will be demolished after (7) seven days' notice has been given for its removal.
5. Hawking within the Estate is strictly prohibited. Violators will be arrested and prosecuted.
6. No street parties are allowed within the Estate.
7. Residents are enjoined to maintain their front garden and keep their surroundings tidy.
8. Residents are enjoined to sound proof their generating sets and position them in appropriate places within their compound so as to prevent them from constituting nuisance to neighbors.

RULE 7: ELECTRICAL INSTALLATIONS AND EQUIPMENTS

1. On no account whatsoever are residents permitted to tamper with any public electrical equipment within the estate.
2. All external electrical faults are to be reported to the Secretariat for immediate action and repairs

RULE 8: NOISE

1. Residents are enjoined to desist from persistent hooting of horn particularly at night. Residents are advised to install doorbells at their gates for access to their houses.
2. Residents are advised to minimize noise emanating from their household in kind consideration for peaceful co-existence with neighbors. In addition, the noise level should be kept low when parties are organized. Organizers of such parties are advised to stop music at 10.00pm in consideration of neighbors in the Estate. The music shall be allowed to exceed 10.00pm only upon prior application and grant of a special permit for such purpose from the Secretariat.
3. Resident should also be considerate with level of noise from their audio and video appliances.

RULE 9: BUILDING DEVELOPMENT

1. No construction and/or renovations whatsoever must be commenced or continued on any plot of land within the Estate except:

- i. In strict compliance with the Approved Building Plans from the relevant Statutory Authority.
 - ii. The plot owner/developer is in possession of a valid and subsisting Work Permit issued by the Secretariat in respect of the Building.
 - iii. The plot owner/developer must have paid all DPKAY levies pertaining to all commencement of building activities
2. DPKAY shall ensure the proper compliance with such Planning Approval.
3. The plot owner /developer must immediately dispose of all rubble on the streets and pavements where renovation is carried out.
4. All construction works shall be concluded before 6 p.m. on a daily basis but no construction work shall be carried out on Sundays and on public holidays.
5. Any building constructed in contravention of paragraph A above will be recommended for demolition. All such demolitions will be done at the expense of the plot owner/developer. DPKAY shall ensure that the appropriate authority (e.g. PHCN, in the case of electricity) bars the entire plot from being connected to any public utility services (e.g. water and electricity) until all contraventions have been rectified to the satisfaction of the Secretariat.
6. Enforcement of all guidelines, stipulations and conditions governing building construction shall remain vested in the Secretariat and the relevant Statutory Authority, which shall uphold and enforce all regulations relating thereto and may take all steps deemed appropriate to ensure compliance with same.
7. Any building development that is going on, pursuant to an approval contrary to the master plan of the estate, shall be challenged by DPKAY.
8. DPKAY shall levy any building development that will put undue pressure on the facilities already existing in the estate. The sum levied shall be employed in sustaining or repairing the facilities.
9. DPKAY shall cause any building developer (falling within the provision of (E) above to incorporate all the provisions and covenants relating to building construction in their Sale Agreement with third parties to bear the cost of such levy.
10. Residents shall comply with all provisions and covenants relating to building construction and general usage.
11. DPKAY shall liaise with neighboring estates to ensure that all City, Township and other relevant Building and Planning Laws are adhered to within the estate.
12. Residents are enjoined to act as “monitors” to protect the Dpkay District environment. They are to report immediately to the Secretariat any observed untoward development, contravention of the constitution and bye-laws or conversion of building to non-conforming uses to enable the Estate enforcement team take immediate action to stop such violation.

RULE 10: CONVERSION

1. Houses in the residential area are designed strictly for that purpose (Residential). No trading outlets, offices or school of any kind, or beauty salon or any building for any commercial purposes of any kind, is allowed in any form, except where they exist in compliance with Building and Planning Laws within the Estate. No conversion shall be allowed.
2. Posters are prohibited on fences within the Estate. A notice board shall be provided in appropriate areas within the Estate for approval notice and posters.
3. It is encouraged that residents paint their houses every three years, based on the average life span of paint. Where applicable, residents are also encouraged to maintain scheme (where such rule exists) in their close or street, as much as possible.

CHAIRMAN

GENERAL SECRETARY