Maplestone

SUNBURY

DESIGN GUIDELINES

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Purpose of the Guidelines

SECTION 1.0

The key purpose of the Design Guidelines is to assist all owners in preparing an appropriate contemporary design response which reflects current design trends and builds a quality environment for you to enjoy.

Design Guidelines create a coherent vision which will facilitate the development of high-quality construction and landscaping throughout the community and will assist in protecting your investment and interests. They will assist you in considering the design of your home and private garden, and help you through the initial consideration, design process and building of your new home.

The Guidelines will underpin the overall amenity of the area and contribute to creating a vibrant and progressive community that you will proudly call home. They are an important part of assisting landowners to create their new residence and to complement the quality surrounding the streetscape character.

These Design Guidelines may be amended from time to time at the Developer's discretion to reflect changes in design and building trends and amendments to legislation affecting building approvals.

1.1 Approvals & Building Permits

1.1 APPROVALS & BUILDING PERMITS

Prior to the approval of the relevant Building Permit on each residential allotment, the Residential Design Guidelines must be considered during the building design phase and incorporated into the final design.

These Guidelines apply to all allotments in the estate that are greater than or equal to 300 square metres in area. Allotments that are less than 300 square metres in area are required to adhere to the Small Lot Housing Code.

In case of a conflict between these Design Guidelines and relevant building codes/regulations, the Building Regulations and Planning Scheme objectives will prevail.

1.2 SUBMISSION REQUIREMENTS & DEVELOPER APPROVAL PROCESS

The sitting and design of your home is required to be approved by the Design Reviewer (DR) before obtaining building permits. It is mandatory that all plans and other relevant drawings are submitted to the DR for approval. To obtain approval, you must electronically submit the Application for Design Approval Form (found in the Appendices of this document) with A3 PDFs of the documentation listed on the form for approval to **DR@sheltonfinnis.com.au**

The DR will assess all designs and either provide a notice of approval or specify how the submission conflicts with the Guidelines. Designs that substantially comply with the Guidelines may be given a notice of approval with conditions requiring the rectification of minor deviations. The DR may make suggestions intended to improve the design.

The DR will use its best endeavours to assess proposals, generally within 10-14 business days of receipt of a fully completed and compliant application.

DESIGN REVIEW PROCESS:

Once you have received approval from the DR you must then obtain a Building Permit from the local Council or relevant Building Surveyor and/or approvals from any other relevant authorities required by the authority approval process. It is the responsibility of the owner to ensure the building works comply with local, state and ResCode requirements. Neither the review panel/reviewer, nor the Developer accepts responsibility for works that don't comply.

Please Note: The final decision of all aspects regarding the Design Guidelines, including rejection and approval of submissions, is at the discretion of the DR. The DR also reserves the right to request further information should they deem it necessary. The DR is not liable for any refunds, credit or compensation for its decisions in granting or refusing a submission approval or any discrepancies that may arise from this work.

Should you or your builder have any queries and need clarification on matters within these Design Guidelines, please contact Shelton Finnis Architects via email DR@sheltonfinnis.com.au

Below is a simple diagram illustrating the DR process. Refer to the appendix for a full step-by-step guide.

DESIGN REVIEW PROCESS



STEP 1

Review Design Guidelines & Contract of Sale and contact the sales team for advice.

Send in plans for review and approval by the DR.

STEP 2

Plans are reviewed by the DR.

If your plans do not comply with the Guidelines you will be asked to resubmit complying plans.

STEP 3

You receive DR approval and advice to obtain a Building Permit for construction.

STEP 4

Once you have gained all necessary authorities' approvals and a Building Permit you can begin construction.

2. Building Siting & Coverage

It is important that the residence is sited on the property so that all homes and associated buildings respect each other's solar access and privacy. Additionally, each dwelling should be designed to maximise the advantages and natural characteristics of the site. Solar angles, views, slope, prevailing breezes, relationship to the street, open space, landscaping and adjoining dwelling type and locations should all be considered to create a responsive design solution.

Setbacks are important to allow for landscaping within the streetscape, and to provide adequate transition between public and private space. These are prescribed in the Design Guidelines and must be adhered to. Building envelopes that override these setbacks have been provided for those irregular shaped lots where it is difficult to keep within these setback requirements. In this case, you must build inside the designated building envelope unless otherwise advised by the DR.

Controlling how much each lot is covered by buildings protects the estate from feeling overly built in, and allows for adequate openness to protect and complement the Sunbury landscape.

2.1 SITING YOUR HOME

Please refer to your specific title within the Contract of Sale for details regarding your specific lot building envelope (if applicable) and restrictions.

2.1.1 CONVENTIONAL LOTS

- Building envelopes have been prepared for irregular lots. These building envelopes indicate the area on each lot where a building can be sited.
- A front (primary) boundary is deemed to be that part of the lot with the street frontage being the smallest dimension, unless otherwise noted.
- Only one dwelling may be built on any one lot.
- Lots may not be further subdivided.
- All building works must be contained within the building envelope and subject to approved variation.

2.1.2 CORNER LOTS

Corner lots have significant impact on neighbourhood character, and therefore it is important that corner lot homes are articulated and address their prominent position as they form a gateway to adjoining streets. The Design Guidelines set essential parameters for a successful outcome throughout and the following siting standards apply:

- The front (primary) boundary is deemed to be that part of the lot with the street frontage being the smallest dimension, unless otherwise noted.
- It is essential that the dwelling addresses both street frontages with articulation of the built form including varying materials, window and door openings.
- Lots may not be further subdivided.
- A habitable room and windows must be located on the secondary street frontage.
- Blank walls to the secondary façade will not be permitted, nor will unarticulated walls of more than 8 metres to the secondary façade on two storey homes.
- The articulation of the front façade must continue around the secondary street frontage for the length of at least 1 room.
- Blank walls to the secondary façade will not be permitted, nor will unarticulated walls of more than 6 metres to the secondary façade on two storey homes.
- Corner allotments with proposed crossovers intended to be located on the side street frontage may be considered by the DR on an individual basis but will also be subject to Council approval.

You must provide an appropriate corner articulated feature/s to your home that will 'turn the corner' for both single and two storey dwellings. One or more of the following building elements is to be incorporated into the design as a corner feature;

- A return verandah or balcony.
- An articulated step back or setback of wall and/ or altered roof structure, including eaves.
- A change of building materials that assist in softening the mass of the building.

2.1.3 IRREGULAR & CURVED LOTS

These lots will be considered by the DR on an individual basis and is at the discretion of the DR.

Note that the DR has no discretion on Building Regulations. The building site coverage is the area of building/s on the land.

2.2 SITE COVERAGE

The building site coverage area is calculated by adding the area of the building footprint, including the following:

- A garage or carport,
- a verandah, porch and any other roofed building such as a garden shed, outhouse or pool house,
- the overhanging balcony and upper level.

Roof eaves are not included in the calculation.

The total site coverage area should not exceed 60% of the total site area. Current ResCode standards will be applied by the DR.

3 Minimum Setbacks from Boundaries

The Design Guidelines set minimum setback requirements, however lots with 15% slope and above should allow for wider setbacks to accommodate site benching.

Eaves (including fascia and gutters) may encroach into the minimum setbacks by no more than 0.6m.

CONVENTIONAL LOTS

3.1 FRONTAGE SETBACKS

- All dwellings must be set back from the primary street frontage by a minimum of 4 metres and maximum of 5.5 metres.
- Garages must be set back a minimum distance of at least 5.5 metres from the front boundary (primary street frontage).
- Garages are not permitted to be built forward of the main building line of the dwelling and are to be set back a minimum of 0.5 metres from the front line of the dwelling/building line.
- Any dwelling on a corner lot must be set back from the title boundary abutting the side street (secondary street frontage) by at least 2 metres.
- Dwellings fronting a public open space may be set back 3.5 metres from the front boundary.

3.2 REAR SETBACK

- All dwellings must be set back from the rear boundary by at least 3 metres.
- Where vehicular access is via a secondary street frontage, a garage must be set back 2 metres minimum from that secondary street frontage and may be located on the rear boundary or to the easement located on that rear boundary.

3.3 SIDE SETBACKS

Setbacks greater than 2 metres are encouraged for planting of trees and associated landscape elements to provide amenity.

No element other than eaves, fascia and gutters may encroach into the minimum side setback.

- The side setback to a conventional lot must comply with ResCode requirements, and single storey dwellings should have a minimum side setback of 1 metre.
- Double storey elements must comply with ResCode at a minimum but should be set back 2m to allow for adequate natural light and sufficient transition between dwellings and their boundaries.
- Any dwelling with a side frontage to a public open space or reserve must be set back by at least 2 metres to that side boundary.
- A garage may be located on a side boundary that is not a boundary on a corner or reserve frontage. Lots less than 12.5m may be built with zero lot line construction on both side boundaries in accordance with the building envelope or to the discretion of the DR.

3.4 EXCEPTIONS & ENCROACHMENTS TO SETBACKS

The following may encroach into a front and rear setback of no more than 1 metre:

- Porches, verandahs and open pergolas that have a maximum height of less than 3.6 metres above natural ground level;
- Eaves, fascia and gutter;
- Sunblinds and shade sails;
- Screens referred to in regulation 4.19 of the Building Regulations;
- Decks, steps or landings less than 800 millimetres in height above natural ground.

The following may encroach into the specified side setback by not more than 0.5 metres (excluding where there are north facing windows and/or fire regulations apply):

- Masonry chimneys;
- Sunblinds;
- Screens, but only to the extent needed to protect a neighbouring property from a direct view;
- Flues and pipes;
- Water tanks;
- Heating and cooling equipment or other services;
- Landings that have an area of not more than 2 square metres and are less than 1 metre high;
- Stairways and ramps;
- Pergolas and shade sails may encroach subject to building regulations;
- Pools can be located 1 metre from side and rear boundaries.

IRREGULAR & CURVED LOTS

These lots should be generally in accord with the above and will have their setbacks, siting and floor areas reviewed on an individual basis. Building envelopes will take precedence where applicable, however the DR will have discretion in their decisions.

Building Design & Architectural Character

SECTION 4.0

4.1 Building Scale

No dwelling may exceed two storeys in height and ceiling heights for all dwellings must not be less than 2.4 metres above floor level.

4.1.1 MINIMUM FLOOR AREAS

To ensure that the buildings adequately address the lot size, are not temporary in appearance, and are of the quality expected to address the streetscape, minimum dwelling floor areas apply:

Dwelling minimum floor areas listed below exclude garages, carports, verandahs, porticos, balconies and alfresco areas.

The minimum areas required per lot type are as follows:

- Lots less than or equal to 300m² must have a minimum floor area of 100m²
- Lots of 301 – 400m² must have a minimum floor area of 120m²
- Lots of 401 – 550m² must have a minimum floor area of 150m²
- Lots of 551 – 800m² must have a minimum floor area of 180m²
- Note: The DR retains final discretion on minimum floor areas.

4.2 Architectural Character & Home Design

4.2.1 CONTEMPORARY DESIGN

Dwelling designs must be of a contemporary nature. Simple forms are encouraged, and designs that respond to the fall of the land. Kit homes will not be permitted and are reviewed at the discretion of the DR.

Historical styles and detailing such as Federation, Georgian, Colonial, Italianate and Tudor will not be permitted (including features such as finials, turned posts and ornate mouldings). Some traditional design elements may be permitted if the overall design is still considered to be contemporary. The DR reserves the right to determine if a design meets these requirements.

4.2.2 BUILDING ARTICULATION & STREET ADDRESS

Your home design will be in accordance with the following requirements:

- All dwellings must have either a verandah, portico, porch or other similar entrance feature and must be sympathetic to the overall dwelling design. All verandahs, porches, balconies and porticos should have a minimum depth of 1.5 metres. The roof should complement the main roof structure and feature lighting should be incorporated into the design.
- The main entry/front door or access way to the main pedestrian entry must be visible from the primary street frontage.
- Roof pitches are to be to a maximum of 25 degrees for a pitched roof, and a minimum of 10 degrees for a flat roof that is not hidden behind a feature parapet wall. Alternate roof forms that provide diversity in the streetscape such as flat, and skillion roofs will be considered by the DR, provided they comply with the intent of the Guidelines and complement the design.
- The roof behind a parapet feature wall should be flat and hidden behind the wall unless it is a pop out feature. (Refer Figure 1).
- Roofing materials must comply with Section 6 External Materials and Colour Selection.
- Unless otherwise specified or approved by the DR, all roofs must provide a minimum eaves of 450mm (600mm including gutters and fascias) to the street frontage unless behind a feature parapet or gable wall that is of a contemporary design.
- Eaves to the frontage of a dwelling must return and continue along the connecting return wall and/or walls from the said frontage. (Eaves may be cut back to comply with building regulations relating to natural light to habitable widows on a side boundary).
- Walls constructed on side boundaries will be exempt of eaves unless otherwise directed by the DR.
- On a corner allotment, the return eaves must be integrated in the secondary frontage façade.
- Eaves to garages set off the boundary must return the full depth of the garage.

4.2 Architectural Character & Home Design

- Double storey rear and side blank walls over 6m in length should be broken using an alternative colour or material if a window is not possible. Refer to the particular requirements for corner lots.
- Corner lots must address the secondary street frontage with windows and/or a feature such as a pergola, balcony, brick detailing, or verandah.
- Upper level rear façades should be designed to the same design quality as a front façade as these are visible by neighbours and streetscapes via open view corridors throughout the masterplan.

4.2.3 GARAGES AND CARPORTS

Garages and carports must be designed to minimise their visual impact to the streetscape.

In assisting you with your design, the Guidelines specify the following:

- The garage must match or complement the home materials, roof pitch, design, colour, external appearance and quality of construction, must be integrated into the body of the design and constructed at the same time as the dwelling.
- The roof must be incorporated within the main roof design of a single storey dwelling.
- It must be set back 0.5 metres behind the main façade of the dwelling unless otherwise noted or approved to vary this guideline by the DR.
- Carports are only permitted behind garages and residences where not in view from the street. The DR reserves the right to limit the area of an unenclosed garage or carport under roof.
- Single garage doors must be 2.4m – 3.0m wide maximum.
- Double garage doors must be 4.8m – 5.4m wide maximum.
- Garage roller doors are not permitted but may be used on the rear access door where not publicly visible.
- The garage door opening/s must not exceed 40% of the width of the street frontage. 8.5m and 10.5m lots will be exempt at the discretion of the DR.
- A swing-in garage may be permitted at the discretion of the DR, if it can be demonstrated that an improved and sensitive design solution (drive gradient, and dwelling design) will be achieved. Front setbacks will apply and will be assessed on a case by case basis. The garage wall addressing the primary street frontage must include a window/s. The garage must complement the dwelling in both form and material, be constructed at the same time of the dwelling and be a fully integrated design.

Figure 1: Examples of pop out roof feature/ verandah to front façades



Figure 2: Examples of good and poor articulation





4.2 Architectural Character & Home Design

4.2.4 THREE CAR GARAGES

Three car garages will be assessed on merit by the DR. They must adhere to the design requirements above with regard to material, colour, garage door widths and an integrated design response. They must not dominate the streetscape and must be articulated as follows:

- The design must be split into a double garage and single garage portion.
- The double garage must follow setback requirements above. The single garage portion must be set back a minimum of 1m behind the double garage portion.
- The single garage should read as a separate entity and be finished different to the double garage, but in a complementary material and colour to the main dwelling.

4.2.5 DRIVEWAYS AND CROSSOVERS

- Driveways must be fully constructed within 3 months of the issue of the Certificate of Occupancy.
- Only 1 driveway and crossover will be permitted per lot.
- The driveway gradient is not to exceed 20%.
- Driveways shall not exceed 4.5 metres in width at the street crossover and can taper to the maximum width of the garage opening.
- Driveways must have a minimum 0.4 metres set back from the side boundary for landscaping.
- Driveways must be constructed of the following:
    - Brick and/or concrete pavers;
    - Coloured concrete.
    - Concrete with exposed aggregate is highly encouraged.
    - Plain concrete.
- A colour sample (or colour photocopy) of the proposed driveway material must be provided with the application submission.
- A secondary frontage garage location, entry crossover and driveway to a corner lot must comply with the above requirements.

Figure 3: Three car garage design examples





5.0 Identical Façade Separation

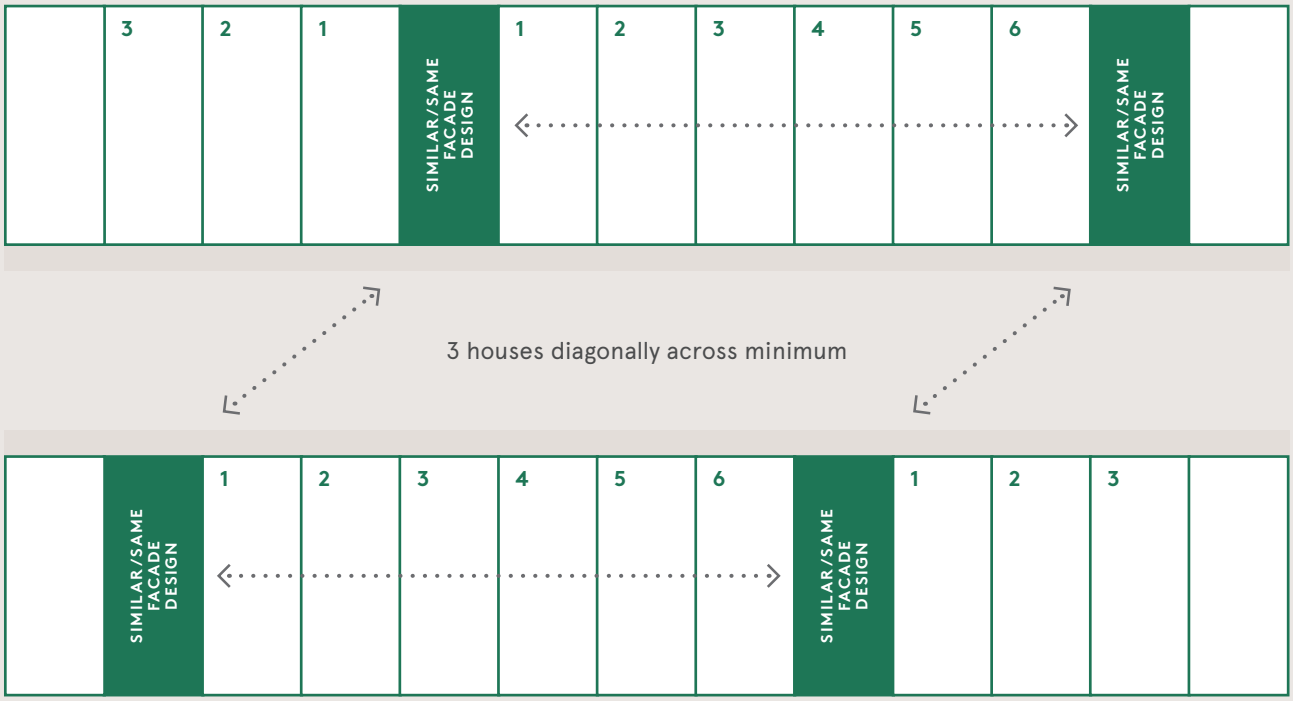
To ensure a diverse streetscape, no two dwellings of the same front façade design shall be built within 6 lots either side of the subject property on the same side of the street. On the opposite side of the street, the same façade design may be located 3 lots diagonally along from the same façade across the street. (Refer to the diagram below).

The DR will assess this on merit depending on how many homes of the same/similar design are located within close vicinity of your home.

No concept designs and/or façade only submissions will be accepted, i.e. submissions must include all information as requested on the Design Approval Application Form to initiate the approval process.

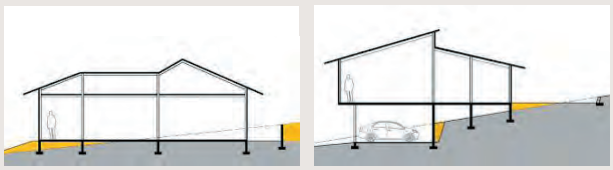
The final façade assessment decision will be at the discretion of the DR.

Figure 4: Façade separation diagram



6.0 Designing for a Slope & Retaining Walls

6.1 PLANNING & MANAGING SLOPE



6.1.1 BENCHING, SITE EXCAVATION & FILL

On steeper slopes, dwellings are to follow the slope of the land by stepping down with a split-level design. Cut and fill is to be minimised.

If retaining walls are needed in your design, appropriate professional advice must be sought for conformance to current engineering standards and building regulations.

Details about any benching and associated structural elements designed to blend into the landscape are to be provided in the design submission and reviewed by the DR.

The following guide will help you minimise the impact of your site works to your neighbouring site and the streetscape:

- Site cut and fill should not exceed 1-1.5 metres in height.
- Softly battering a site cut and landscaping to control soil erosion with plants such as shrubs and groundcover wherever space allows to produce a soft landscape appeal and reduce expensive retaining walls.

6.1.2 BUILDING RETAINING WALLS

Sloping sites will require retaining walls for access and the construction of the dwelling.

Retaining walls that are greater than 1 metre in height from natural ground level require an application for a Building Permit.

Retaining walls that are visible to the streetscape and part of the landscaping of your home should be as follows:

- No taller than 1-1.5 metres above the natural ground.
- Of masonry construction such as blockwork, brickwork, stone or cast concrete. If constructed of concrete, they must be a rendered or paint finish.

Figure 5: Examples of designs responsive to a sloping site:







Top Left: Designed by Metricon Homes
Right: Designed by Renmark Homes
Bottom Left: Designed by Abbott Builders

External Materials & Colour Selection

SECTION 7.0

It is important to control colour and material to create a sense of place and a coherent high-quality neighbourhood character. The materials also need to be durable and long lasting to reduce future maintenance or repairs.

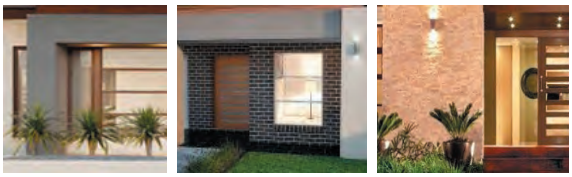
To ensure a diverse mix of finishes throughout, and to encourage a good level of articulation, a façade that includes more than 40% face brick, must be complemented by use of a complementary brick colour or alternative material.

7.1 Acceptable Materials & Cladding Systems

7.1.1 WALLS

Acceptable materials and cladding systems for external walls are:

- Face brickwork, bagged brick/concrete blockwork.
- Rendered brick or blockwork.
- Earth wall construction.
- Natural stone construction and cladding.
- Aluminium/metal Colorbond cladding systems.
- Cement sheet cladding systems must be paint finished or rendered.
- Weatherboards/natural timber cladding is encouraged to help break up hard surfaces and provide warmth to the material and colour palette. It is a high maintenance material however and should be limited to 50% of the materials used. At the discretion of the DR, a greater percentage may be accepted.
- Composite timber cladding should be considered such as Ecoply and Perma Timber.
- Recycled timbers are also encouraged.



7.1.2 ROOFING

Roofing materials must complement the design and style of the proposed dwelling.

- Roof sheeting is to be non-reflective (muted tones are preferred).
- Untreated galvanised or zinc finished, tray deck or fibre cement roof materials will not be approved.
- Colorbond metal roofing is preferred.
- Concrete roof tiles are acceptable in a shingle style and grey tone.

7.1.3 GARAGE DOORS

- Pre-finished Colorbond panels are encouraged.
- Timber can be used on garage doors and must be stained or paint finished.
- Cement sheet cladding must be paint finished.
- Metal cladding such as Corten or similar steel pre-painted finish is acceptable. Colours should merge with the tone or colour of the wall finish or subtly complement.





7.1.4 GLAZING

- Acceptable window and door frame types include stained or natural cedar, stained or painted hardwood; natural or pre-coloured aluminium frames.
- Double-glazing or specification of energy efficient glass are encouraged.
- Use of reflective, frosted, coloured or patterned film will be assessed upon merit, must be of high quality and enhance the façade treatment.

7.2 Acceptable Landscape Materials

7.2.1 PAVING AND DRIVEWAYS

Driveways, paths and front landscaping should be complemented within three months of obtaining a Certificate of Occupancy.

Suitable paving and driveway materials are:

- Plain concrete paving (brush finished or equivalent for slip resistance).
- Coloured concrete paving and stencil colour concrete (grey charcoal and sand and neutral tones only).
- Unit grass pavers.
- Permeable paving systems (colours to be neutral tones).
- Selected stone paving.
- Gravel or loose stone paths are not permitted in the front garden.
- Impermeable hard surface materials must not exceed 40% of the front garden area including the driveway and front path.





7.2.2 GARDEN RETAINING WALLS

Suitable materials are:

- Rendered brickwork/concrete block.
- Timber sleeper retaining walls.
- Prefabricated systems will be assessed on merit by the DR.

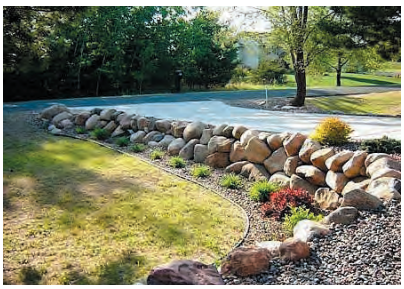












7.3 Colour Selection

COLOUR SELECTION

Muted colours and finishes shall be used to blend with the natural setting. Neutral colours that blend with the greater landscape and that enhance the architecture are encouraged.

The colour palette should be primarily neutral tones as illustrated below.

- Windows, doors, detail elements such as downpipes, and feature panels can be of accent colours but must still blend with the overall colour scheme.
- Front doors may be of bright colour, garage doors must not be red or particularly bright in colour so that they do not stand out.

Figure 6: Examples of suitable colours and application:



Designed by Pivot Homes: Taupe/Brown Neutral palette



White Neutral palette



Grey Neutral palette



Accent door colours

8 Ancillary Items

8.1 SHEDS/OUTBUILDINGS

- Rear sheds are to be a maximum of 3 metres height and no greater than 10 square metres in area. They must be finished in a non-reflective material and in a colour to match the residence.
- A shed or outbuilding may be located 1 metre from a side and rear boundary provided it does not exceed 3.6m maximum height.

8.2 LETTERBOXES

Letterboxes should be designed to complement and match the dwelling, using similar materials, colours and finishes. Single post supporting letterboxes will not be permitted.

8.3 OVERLOOKING SCREENS AND SHUTTERS

The siting of the dwelling should take into consideration the impact of potential overlooking into adjacent lots. Where a lot on an adjacent boundary has been built upon, the provisions of Building Regulation 419 will apply to that boundary.

If screening is required (or desired for your own privacy from an existing neighbouring dwelling) the following must be considered:

- Screening of windows from overlooking must be incorporated in the design.
- Raised decking and terraces should not be extended to within 1m of a side or rear boundary to allow for a screen or screen planting buffer.
- The use of aluminium roller shutters to windows is prohibited.

8.4 POOLS

Privacy and noise attenuation is key and must be considered when installing a pool on a lot.

Landscaping should be provided around the border of the pool in order to buffer noise between dwellings and, where suitable, water features are encouraged to dampen noise between residents.

8.5 CLOTHES LINES & DRYING AREAS

Clothes lines and drying areas shall be located so that they are not visible to public viewing.

8.6 RAIN WATER TANKS

Rain water tanks are encouraged as an environmental initiative however they must be positioned to restrict them from public view. A minimum of 1,000 litres should be provided by each residence.

Figure 7: Example of acceptable letterbox designs



Figure 8: Examples of acceptable pool arrangement



8 Ancillary Items

8.7 SOLAR PANELS & HOT WATER SYSTEMS

Solar hot water systems are encouraged, however the water drum is not permitted on the roof of a dwelling. All external hot water systems must be installed out of public view.

Solar panels may be installed on the roof, however avoid installation on a roof face that fronts a streetscape. Exposed plumbing must be painted to match the roof colour.

Solar hot water piping for residence or swimming pools are permitted provided they are located on the roof and installed at the same pitch angle as the roof and, where practical, they are to be located at the rear of the property to minimise visual impact from public viewing. Tanks for such systems are not permitted to be located on the roof and must be screened from public view.

8.8 FIBRE TO THE HOME

A fibre optic network will be provided to this estate. It is encouraged that homes are designed and built to utilise this technology for today's and the future entertainment media platforms. Contact the DR for further information.

8.9 PARKING OF VEHICLES

- All passenger vehicles should be parked in a designated parking area such as the driveway and garage or any designated street parking allocated within the estate.
- No vehicles are to be parked on any nature strip or front yard of a residence.
- Commercial vehicles, boats, trailers, caravans and campervans and vehicles greater than 1 tonne carrying capacity, should not be parked in view of the street and should be parked behind the front building line of the residence and be screened by fencing/gates.

8.10 PLUMBING

- All external plumbing (except for gutters and downpipes) including spa pumps/motors are to be concealed from public view.
- No exposed plumbing waste piping is permitted.
- Taps are not to be free standing and are to be attached to the wall of the dwelling.

8.11 AIR CONDITIONING UNITS

- Evaporative units and their exposed components are to be located below the roof ridge line and towards the rear of the property to minimise visual impact. They are to be colour toned to match adjoining wall or roof colour. The units shall be of low-profile type and, wherever appropriate, be fitted with noise baffles.
- Air conditioning units/condensers must be located at ground level and out of public view.

8.12 TV ANTENNAE AND SATELLITE DISHES

- TV antennae and other antennae are generally to be contained within the roof space and not visible.
- Where antennae are to be externally mounted, they are to be located at the rear of the property and below the roof line to minimise visual impact/public viewing.

9 Environmentally Sustainable Design

Sustainable homes are beautiful. They utilise natural materials, are oriented to ensure we make the most of our sunshine and are low in cost to run. Good environmental design positively contributes to the biodiversity, conservation and water cycle management, and the reduction of greenhouse gases

Consider your building material selection, insulation, Photovoltaic cells and incorporate passive solar elements and strategies into the design of your home. Some typical building practices include reverse brick veneer, thermal mass walls and floors, and insulating floors, walls and ceilings.

Dwellings and associated buildings on a lot are required to meet the energy efficiency objectives and standards as applicable in the relevant Building Regulations.

9.1 THIRD PIPE

A recycled water network has been provided to each property to provide non potable water for toilet flushing and garden irrigation.

Landscaping & Fencing

SECTION 10

Landscaping should be well designed to suite the style of residence and should be low maintenance.

10.1 General Landscape Requirements

The Sunbury landscape consist of rolling hillsides of native grasses. To enhance this semi-rural environment, the following general standards apply:

- All front gardens shall be planted with indigenous or native plants and have an open feel.
- The front gardens must be designed to be drought tolerant, and the same is highly recommended for side and rear gardens.
- Planting density shall be appropriate to achieve a closed canopy within a five year period following occupancy sign off and landscape establishment.
- A minimum soft landscaped area of 60% of the total front garden is to be installed. The soft landscape should consist of turf, garden beds and permeable surface materials including decorative stone aggregate or pebbles. Front gardens cannot be entirely pebbled. Tan bark must be natural or black in colour.
- To ensure an adequately landscaped environment, at least 20% of the allotment should not be covered by impervious surfaces. An impervious surface includes a dwelling, a garage or carport, a verandah, a garden shed, a footpath, a swimming pool, outdoor paved areas, a driveway or any other sealed surfaces.
- Excavation depths should not be greater than 1m below natural ground level and terrace the ground in segments rather than in large cuts.
- For efficiency, an irrigation system should be installed to garden beds.

10.2 SOFT LANDSCAPE REQUIREMENTS

The planting of tall trees and large garden beds in the front garden create a high-quality environment.

To ensure this, the following minimum landscape works shall apply:

- You must plant at least one tree of mature height of 4m in the front garden.
- Plant drought tolerant species and utilise organic or mineral mulches.
- Retaining walls or courtyard defining walls are acceptable in the zone between the front boundary and the front of the dwelling but must be complementary in finish and design to the main house. Refer to section 7.2.2 Garden Retaining Walls.
- All planted batters must incorporate suitable landscaping options and must not exceed a slope of 1:4.

10.3 FENCING REQUIREMENTS

To encourage and protect the open, semi-rural appeal of the setting, no fences shall be constructed along the front boundary or within the front garden up the side gate/return fence.

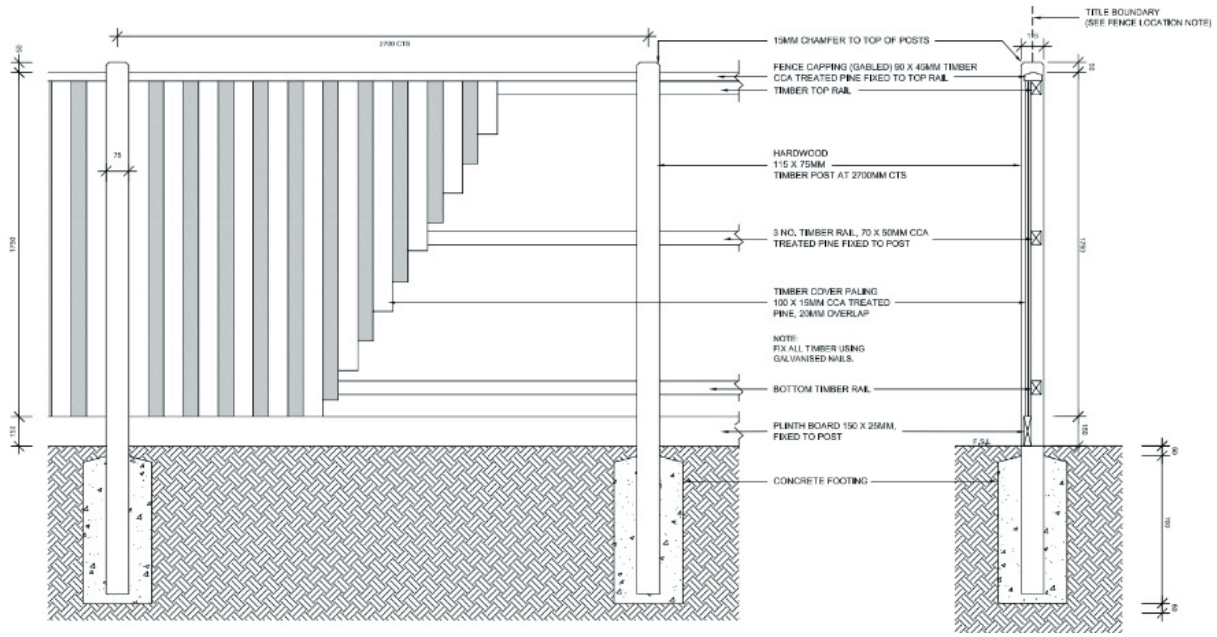
10.4 SIDE AND REAR BOUNDARY FENCES

- Side/return fences shall be parallel to the primary frontage and set back not less than 1 metre from the relevant front corner of the dwelling.
- Side boundary fencing between properties must not continue past the side fence return. This uniform setback will create an open streetscape and enhance the landscaping of the estate.
- Side and rear boundary fencing must not exceed 1.8 metres in height measured from the natural ground. It must be constructed of a timber paling fence with a capping.

10.5 SIDE FENCING TO CORNER LOTS & RESERVES

- Feature fencing such as brick, stone or timber batten fencing is encouraged on side fencing that fronts a reserve.
- A paling fence is permitted, however it must be set back at least 8 metres from the front boundary to open up the corner of the lot for visibility around the corner.
- Irregular shaped lots will be assessed on merit.
- The extent of fencing to be shown on the design plans with the submission checklist as an endorsement that the fencing will be carried out as per the fencing requirements.

Figure 9: Typical side and rear fencing detail



11 General Requirements & Timing

11.1 SIGNAGE

Signage is not permitted on residential lots with the following exceptions;

- Builders or tradespersons identification required during dwelling construction. These signs must be removed within 10 days of the issue of the Certificate of Occupancy;
- Only one sign advertising the sale or lease of a complete dwelling is permitted. These signs must be no greater than 10sqm in size and must be removed within 10 days of the property being sold or leased;
- There are to be strictly no signs to be erected for the purposes of advertising the sale of a vacant lot other than any sign that relates to the sale of such lot by the Developer.
- Any business conducted from the dwelling is not to be advertised by use of signs.

11.2 MAINTENANCE OF LOTS

- The Purchaser shall not allow any rubbish including site excavations and building materials to accumulate on a lot.
- (Unless the rubbish is neatly stored in a suitably sized industrial bin or skip) or allow excessive growth of grass or weeds upon the lots.
- The Purchaser shall not place any rubbish including site excavations and building materials on adjoining land, reserve or in any waterway.
- The Vendor or its Agent may enter upon and have access over a lot at any time without creating any liability for trespass or otherwise to remove rubbish, maintain, slash or mow a lot and the Purchaser agrees to meet the Vendor's reasonable costs of doing so.

11.3 TIMING

The following requirements must be adhered to:

- You must commence construction of your dwelling within two years of your settlement date and complete the construction of the dwelling within one year of commencement of construction.
- Incomplete building works must not be left for more than three months without work being carried out on them.
- Internal windows furnishings which can be viewed by the public must be fitted within three (3) months of occupancy. Sheets, blankets, or similar materials for which window furnishing is not their primary use, will not be permitted.
- Landscaping of your front garden must be completed within 6 months of receiving your Certificate of Occupancy.

12 Appendix 1

DESIGN APPROVAL PROCESS

Below is a step-by-step guide for obtaining approval for your proposed dwelling: **Standard Lots**

- [ ] **STEP 1**
  - Purchase Lot.
  - Confirm requirements of the Lot.
- [ ] **STEP 2**
  Have your builder prepare the required documents & drawings for the Design Reviewer (DR).
- [ ] **STEP 3**
  Review of the submission by the DR.
- [ ] **STEP 4**
  Approval/rejection or conditional approval by the DR.
- [ ] **STEP 5**
  Builder lodges for Building Permit.
- [ ] **STEP 6**
  Building Permit issued.
- [ ] **STEP 7**
  Commence construction.

13 Appendix 2

DESIGN APPROVAL APPLICATION FORM

Lot No:

Street Address:

Owner's Name:

Mobile: Email Address:

Current Postal Address:

Home Phone: Business Phone: Builder:

Contact Name & Number:

Mobile: Email Address:

13 Appendix 2

DESIGN APPROVAL APPLICATION FORM (CONT.)

- [ ] **Site Plan** (scale 1:200) indicating: date, reference number of drawing, north point, building envelope, lot area from all boundaries, outbuildings, crossover and driveway location, clothes line, letterbox, water tank and capacity, and pool position if applicable, extent of earthworks – cut and fill, retaining walls and batters.

- [ ] **Floor plan/s** (scale 1:100) indicating: date, reference number of drawing, north point, dwelling area calculation indicating all rooms, windows, and external doors & dimensions, external fixtures and nominated floor levels, position of air conditioning, solar units, satellite dishes and locations of data points within the home along with the position of the ONT in the meter box for the fibre optic supply, and roof plans.

- [ ] **All elevation plan/s** (scale 1:100) indicating: date, reference number of drawing, north point, all wall heights and external finishes including garage door type, roof pitch, eaves depth, air conditioning unit, solar units, water tanks and all external building such as garden sheds, pergolas, BBQs, etc. Relevant cross sections showing height of walls on boundaries; cut and fill details, including retaining walls and driveways gradient where applicable should also be included.

- [ ] **Landscape plan/s** (scale 1:100) indicating: date, reference number of drawing, north point, contours at 500mm intervals, proposed earth works, planting schedule inclusive of the minimum number of native trees to the front garden (refer to your lot size for requirements) boundary fencing, water tank/s retaining walls and materials including dimensions. Proposed driveways and paths materials and gradients, out buildings and pools if applicable. Decks, pergolas and other similar structure are to be included.

- [ ] **Fence plan** (see items 4.3a, 4.3b, and 4.4) is included within the checklist and requires the client's signature as endorsement.

- [ ] **Submission checklist** of requirements is provided as part of the Design Approval Application Form and checklist included in this document – refer to the Appendices of these Guidelines.

- [ ] **Schedule** of external colours and materials; supply either a coloured photocopy or colour sample chips for checking by the DR.

- [ ] **Energy rating** for the dwelling.

The DR will endeavour to assess proposals in the shortest possible time, generally within ten – fourteen working days of receipt of a compliant application, if all of the above documentation is provided. The Design Approval Form checklist forms a part of the design approval process and must be completed when submitting to the DR. Delays will occur if the checklist and/or the required information is not provided or is incomplete. It is the responsibility of the owner and the owner's agent (builder or designer) to ensure complete documentation; no responsibility will be accepted by the DR for incomplete submissions.

Applications cannot be assessed until all the above information is available. No facsimile will be accepted. The DR also reserves the right to request further information.

Please submit the above documentation to:

605 Sunbury Rd Design Reviewer
C/- Shelton Finnis
DR@sheltonfinnis.com.au

Notes

Notes



MAPLESTONESUNBURY.COM.AU