

## Welcome pack summery

The President **Rodolfo Rieznick**, the Vicepresident **Magnus Mähl** and the board members **Vicki Bordewich**, **Bettina Wurm** and **Jan Bloom**, welcome you to your new home in El Capistrano Playa. We hope you enjoy living in our *Comunidad* as much as we do and look forward to meeting you.



Rodolfo Rieznick



Magnus Mähl



Vicki Bordewich



Bettina Wurm



Jan Blom

El Capistrano Playa is a unique development designed by architect **Bernardo Pozuelo**, who has won awards for his wonderful architecture, which we strive to maintain as the architect envisaged.

Please visit our community website [www.capistranoplaya.es](http://www.capistranoplaya.es) where you can find information about the community. The administrator will forward to you the necessary registration details.



Our administrator **Susana C. Oetiker** also welcomes you to Capistrano Playa.

The address for her office is:

*Avda. Castilla Pérez 60, Local 13, Nerja 29780 Málaga  
Tel (34) 656 40 43 18 email [Susana.Oetiker@gmail.com](mailto:Susana.Oetiker@gmail.com)*

Your Welcome Pack contains important information regarding the *Comunidad* regulations and other relevant information. Below is a list of the contents of the pack, please read through them carefully.

- How your Community works
- Copy of Statutes and bylaws
- Do's and Don'ts (separate document)
- Application for approval of exterior building works by the community, Information-Form to present to the community in any case of building works & Procedure for apartment modification (flow chart)
- Minutes of the previous year's meeting including the date of the next annual general meeting

General information about Payment of community fees and websites, Advice for building and insurance, Community office, Contact numbers: the site manager and other staff, Emergency numbers, Recommended literature for new owners living in Nerja, will be provided herein.

**If you are renting your apartment please ensure that a copy of the Do's and Don'ts is placed in a prominent position for your tenants to read and adhere to.**

We hope this file helps you to settle into your new home. If you have any queries regarding this file please contact either the administrator's office or the President whom can also be contacted through the administrator's office and we will try to assist you in any way possible.

*Kind regards,  
The Board*

### **General Information:**

#### **1. "POZUELO DOCUMENT": El Capistrano Playa – Buildings**

**The Architect Bernardo Pozuelo**, lives in Nerja. He is a **master of rural Andalusian style** but he also skillfully mixes modern functionalism with traditions.

**There is a balance** of different materials: wood, iron, stone and glass. In El Capistrano Playa the dark brown wooden frames and the black iron railings give the site structural and visual strength.

**El Capistrano Playa has elements of Andalusian village** like Frigiliana. You can see the tower, pond and the archades that remind us of the moorish past. El Capistrano is an extraordinary example of touristic architecture, too. And it should be treated like one.

**Some works of Pozuelo in Nerja:** Capistrano Village, San Juan de Capistrano, Oasis de Capistrano, El Capistrano Playa, Riu Monica, Plaza Cavana, Townhall, Facades of the Plaza de España, Toboso, Marina Turquesa.

He has planned over 4700 dwellings in Nerja (530 000 m2). Because of this vast lifetime work traditional white houses with gardens are still an essential part of the town. **And one of the best examples of them is El Capistrano Playa.**

We have to thank Pozuelo for the whole good image of Nerja. He has done the same to Nerja as his former friend, the famous artist **César Manrique** did to Lanzarote. It would **work for our benefit** if we could **promote more the architect, who created this landmark building.**

**Pozuelo has left behind the daily architect's work, but he is active in politics and works as a "concejal" in the townhall.**

### **Buildings – Visual guidelines and Rules**

It is every owner's advantage to keep in mind the original design of El Capistrano Playa. If we make radical changes, there will be visual disturbance.

**The aesthetic value of El Capistrano Playa diminishes, and at the same time also the economic value goes down – like of any artistic piece, which is not taken care of.**

El Capistrano Playa is not a protected building, but we should respect the designs of Pozuelo. If somebody would make changes in the houses of **Antonio Gaudi**, it would be a cultural scandal.

#### **Pozuelo's advice**

Timo Rautava had a chance to meet Bernardo Pozuelo in Nerja, and in this meeting he gave a couple of rules that should be kept in mind when doing refurbishments and maintenance work:

- 1) We have to be **considerate with the facades** that can be seen from the street and common places. There is a **law in Spain prohibiting changes of facades.**
- 2) **The roofs. Material must be real brick**, not imitations that just look brick.
- 3) **The walls must be all white.**
- 4) **The iron railings, the "rejas", must be black.**
- 5) **Windows or doors may only be replaced**, same for same. The size or colour should not be changed. The aluminium that looks like wood can be used in window frames and sliding doors etc.
- 6) **Fashionable covering of the balconies with large windows** should not be allowed
- 7) The amount of the **satellite dishes should be reduced.** There are new smaller equipment coming and many TV-programmes can now be accessed through internet.
- 8) Do **not install any other technical equipment** like A/C, etc before asking our President.

**WHEN WE FOLLOW THESE** simple guidelines of Pozuelo and our Statutes when planning a renovation, **we will save time and money.** And in the end the result is better and **the value of the whole site will rise.**

**IMPORTANT! Before starting any work, big or small of any kind, we all have to ask the President and the Administrator for permission.**

## **2. OWNERS' RESPONSIBILITIES ON THE COMPLEX EL CAPISTRANO PLAYA**

This document has been designed to help owners and to facilitate the solution of any problems which may arise.

Please, follow the procedures outlined below so that we can maintain the

attractive looks and the harmony of our beautiful Capistrano Playa.

***Inside your property:***

As you know, you are responsible for solving problems inside your property.

- a) We suggest that you know the phone numbers of your agents or workmen who can come to mend broken items or anything which is not working properly.
- b) If your problems result from something in a neighbour's house and the neighbour is not there or cannot help, then contact the Administrator for the Community, Susana Oetiker, at Susana.Oetiker@gmail.com or tel. +34 656 40 43 18.

**IMPORTANT!**

In case there are problems in your apartment which have to be attended to urgently and you are not there, (perhaps your apartment might be leaking into another owners' property etc.) **it would be good if the Administrator or the Site Manager knows where to get hold of your key.** This is to avoid having a lock smith to open your door, at your expense.

***Outside your front door on community land:***

You should in the first instance contact David Raya, the Site Manager, who is in charge of maintenance. He or the Administrator can advise you as to what will be the best way to solve your problem. Telephone No to David is +34 639 766 005 during the working hours Monday to Friday, 7.30 – 15.00 h.

***Changes or building works which could affect the outside of your property:***

According to the Law of Horizontal Property and the Statutes and Bylaws of El Capistrano Playa **NO CHANGES CAN BE MADE TO THE EXTERIOR OF YOUR PROPERTY WITHOUT THE APPROVAL OF THE PRESIDENT AND BOARD. Please see the procedure for apartment modification in your welcome pack.**

**At the AGM 2013 the following rules for exterior alterations had been established. Any works complying with these rules and not altering in any way other aspects of the exterior appearance of the property do not require expressive permission of the Board:**

- **Windows:** It is unanimously agreed to maintain the **brown windows** and the original dimensions, not allowing any enlargement of windows.
- **Security grills and railings:** It is unanimously agreed to permit only the **colour black.**

- It is unanimously agreed that all the **walls must be white.**
- The dimensions of doors and windows must be the existing originals.
- It is unanimously agreed that **doors** must be the original doors, which **are dark brown with wooden panels** – a photo of which can be found on the website or in the community office (this door is also believed to be available as security door).
- **Air-conditioning:** units must be installed **within the private terraces on floor level**, disguised and not disturb the neighbours. In case of doubt about where to place them the board and neighbours must be contacted.
- Removable structures for sun blinds: are accepted only on the condition of the approval of the neighbours, especially the ones nearby and above whose view could be affected and disturbed.
- Shutters: The installation of shutters is not accepted
- Satellite dishes: There is no specific area for the installation of satellite dishes for which it is agreed to try to share existing dishes. It is reminded that there is Optic Fibre TV and Internet available.
- Wooden Pergolas: It is not accepted to install any more apart from the already existing ones.
- Owners who have broken the rules before the AGM 2013 must comply with the rules when they next change, repaint or replace any item that affects the façade of their property.

## 1. **OTHER USEFUL INFORMATION:**

### **COMMUNITY FEES**

The community fees must be paid before the 31st January and the 2nd half of the fees are due by the 30th June. **Payment before this date entitles you to a 2.5% discount off your fees.** It is vital that all owners pay their fees on time, without this we are unable to pay the staff or maintain the comunidad looking attractive for everyone to enjoy, owners who fail to pay their fees will be prosecuted.

Your community fee is paid into the Community bank account (always indicating apt. number):

BANK	BANCO UNICAJA
ACCOUNT NAME	COMUNIDAD DE PROPIETARIOS 'URB. CAPISTRANO PLAYA'
IBAN CODE	ES41 2103 1101 96 0030012615
SWIFT CODE	UCJAES2M

### **COMMUNITY WEBSITE**

There is a community website where owners can obtain information our community and also details of local events. The address is [www.capistranoplaya.es](http://www.capistranoplaya.es).

## TV/INTERNET

Please note that now it is possible to contract OPTIC FIBRE high speed internet on Capistrano Playa from different Providers (Movistar, Teledistribuciones Servitecnic, Axartel etc.) and we therefore recommend all owners using the Internet for TELEVISION too. The aim is, that all Satellite dishes, which affect the appearance very negatively, eventually disappear on the complex.

## INSURANCE

Owners must have contents and building insurance for their individual property to complement the Community insurance. A discount will be given to owners if you insure with GENERALI. Please contact Susana and she will forward your details to the agent.

## STAFF: SHIFTS AND CONTACT

Our site manager is David. He is on site generally (except for holidays or bank holiday days) from Monday to Friday, 7.30 – 15.00 . Telephone number: 639 766 005

Our gardeners are Miguel and Jaime, Francisco and Paco

## OTHER USEFUL CONTACT INFORMATION

Ambulance	902 505 061
Local Police	95 252 1545
Guardia Civil	95 252 0091
Taxi	95 252 0537
Bus Station	95 252 1504
Local Buses	95 252 3700

## LITERATURE WHICH YOU MAY FIND USEFUL TO LIVING IN SPAIN

Living in Nerja - available from the Town Hall near the Balcon de Europa