Our Ref: PA2017/5788/1

28 February, 2020

Human Habitats Pty Ltd Se 424 838 Collins Street DOCKLANDS VIC 3008

Dear Sir/Madam,

Planning Permit

No.:

PA2017/5788/1

Land:

LOT: 43 LP: 149080 V/F: 9623/613, 68-88 Sinclairs

Road, Deanside

Proposal:

Multi-Lot staged subdivision

I refer to the Sinclair Heights Housing and Design Guidelines (Guidelines) submitted for endorsement under condition 7 of the above planning permit.

I wish to advise that the submitted document is satisfactory to Council and has been endorsed.

A copy of the endorsed Guidelines is enclosed.

If you have any queries regarding this matter please contact me on 9747 7156.

Yours Sincerely,

Valentine Sedze

Senior Major Developments Planner

A thriving community where everyone belongs

Civic Centre 232 High Street Melton VIC 3337

Melton Library and Learning Hub 31 McKenzie Street Melton VIC 3337

Caroline Springs Library and Learning Hub 193 Caroline Springs Blvd Caroline Springs VIC 3023

Postal Address PO Box 21 Melton VIC 3337

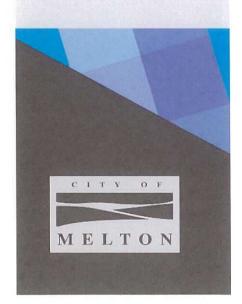
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DX 33005 Melton ABN 22 862 073 889





MELTON PLANNING SCI	HEME
This is the document referred to in Plann No. PA2017/5783/1 Pages 1	ning Permit to 16
	12/2020 Date



DESIGN GUIDELINES

SUBJECT TO COUNCIL APPROVAL

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Human Habitats - Document Information Issue Date Prepared for Prepared by Reviewed by Project No.

2020.02.27 Sekhon Associates Pty Ltd Thomas Keating José Virguez 10576



STEP-BY-STEP GUIDE TO APPROVAL

2 Design your home	
3 Submit your plan to the The Sinclair Heights Design Panel	
4 Receive approval from the The Sinclair Heights Design Panel	
5 Obtain building permit	
6 Start construction within 12 months of settlement date	
7 Complete construction within 24 months of settlement date, including the garage, driveway, fencing and retaining walls	
8 Complete fencing within 30 days of Certificate of Occupancy being issued	
9 Complete landscaping within 6 months of the Certificate of Occupancy being issued	



We are pleased that you've chosen to be part of our master planned community. To ensure that our community looks beautiful and feels welcoming well into the future, there are some Housing Design Guidelines to follow when designing your new home. They will also help protect the integrity of your investment and provide you with peace of mind that every house in your neighbourhood is built to the same high standards as yours, while allowing everyone flexibility to express their individuality.

APPLICATION OF THESE 1.1 HOUSING DESIGN GUIDELINES

The guidelines are a straight forward set of objectives and guidelines for dwelling design that also provide flexibility in selection and choice of housing. In order to ensure compliance with the The Sinclair Heights Design Guidelines, all designs must be approved by the The Sinclair Heights Design Panel (SHDP) prior to submission for Building Permit approval.

In consideration of dwelling design the SHDP may exercise discretion to waive or vary a requirement where they deem appropriate for the development. The Guidelines are subject to change by the developer at any time without notice following planning approval by City of Melton. All decisions regarding the Guidelines are at the discretion of the SHDP. The Guidelines are subject to changes by the City of Melton.

SMALL LOT HOUSING CODE 1.2

Lots with an area less than 300m² are subject to the requirements of the Small Lot Housing Code (SLHC) in addition to the Guidelines in areas including Landscaping, colour palette and ancillary uses subject to SHDP approval. Where there is a conflict between the requirements of the Guidelines and SLHC, SLHC will take precedence except where specific lots have been identified for variation in front setbacks (see 2.2 Building Setbacks).

APPROVAL PROCESS 1.3

All homes built at The Sinclair Heights must be approved by the SHDP prior to lodging for any Building Permit or commencing any works. The SHDP is appointed by the developer to implement the objectives of the Housing Design Guidelines. Please note that any proposal or element of a proposal that meets the objectives of the Housing Design Guidelines, but is not strictly in accordance with the wording of the Housing Design Guidelines, may be approved by the SHDP.

Approval by the SHDP however does not exempt the plans from any building or statutory regulations, nor infer compliance with the building regulations or other applicable statutory legislation. Separate approval must be obtained from relevant authorities.

Allowance has been made for two submissions for each Design Approval application. Each additional submission will incur an administration fee. New submissions for a lot that already has an approved application will also incur an additional fee for each submission. No claims shall be made to the developer or their representatives with respect to the decisions made.

1.4 SUBMISSION REQUIREMENTS

All submissions for SHDP must include the following information:

- Site plan at 1:200, with dimensions and showing the building outline, setbacks and % value of site permeability.
- All floor plans, roof plans and elevations at 1:100, showing with dimensions, the internal layout, and any pergolas, decks, terraces, balconies, verandahs, windows, doors and other openings.
- Provide printed samples or images (swatches, colour photos, etc.) of all proposed external materials and colour selections.
- Landscape plan at 1:100, with dimensions and showing the indicative extent of all hardscape and softscape, and a planting schedule that lists all proposed species referenced on landscape plan.
- For lots with greater than 1.5m land fall, please include at least one sectional drawing, at 1:100, that explains the extent of proposed cut and fill location and heights and materials of proposed retaining walls.

1.5 SUBMISSIONS

When you are ready to submit your application for Design Approval, you can lodge it to the SHDP. As well as being a source of information, the SHDP can help Owners, Designers, Builders and Developers to lodge and keep up to date with the progress of their submission from lodgement through to approval. Generally, the SHDP will review and respond to you within 10 working days of submission, but this time may vary depending on the nature and completeness of the submission.

HANDY HINT

Please note that incomplete submissions are the single greatest cause of delays in obtaining Design Approval.

Check that the submission includes all required information before lodging it. Complete submissions take the least time to process, review and approve.

1.6 RE-SUBMISSIONS

Should a re-submission be required, please ensure that any alterations or changes are highlighted on the plans or in any accompanying communication. This will help to speed up the processing and assessment.

1.7 TIMING

- 1.7.1 Construction of your home should start within 12 months of the settlement date. Completion of your home should occur within 24 months of settlement.
- 1.7.2 All front gardens must be landscaped in accordance with these Guidelines (including all soft landscape, driveways and pathways) within 6 months of issue of the Certificate of Occupancy.
- 1.7.3 Fencing must be constructed within 30 days of the issue of the Certificate of Occupancy.

1.8 OTHER APPROVALS

The requirements detailed in this document are in addition to, and not in lieu of, any other legal requirements. It is the responsibility of the owner to ensure any other approvals, authorisation permits or other requirements are obtained and satisfied.

1.9 DEFINITIONS

For the purposes of these guidelines:

- Public Realm is any land that is within the ownership of a public body, including Council and servicing authorities.
- Primary Street Frontage is the boundary that abuts the Public Realm.
- A corner lot is any lot that has more than one boundary that abuts the Public Realm.
- On corner lots, the primary street frontage is the shorter one adjacent to the street, unless otherwise noted on the Plan of Subdivision.



LAND PLANNING

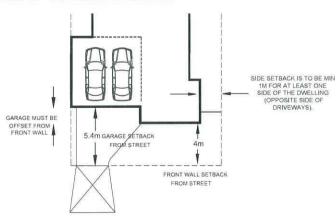
2.1 LOT LAYOUT

2.1.1 Only one dwelling is permitted per lot with the exception of and super-lots A, B & C.

2.2 BUILDING SETBACKS

- 2.2.1 The dwelling (front building line) must be setback a minimum of 4m from the front boundary.
- 2.2.2 Garages accessed from the front of a lot should be set back 5.4m minimum from the front boundary of the lot.
- 2.2.3 Porches, verandahs and porticos less than 4 metres in height may encroach up to 1.5 metre into the front setback.
- 2.2.4 All dwellings with a frontage less than 20m must employ a 1m side setback on at least one side of the dwelling.
- 2.2.5 Eaves, fascias, gutters, chimneys, flue pipes, water tanks and heating or cooling or other services may encroach 0.5m into the setback around the whole dwelling excluding garage walls on the boundary.
- 2.2.6 Dwelling on corner lots must be setback a minimum of 2 metres from the secondary street frontage.
- 2.2.7 The following small lot housing allotments must employ a 4m front setback Lots 122, 136, 137, 138, 213, 214, 219, 220, 223, 224, 227, 233, 235, 236 253 & 314.
- 2.2.8 The following conventional allotments must employ a 3m front setback Lots 108, 111, 338 & 449.

2.2-2 GARAGE SETBACK

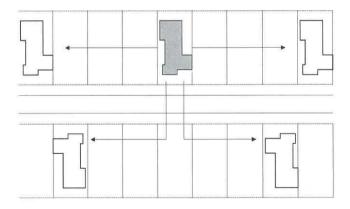


2.2.9 Where facing the secondary street frontage, the garage must be setback a minimum of 5.0rn from the secondary street frontage. An easement running along the rear of the lot cannot be built over, and the garage may have to be setback from the rear boundary to accommodate the easement. Garages must be located adjacent to the lot boundary but are not permitted adjacent to boundaries abutting public realm.

2.3 BUILT FORM VARIETY

- 2.3.1 Similar façades will not be allowed within 3 lots of each other along both sides of the street subject to the SHDP.
 2.3.2 If any two façades are deemed not to comply with this requirement, the earlier application will take precedence.
 Careful siting of dwellings and garages is important for the following reasons:
- Ensuring good presentation of the dwelling from the street
- Maximising the benefits of passive solar design
- Promoting energy efficiency
- · Minimising overlooking
- · Respecting the amenity of neighbours.

2.3-1 BUILT FORM VARIETY





2.4 BUILDING HEIGHT

2.4.1 Maximum building heights are subject to zoning requirements. Lots zoned general residential have a maximum building height of 11m. Lots zoned as Residential Growth have a maximum building height of 13.5m

BUILDING DESIGN

3 OBJECTIVES

- To encourage designs that are contemporary.
- To ensure dwellings incorporate clean, simple and wellproportioned roof lines to create interest, contribute positively to the character of the street and provide good passive solar performance.
- To achieve a level of street surveillance through the encouragement of street facing windows on both primary and secondary streetscape interfaces.
- To ensure all corner lots which have any façade facing a street or other open space are designed so that all sides are articulated and well presented when viewed from the public realm.
- To promote a considered selection of materials and colours which complement landscaping (public and private) and contribute positively to the streetscape.
- To ensure entries and/or garages facing the secondary street frontages are considered where they are located adjoining open space and linear pedestrian open space links.

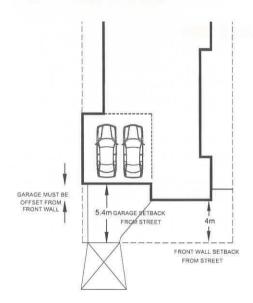
3.1 CHARACTER AND VISUAL STYLE

3.1.1 A variety of architectural character and visual styles are encouraged.

3.2 MASSING AND ARTICULATION

- 3.2.1 Each dwelling must incorporate a front entry point that is readily visible from the primary street frontage and complementary to the overall design.
- 3.2.2 The front entry point must take the form of a portico, porch, verandah or other feature, to the satisfaction of the SHDP.
- 3.2.3. Articulate building façades along both primary and secondary frontages through the use of openings, balconies, variation of materials, recessed and projected elements on ground and upper floor to reduce the overall mass of the building.
- 3.2.4 Two storey dwellings must incorporate articulation of the front façade.
- 3.2.5 As well as the minimum setback from the front boundary, garages should be set back from the front wall of the dwelling.
- 3.2.6 Habitable rooms should be located on the primary facade to provide a clear view to the primary streetscape.

3.2-5 GARAGE OFFSET FROM FRONT FACADE





3.3 ROOF DESIGN

- 3.3.1 A variety of roofing forms and styles is encouraged.
- 3.3.2 Articulated roof shapes are preferred.
- 3.3.3 Innovative roof designs that incorporate some flat elements will be assessed on their design merit.
- 3.3.4 Parapets are permitted on the front façade.
- 3.3.5 All dwellings are required to ensure all ceiling and building heights comply with Clause 54 or 55 of the Melton Planning Scheme.
- 3.3.6 All roofs must incorporate a minimum eave of 450mm to the front façade and return to point of the first habitable room or 3m, whichever is greater. Side and rear eaves are strongly encouraged.
- 3.3.7 All upper floor pitched or skillion roofs must incorporate a continuous 450mm eave.
- 3.3.8 Pitched roofs must be a minimum of 22 degrees.
 Stand alone skillion roofs must be a minimum of 10 degrees and 22 degrees when combined with a pitched roof.

3.4 CORNER LOTS

- 3.4.1 Dwellings on corner lots must includeeaves to all sides facing the public realm of a minimum450mm overhang.
- 3.4.2 In addition to the above requirements, dwellings on corner lots must address the secondary frontage by incorporating similar design features to those used on the primary frontage.

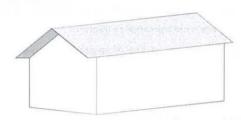
Suggested features include, but are not limited to:

- · Windows with matching head heights.
- Highlight materials and finishes and articulations that wrap around from the primary façade.
- · Other treatments, to the satisfaction of the SHDP.
- 3.4.3 Corner features are encouraged to be readily visible from the public realm. Please note that blank walls forward of the return fence are not allowed.
- 3.4.4 Corner dwellings should include a habitual room with a clear view to secondary streetscapes.

3.4.5 Materials and articulation treatments used on a corner dwelling's front facade should continue onto other façades facing the secondary streetscape / public realm.

3.3 ROOF DESIGN OPTIONS

PITCHED ROOF



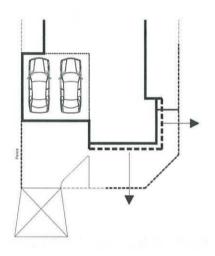
SKILLION ROOF



FLAT ROOF



3.4-2 CORNER LOT FRONTAGE





3.5 MATERIALS AND FINISHES

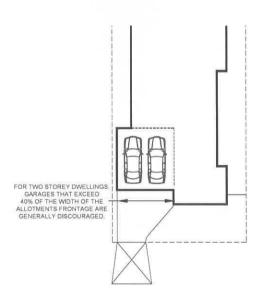
- 3.5.1 The front façade must be finished with a mixture of at least 2 different materials/finishes. Brick, weatherboard and rendered brick are strongly encouraged. Rendered cement sheeting is not to be used on the front facade.
- 3.5.2 Roof cladding must complement the style of your home.
- 3.5.3 Roof materials must be matte finish and non-reflective.
- 3.5.4 External glazing that is visible from the public realm should not contain lead-light, stained glass, reflective glass or patterned film.
- 3.5.5 The front facade (and secondary frontages) must not include recessed lightweight infill panels above openings, including doors, windows or garage doors (i.e., the opening should not be recessed, and must match the sides of the opening in materials, colour and finish).
- 3.5.6 Facade colours must be neutral. Proposed colour palette to be reviewed by the SHDP.
- 3.5.7 Architectural features should be highlighted by varied colours or shades. Bright or fluorescent colours are not supported.
- 3.5.8 Roll down security shutters must not be visible from the public realm.
- 3.5.9 Dwelling façades must incorporate a maximum of 75% total wall coverage (excluding windows/openings) of any one material or colour.

3.6 CAR ACCOMMODATION

- 3.6.1 All lots must incorporate an enclosed garage.
- 3.6.2 Minimise the impact of garage doors and driveways to the dwelling and the street by locating vehicle access appropriately.
- 3.6.3 Garages accessed from the primary frontage of a lot must be integrated into the overall form of the dwelling.
- 3.6.4 Garages that are not accessed from the primary frontage may be detached.

- 3.6.5 Lots with a frontage of more than 12.5m should provide a double garage. Maximum width allowable for the garage door is 5.5m.
- 3.6.6 For Lots over 300m² with a frontage under 12.5m, a single garage is require with a maximum door width of 2.6m.
- 3.6.7 Garage door openings on single storey homes must not exceed 40% of the width of the lot frontage.
- 3.6.8 Roller doors are not permitted.
- 3.6.9 For lots over 300sqm with a frontage under 12.5m, a single garage is required with a maximum door width of 2.6m.
- 3.6.10 For two storey dwellings, garages that exceed 40% of the width of the allotments frontage are discouraged.
 Notwithstanding, they will only be permitted where balconies or windows are provided above the garage.
- 3.6.11 The architectural character of the garages should adopt the same roofline as the dwelling.

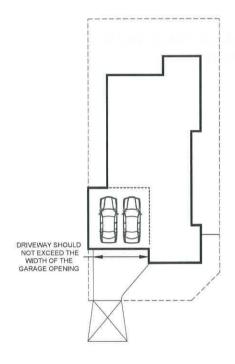
3.6-7 GARAGE DOOR WIDTHS3.7 DRIVEWAYS





- 3.7.1 Each lot must have a maximum of one cross-over per frontage.
- 3.7.2 For corner dwellings, garages must not be located on the corner where the primary and secondary frontages meet.
- 3.7.3 The driveway must be constructed prior to the occupancy of the dwelling.
- 3.7.4 The driveway should not exceed the width of the garage opening.

3.7 DRIVEWAY OFFSETS AND WIDTHS



4 OBJECTIVES

- External elements must be used to complement the overall dwelling and design in an integrated way.
- The streetscape and neighbourhood character must be protected by ensuring all building and dwelling services are hidden from view from the public realm.

4.1 STAIRS, BALCONIES AND AWNINGS

- 4.1.1 External stairs to upper storeys of a dwelling are discouraged. Specific dwelling designs requiring this treatment may be assessed by the SHDP on design merits.
- 4.1.2 Column/post types and widths for verandahs, porticoes and pergolas must be proportional to other façade elements.

4.2 WINDOW SCREENING

- 4.2.1 Screens that have not been considered as part of the overall façade and elevations of the dwelling will not be approved.
- 4.2.2 Window screening located on a dwellings primary or secondary frontage will not be approved.

 Battens in either a horizontal or vertical screen are an efficient means of screening a window. Where timber is to be used, the detailing and 'look' of the screen should
- 4.2.3 Window furnishings to front facade, should be done with 3 months of moving in.
- 4.2.4 Roller shutters are not allowed.

complement the remainder of the dwelling.

4.3 LETTER BOXES

- 4.3.1 The letter box must be clearly in view at the front of the property, next to the driveway or front gate, or in a similar position with the number of the property clearly displayed.
- 4.3.2 The letter box must be positioned in a location that is clear of obstacles.
- 4.3.3 Letter boxes should complement dwelling and landscape style and sized as per Australia Post recommendations.



4.4 LAND FORM (RETAINING WALLS)

4.4.1 The maximum height of any retaining wall is generally 1.0m. If higher, more than one wall should be used in conjunction with graded slopes and other landscape treatment to soften the appearance of the change in levels.

4.4.2 The provision of a landscaping strip of approximately 200mm in front of the retaining wall to soften the height is also encouraged.

4.4.3 Retaining walls visible from the public realm must be constructed from a material and finish to complement the dwelling, to the satisfaction of the SHDP.

4.5 FENCING

- 4.5.1 Front fencing is not allowed.
- 4.5.2 Fencing between Lots (Side and Rear) must be provided and should be:
- · Constructed with timber posts and lapped palings
- Terminated by returning to meet the closest wall of the dwelling and a minimum of 1m behind the closest front wall of the dwelling, unless it is on the rear boundary of an adjoining lot
- · A maximum height of 1.8m above natural ground level

4.6 CORNER FENCING

(Fencing to Public Realm Boundary other than the Frontage)
4.6.1 High Side/Rear Corner Fencing must be constructed with:

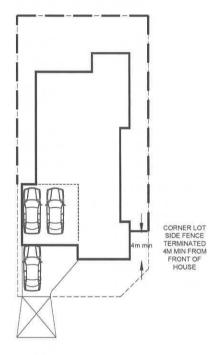
- · Minimum 1.2m high, exposed timber posts
- · Maximum 1.8m high, lapped and capped palings
- 150mm bottom plinth

- 4.6.2 All corner lot front fencing must be:
- Terminated a minimum of 4m behind the closest front wall of the dwelling
- Terminated by returning to meet the closest wall of the dwelling (return fence)
- High quality fencing treatments should be employed in secondary frontages

4.7 GATES

4.7.1 Any gate in a fence must match or complement the fence in terms of materials and finishes.

4.6-2 CORNER FENCING





4.8 LANDSCAPING

Landscape works are part of the design approval process. A landscape plan must be approved prior to the commencement of construction.

4.8.1 More than 40% of the front garden is to comprise hard paved surfaces, including the driveway and front path.

4.8.2 30% of front garden area is to be soft planted garden beds.

4.8.3 A minimum softscape area of 60% of the total front garden area is to be installed and must contain free draining surfaces such as:

- Grass
- · Garden beds containing trees, shrubs, tufting plants
- Groundcovers
- · River pebbles or Lilydale toppings or similar
- 4.8.4 Turf used must be warm season variety.

4.8.5 Consideration should be given to the cultivation of existing soil in the garden beds to a 200mm depth and the addition of imported topsoil and fertiliser to the garden bed.

- 4.8.6 Garden beds must have 80mm layer of mulch.
- 4.8.7 All garden bed areas within the front yard should be edged using brick, timber, or steel edges.
- 4.8.8 At least one tree with a minimum installation height of 2.0m should be planted between the front building line and street boundary.

4.8.9 Trees installed must have a minimum mature height of 4.0m. Careful consideration should be given to the tree type and location, so that the tree will not affect the foundations of the home, driveway or relevant authority assets.

4.8.10 Minimum further plantings that are encouraged in the front yard are:

- A minimum of 5 medium to large shrubs (from 200mm pot size at installation) and;
- A minimum of 8 smaller shrubs or ground cover plants (from 150mm pot size at installation).
- 4.8.11 The nature strip(s) outside the lot is/are included as

part of the works required for successful completion of the landscaping. Nature strips must achieve neat and even grass coverage and any damage caused during construction of the dwelling must be rectified.

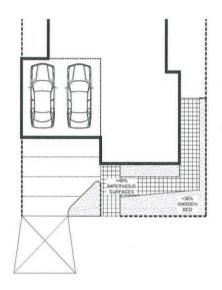
4.8.12 Grass lawn must be installed on a minimum 100mm depth of topsoil.

4.8.13 Plant Species are to be selected from the Species List derived from Council's Landscape Guidelines

4.8.14 Avoid the use of prohibited weed species.

4.8.15 Plant species are to be hardy, appropriate to the site and have reasonable drought tolerance.

4.8-1 LANDSCAPING



4.9 RAINWATER TANKS

Alternative water supplies will be required within the development to reduce stress on the potable water reserves.

4.9.1 Minimum of a 2kL rainwater tanks are required on all lots greater than 300m².

4.9.2 Rainwater tanks will be required to be connected to toilets for flushing and used for outdoor purposes such as garden irrigation.



5.0 ANCILLARY ITEMS

RECYCLED WATER

5.1 Each dwelling must incorporate plumbing that allows for connection to any future recycled water supply.

FIBRE TO THE HOME

5.3 All homes will be provided with high optical fibre connection installed in accordance with the relevant preparation and installation guide.

EXTERNAL LIGHT FITTINGS

5.4 Light fittings that do not incorporate a diffuser or light shade should not be installed in any location that is visible from the public realm.

5.5 External light fittings must not result in excessive light spill.

SERVICE EQUIPMENT

- 5.6 Satellite dishes, antennae and external receivers should be:
- · Located to the rear of the dwelling
- · Not readily visible from the public realm

Heating and Cooling Units should be:

- · Positioned below the ridge line
- · Positioned to the rear of the roof and
- · Coloured to match the roof as far as practical.

SUSTAINABILITY

5.7 Photovoltaic cells, solar panels and the like may be located to maximise their efficiency as long as they integrate with the roof form.

5.8 Energy efficient appliances and lighting systems (such as LED lights) are encouraged.

SCREENING

5.09 Ancillary elements should be located so that they are not readily visible from the public realm.

This includes items such as:

- Rubbish bin storage areas
- Washing lines
- Hot water systems, evaporative units and external plumbing other than that for rain water
- Swimming pools and spa pumps
- Satellite dishes and television antennae

5.10 Trucks, commercial vehicles exceeding 1.5 tonnes, recreational vehicles, trailers, caravans, boats, horse floats or other like vehicles should be located so that they are not readily visible from the public realm when stored on the lot.

5.11 Detached garages, sheds or ancillary storage of boats, caravans or alike must not be visible from the public realm.

SIGNAGE

5.12 Signs to advertise the sale of a vacant lot are not permitted unless approved by the Developer.

MAINTENANCE OF LOTS

5.14 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.

5.15 The Purchaser shall not place any rubbish including site excavations and building materials on adjoining land, reserve or in any waterway.

CROSSOVER AND FOOTPATH PROTECTION

5.16 It is the responsibility of the landowner to ensure that any required asset protection permits are obtained prior to the commencement of building works.



STREET TREE PROTECTION

5.17 It is the responsibility of the landowner to ensure that any street trees and/or nature strips are protected during all building works.

PASSIVE DESIGN

- 5.18 Living spaces must be located to the north of the dwelling to facilitate solar access in winter months.
- 5.19 Where possible, provide adequate shading such as retractable shading devices, trees, tinted glass.
- 5.20 Locate private open space on the north side of the allotment and avoid being located along a primary frontage.



LOT LAYOUT	YES	NO
Is your home compliant to the required setbacks?		
MASSING AND ARTICULATION		
Does your home have the required visible front entry point in the form of a portico, porch, veranda or other		
feature?		
Is your home articulated to reduce overall building mass?		
ROOF DESIGN		
Is your roof constructed in one of the listed styles?		
Does the roof meet the minimum eave requirements?		
CORNER LOTS		
Does your home front onto the secondary street with walls detailed to the same quality as the primary frontage?		
Does your roof have 450mm eaves on both the primary and secondary frontage?		
MATERIALS AND FINISHES		
Does your home comply with the material and colour requirements?		
CAR ACCOMMODATION		
Does your home incorporate an enclosed garage that is setback from the front wall?		
Is your garage setback 5m from the front boundary.		
FENCING		
Is the fencing consistent with the above requirements?		
OTHER EXTERNAL ELEMENTS		
Does the gate comply with the design guidelines?		
Does the Landscaping comply with the above requirements?		
Does the letterbox comply with the above requirements?		
ANCILLARY ITEMS		
Do all features listed as ancillary items comply with the listed requirements?		

