



GEM

# Design Guidelines

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**Application Form**

## **1. Purpose**

To ensure that the highest standard of housing is achieved, the following design guidelines ('Guidelines') have been put in place. To ensure that the Guidelines are applied in a consistent manner, all house designs ('Designs') are required to be approved by the Design Assessment Panel established by the vendor.

## **2. Design Assessment Panel**

The Design Assessment Panel will assess each Design and either provide a notice of approval or specify how the proposed Design 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 from the Guidelines. The Design Assessment Panel may make suggestions intended to improve the Design.

The Design Assessment Panel will use reasonable endeavours to assess Designs in the shortest possible time and generally will provide a response within 10 Business days of receipt of a fully completed proposed Design.

The submission of a Design to the Design Assessment Panel must include:

- a siting plan of the proposed house on the lot with dimensions and setbacks from all boundaries and proposed outbuildings, fencing and driveway location - the proposed house must be the only house to be constructed on the lot;
- floor plans that show the layout of the house indicating all rooms, windows, external doors, external fixtures and nominated floor levels; and
- full elevations indicating wall heights and all external finishes and colours including garage door type.

Once the Design Assessment Panel approves a Design, you must then obtain the approval of the building plans from the local Council or relevant Building Surveyor and/or any other relevant authorities required by the authority approval process.

## **3. Construction of Your Home**

Construction of the house must commence within 18 months after settlement and must be completed 12 months from when construction commences. Any damage to any footpath, kerb, cross-over, nature strip (including street trees) or adjoining lot during construction must be rectified within this 12 month period.

## 4. Building Setbacks, Siting and Orientation

All setbacks must comply with Rescode or the SLHC. Refer to the SLHC for setbacks to these lots. For all other lots, this generally means that the following setbacks are required:

- The dwelling (front building line) must be setback a minimum of 4.0 metres from the front boundary.
- Garages must be setback a minimum of 5.0 metres from the front boundary.
- Entry features such as verandahs, porches, porticos and balconies may encroach 1.0 metres into the front setback as long as the encroachment is less than 3.6m above natural ground level.
- Side setbacks must be a minimum of 1.0 metre from at least one side boundary and 2.0 m from a secondary street boundary.
- Eaves, gutters, fascias may encroach 0.5 metres into the side setback
- Only one house is permitted on each lot unless otherwise provided on the Plan

## 5. Architectural Character

The front façade of the house must incorporate a verandah, entrance, portico or covered porch at the front door to create a strong sense of entry. The relevant specifications are as follows:

- Verandahs must have an area of at least 6 square metres and a depth of at least 1.5 metres.
- An entrance porch or portico must have an area of at least 4 square metres or depth of at least 1.5 metres.
- With the exception of designated integrated housing developments, facades must not be identical to or indistinguishable from the facades of other houses within 5 house lots of your lot along both sides of the street.



## 6. Building Materials

The façade must be constructed using a mixture of external building materials and must include a minimum of 30% of material other than brick. Materials other than brick may include:

- stacked stone
- sandstone or masonry blocks
- weatherboard (painted)
- lightweight cladding
- timber cladding
- render; and
- other material that is approved by the Design Assessment Panel

Aluminium sliding windows and doors must not be used on the front façade.

No house is to be built with any exposed stumps.

External building materials should be in muted and neutral tones that enhance the streetscape to the satisfaction of the Design Assessment Panel.

## 7. Roof Design

Each house must use a combination of hips or gables to articulate the roofline. To allow some forms of contemporary architecture, flat and skillion roofs will be considered on architectural merit. Pitched roofs must have a minimum pitch of 22.5 degrees.

All pitched roofs must include a minimum 300mm eave to the front façade with a minimum 3 metre return along the side elevations (excluding parapets and walls on boundaries). Integrated housing developments will be exempt from eave requirements. A variety of roof forms is encouraged. The final decision regarding roof design will be at the discretion of the Design Assessment Panel.

Walls constructed on side boundaries (zero lot line) will be exempt from the eave requirements unless otherwise directed by the Design Assessment Panel. Corner lot houses must include eaves to both street frontages unless otherwise approved by the Design Assessment Panel and double storey houses must include eaves around the entire perimeter of the second level.

## 8. Colour Scheme

External colour schemes for the house, outbuildings, driveway and hard landscaping surfaces that are visible from the street are to adopt a colour palette of visually interesting muted neutral tones and materials which will enhance the streetscape and reflect the natural environment.

## 9. Minimum Floor Area

Minimum house sizes permitted, measured at the external face of the external walls, (excluding garages, outbuildings, porticos, verandahs and other unenclosed areas) are as follows:

- if the lot size is 300 square metres or less, 90 square metres; and
- if the lot size is between 301 - 449 square metres, 120 square metres; and
- if the lot size is greater than 450 square metres, 150 square metres.

## 10. Garage

All houses must have a garage which complies with the following:

- Lots with frontages equal to or greater than 12.5 metres in width must incorporate a double car garage which is constructed of the same building materials as the house.
- Lots with a frontage of less than 12.5 metres in width must incorporate (as a minimum) a single car garage which is constructed of the same building materials as the house with an additional area available on the lot to park a second car.
- Double garage width must not exceed six metres.
- Garages must be stepped back a minimum of 500mm from the front building line.
- Garages must be set back a minimum of 5 metres from the front boundary of the lot.
- Tandem garages are discouraged. However, they may be permitted if deemed to be satisfactory by the Design Assessment Panel.
- All garage doors to the front façade or any elevation that faces the street must be a sectional overhead door, panel lift door, or a tilt-a-door that is complementary to the external colour scheme. Roller doors must not be used where visible from the street.

## 11. Corner Lots

Houses on corner lots must address both street frontages.

Building materials and features on the front façade such as porticos, porches and verandahs must be replicated on the corner lot façade forward of the side fence line OR an appropriate corner lot façade feature must be included on the side façade forward of the side fence line.



Appropriate corner lot façade features will be assessed on a case-by-case basis by the Design Assessment Panel.

Fencing of the side lot boundary must begin no closer than 1 metre from the side façade treatment of the house.

## 12. Driveways

The driveway must be constructed of brick, slate, natural stone, asphalt, or stamped, patterned or coloured concrete or exposed aggregate concrete. The colour of the driveway should be in a muted tone that enhances the streetscape. Plain concrete is not permitted.

The driveway must be set a minimum of 0.5 metres from the side boundary to allow for a planting strip along the side boundary of the lot.

Only one driveway is permitted per lot. The Design Panel may consider multiple garages on corner lots.

The Driveway must not be wider than 6 metres for double garages and 3.5 metres for single garages, splayed from a single crossing width of 3m at the front lot boundary.

Driveways must be constructed within 30 days of the issue of the Occupancy Permit.





## 13. Fencing

Side and rear fencing must be 1.8 metres in height above the natural ground level and be capped and constructed with lapped timber palings with exposed posts on both sides.

Fencing of the side lot boundary must begin no closer than 1 metre from the front building line of the house, except where the side boundary forms the rear boundary of an adjoining lot, the fencing is to continue to the front boundary of the lot.

No front fences are permitted.

Side wing fencing is to be constructed of the same material and specifications as the side and rear fencing.

Side gates must complement the architectural character of the house and must not be higher than 1.8m above the natural ground level.

Fencing must be constructed within 30 days of the issue of the Occupancy Permit.

Colourbond fencing is prohibited.

## 14. Landscaping

Landscaping of your front yard is integral to presentation of your house and the visual quality of your street and must be completed within 6 months of the occupation of the house.

At least 40% of your site area forward of the house must be landscaped using appropriate plants, trees, lawn, ground covers, pebbles etc. Not more than 60% of the front yard is to comprise hard paved surfaces.

As a guide, minimum requirements. Supply and install:

- 20 selected shrubs in 150mm pots in the garden beds
- One (1) advanced feature tree
- Instant turf subject to water restrictions to the lawn area
- A single manual irrigation system to be operated from your front garden tap including a watering system to the garden bed area and to the feature tree
- Timber edging along the perimeter of the garden beds

Parking of vehicles on front gardens is discouraged.





## 15. Letterbox

Letterboxes must complement the house in terms of materials, colour and style and must be erected within 6 months of issue of the Occupancy Permit.

## 16. Recycled Water

The builder is to provide third pipe provisions to the dwelling for future Recycled Water use. Minimum requirement of 1 connection point for recycled water use to the laundry.

## 17. Outbuildings, Structures and Screening

Outbuildings with a size:

- of 20 square metres or less are to be constructed of colour bonded metal sheeting or a similar finish and colour to complement the exterior of the house; and
- of more than 20 square metres to be constructed of the same building materials and roofing materials and in the same colour as the house on the lot.

Outbuildings are to be located at the rear of the lot and not be visible from the street.

The maximum height of any outbuilding is 3.6m at the ridgeline, measured from natural ground level.

The maximum height of any perimeter wall, excluding the gable infill, is 2.4m, measured from the natural ground level.



## 18. General

Ground-mounted items such as heating and cooling units, rubbish disposal containers, swimming pools, spa pumps, water tanks, clothes hoists and washing lines must be screened from public view and must not be visible from the street or any public reserve.

The following roof-mounted items are to be positioned so they are not visible from the street:

- air conditioning units
- evaporative cooling units
- heating systems
- satellite dishes
- external plumbing
- water tanks; and
- antennae.

Evaporative cooling units for your house must be:

- a low profile 'contour' type unit
- the same colour as the roof
- placed a minimum of half way to the rear of your house; and
- placed below the ridge line.

## 20. Signage

Signs and hoardings, advertising of products and businesses including 'Land for Sale' signage will not be permitted on residential lot apart from those created by the Developer or its agent. House for sale signage is permitted but limited to one sign only.

## 19. Commercial Vehicles

Trucks or commercial vehicles (exceeding 1.5 tonnes), recreational vehicles, boats and caravans must be screened from public view when parked or stored on the lot.

Except with the prior written consent of the Design Assessment Panel, vacant or partially developed lots must not be used for the storage of:

- caravans
- boats
- containers
- trucks
- sheds
- livestock; or
- any other unsightly items.

# Application Form

Please complete below information and submit to the DAP with your submission documents for approval to: [mike@urbtech.com.au](mailto:mike@urbtech.com.au)

if documents cannot be submitted via email in pdf format, please post to following address:

Urbtech Management  
PO Box 394  
Donvale VIC 3111

## Allotment details

Lot Number: \_\_\_\_\_

Street: \_\_\_\_\_

## Owner Details

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

## Contact

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

## Builder details

Company: \_\_\_\_\_

Contact person: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Correspondence To be sent to (please circle):

Owner or Builder

## Attachments

Site Plan (1:200)

Floor plan/s (1:100)

Elevations (1:100)

Schedule of:

external colours

and materials

Note: If submitted via post, plans must be A3 size.

