

# MONUMENT

RISE ABOVE



DESIGN GUIDELINES

VERSION 3 - 2019



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# 1. PROJECT OVERVIEW

## 1.1 OBJECTIVES

The aim of these Design Guidelines is to help lot owners achieve a high quality of design and construction. This implementation of the safeguards described detailed here will help protect the interests of both owners and residents, and will bring about a high quality of built form by minimising the potential risk of disharmony occurring between neighbouring dwellings.

The Design Guidelines may be amended to reflect changes in design and building trends and/or amendments to legislation affecting building approvals.

## 1.2 DEVELOPER'S APPROVAL PROCESS

All homes built at Monument must be approved by the Monument Design Assessment Panel (DAP) prior to lodging for any Building Permit or commencing any construction of works. The DAP is appointed by the developer to oversee and implement the objectives of the Design Guidelines.

Please note that the DAP may approve any proposal, or element of a proposal, that is not strictly in accordance with the wording of the Design Guidelines if the DAP feels that it makes a positive contribution to the overall objectives of the built form at Monument.

No claims shall be made to the Developer, the DAP or their representatives with respect to the decisions made.

Allowance has been made for two submissions for each Developer's Approval application. Each additional submission may incur an administration fee, at the sole discretion of the DAP. New submissions for a lot that has already had an application approved may also incur an administration fee.

## 1.3 SUBMISSION REQUIREMENTS

All submissions for Developer's Approval must be in PDF format and include the following information:

- Site plan at 1:200, showing the building outline and setback dimensions from all boundaries, vehicle crossover location, extent of driveway and any other paths in the front setback, the extent and locations of all fences and retaining walls.
- Plans and elevations at 1:100, with dimensions and showing the internal layout, windows, doors and other openings, and any pergolas, decks, terraces, balconies, verandahs etc.
- 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 of proposed retaining walls.
- Printed samples or images (swatches, colour photos, paint chips 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.

## 1.4 SUBMISSIONS

When you are ready to make your submission for Developer's Approval, you can lodge it on the Developer's Approval Portal at [www.ngdd.com.au](http://www.ngdd.com.au):

Users must first register to use the portal. Once this has been done, log in and simply enter the relevant details when prompted.

As well as being a handy source of information, this portal will help Owners, Designers, Builders and Developers to lodge and track the progress of a submission from the initial lodgement through to approval.

Generally, we will review and respond to you within 10 working days of your submission, but this time may vary depending on the nature and completeness of your submission.

### Handy Hint

*Please note that incomplete submissions are the single greatest cause of delays in obtaining a Developer's Approval. Check that your submission includes all the required information before lodging it. Complete and thorough submissions take the least time to process, review and approve.*

## 1.5 RE-SUBMISSIONS

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

## 1.6 TIMING

Please note that there are various obligations regarding the timing of certain works.

1. A Developers Approval must be achieved within 9 months of the date that a Title is issued for a lot. (You should allow up to 10 weeks from the date of your first application to the date you receive a Developers Approval).
2. Construction must be completed within 12 months of either the Developers Approval date or the date a Title is issued (whichever is later). The date of completion is considered to be the date on the Occupancy Permit.
3. The driveway must be constructed prior to the occupancy of the dwelling.
4. All front gardens must be landscaped in accordance with these Guidelines (including all turf, soft landscape, driveways and pathways) within 3 months of issue of the Occupancy Permit.
5. Fencing must be constructed within 30 days of the issue of the Occupancy Permit.

## 1.7 SMALL LOT HOUSING CODE

These guidelines apply to all single dwelling lots at Monument. Lots that provide a single dwelling and have an area less than 300 square metres are also subject to the requirements of the Small Lot Housing Code (SLHC). In the event of any clash between the SLHC requirements and these Design Guidelines, the SLHC shall take preference. The DAP will not assess proposals against the requirements of the SLHC.

## 1.8 OTHER APPROVALS

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

## 1.9 DEFINITIONS

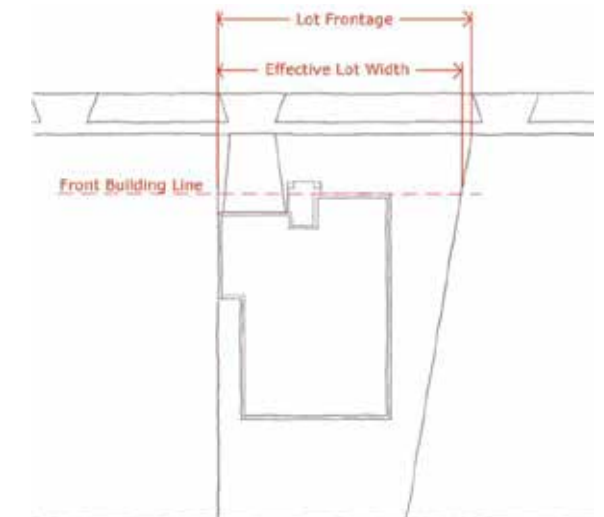
For the purposes of these guidelines:

- 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.

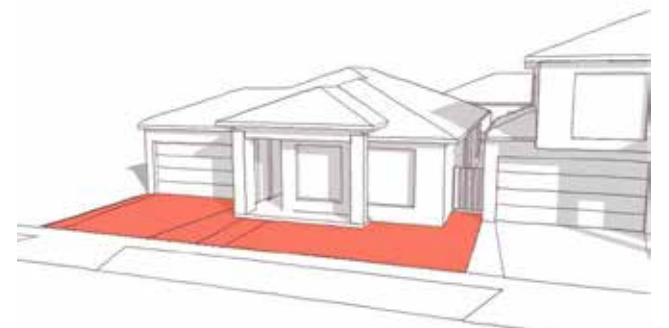
- A Corner Lot is any lot that has more than one boundary that abuts the Public Realm.



- On corner lots, the primary street frontage is the shorter one adjacent to the street, unless noted otherwise on the Plan of Subdivision.



- For irregular lots, the Lot Width is the width of the lot at the front building line. (The front building line does not include the entry feature of a dwelling).
- Front Loaded refers to a lot where the garage is accessed from the primary frontage.
- Side Loaded refers to a lot where the garage is accessed from a secondary frontage.
- Rear loaded refers to a lot where the garage is accessed from the rear of the lot, usually from a lane or secondary street.
- Front Garden refers to the whole area between the front boundary of a lot and the dwelling, garage & return fence.





# 2. DESIGN

## 2.1 SITE LAYOUT

1. Only one dwelling is permitted per lot, unless noted otherwise on the relevant Plan of Subdivision.
2. The width of the front elevation must comply with the following:

Lot Width	Minimum Width Ground Floor	Minimum Width First Floor (where applicable)
Less than or equal to 12.5m	85%	60%
More than 12.5m and less or equal to 16m	80%	55%
More than 16m	75%	50%



## 2.2 SETBACKS

All setbacks and encroachments must comply with the relevant Victorian Building Regulations. This means that:

1. The front wall must be set back at least 4m from the front boundary
2. Garages must be set back at least 5.4m from the front boundary.
3. All lots should have a rear setback of 2m.
4. All side setbacks must be a minimum of 1.0m, apart from garages which may be built on the side boundary.



5. Dwellings on corner lots must be setback a minimum of 2m from the secondary street frontage.
6. Eaves, fascias, gutters, chimneys, flue pipes, water tanks and heating or cooling or other services may encroach no more than 0.5m into the setback around the whole dwelling excluding garage walls on the boundary.

## 2.3 STREETScape VARIETY

1. Overly similar façades are not permitted within 3 lots of each other along both sides of the street.



The determination of this issue will be at the sole discretion of the DAP.

If any two façades are deemed not to comply with this requirement, the earlier application will take precedence.

## 2.4 CHARACTER AND VISUAL STYLE

1. A variety of architectural character and visual styles is encouraged and allowed.

Whilst not specifically prohibited, "period" façades and architectural features will be assessed in the context of the surrounding building mass and stylistic characteristics.

2. Each dwelling must incorporate a prominent front entry feature that is readily visible from the primary street frontage and complementary to the overall dwelling design.
3. The front façade of each dwelling must also incorporate articulation of some sort, to the satisfaction of the DAP. Articulation can be provided by the entry feature above, and/or the use of materials, windows, stepped walls etc. Large areas of blank, unarticulated walls will not be approved.
4. Please note that sliding windows are not permitted on any façade that faces the public realm.

5. As well as the minimum setback from the front boundary, garages must also be stepped back at least 500mm from the front wall the dwelling. Allowable encroachments into the front setback must not be used to calculate the 500mm garage step back.

## 2.5 ROOF

1. Pitched roofs must have:
  - a roof pitch of between 20° and 25°
  - a minimum eaves width of 450mm to the front façade, including the garage.
  - a minimum 1m return of the eaves along the side wall of any single storey roof
  - a minimum eaves width of 450mm to the entire upper level on two storey dwellings
2. Parapets on the front façade are permitted, but they must be returned along a side wall for at least 500mm. Parapets without a return along the side will not be approved.
3. Corner lots have slightly different requirements for roof design. Please refer to Section 2.8.

## 2.6 EXTERNAL AND FINISHES

1. Colour schemes should adopt a palette of muted, neutral tones. Bright and vibrant colours will only be approved if used in small areas to complement the main colours and finishes.
  2. The walls of the front façade must be finished with a mixture of at least 2 different materials/finishes.
  3. One material or colour must not account for more than 75% of the front façade. This calculation does not include any openings (i.e. doors, including the garage door, windows etc.)
- A 100% render facade will be considered if it incorporates 2 contrasting colours and one of these accounts for no more than 75% of the front façade. 2 contrasting face brick colours will not be approved.

4. Any façade that faces the public realm must not include infill or recessed panels above doors, windows or garage doors. The finish above the opening must match the finish on either side of the opening, unless the DAP considers the panels to be part of an allowable design element.
5. Roof cladding must compliment the style of your home. Acceptable materials include pre-finished, corrugated roof sheeting in lighter colours and roof tiles.
6. Roof materials and rainwater fixtures, including gutters, flashing, fascias and cladding, must be matte finish and non-reflective. Galvanized, zincalume or unfinished roof materials and rainwater fixtures are not permitted.
7. External glazing that is visible from the public realm must not contain lead-light, stained glass, reflective glass or patterned film.
8. Roll down security shutters must not be visible from the public realm.

The final decision relating to all materials, finishes and colours is at the discretion of the DAP.

## 2.7 GARAGE

1. All lots must incorporate a fully enclosed garage. Carports and open sided garages are not allowed.
  2. Garages accessed from the primary frontage of a lot must be integrated into the overall form of the dwelling and must be set back at least 500mm from the front building line.
  3. Garages that are not accessed from the primary frontage may be detached, at the discretion of the DAP.
- Detached garages must match or complement the dwelling in materials, colours and finishes and must have a roof form consistent with the dwelling.
4. Rear Loaded lots must incorporate a garage at the rear of the lot. Crossovers are not permitted on the front boundary of these lots and garages are not permitted to be located at the front of these lots.
  5. Roller doors are not permitted if they are visible from the public realm.
  6. For single storey homes that are front loaded, garage door openings must not exceed 40% of the lot width.

7. For two storey dwellings that are front loaded, garage door openings that exceed 40% of the lot width are discouraged. Notwithstanding, they will only be permitted where balconies or windows are provided above the garage.
8. Front loaded lots with a lot width of 12.5m or more must provide a double garage.
9. Single Storey dwellings on front loaded lots with a lot width less than 12.5m must provide a single garage with a maximum door width of 2.6m.
10. For two storey dwellings on lots with a frontage of 10.5m or greater but less than 12.5m, a double garage with a maximum door width of 4.8m may be permitted, if meeting with 2.7.7 above.
11. Notwithstanding 2.7.8, garages on front loaded lots with a lot width less than 8.5m should comply with the Small Lot Housing Code incorporated in the Melton Planning Scheme.

### Corner Lot Garages

12. Garages on corner lots must not be located on the corner where the primary and secondary frontages meet.
13. Garages located on the secondary frontage must be setback a minimum of 5m from the secondary street frontage.
14. Garages should not be constructed over easements.
15. Garages are not permitted adjacent to boundaries abutting public open space.

### Triple Garages

16. Triple garages are strongly discouraged. In addition to the other requirements in this section, triple garages will only be allowed where:
17. 14(a) the dwelling is either a single storey and the combined garage door openings do not exceed 40% of the effective lot width or the dwelling is on a corner lot with an effective lot width of at least 20m; and

18. 14(b) garages must comprise either one double and one single garage element or three single garage elements with a column/pillar dividing at least two of the elements; and

19. 14(c) the wall that contains the third door must be stepped back at least 500mm from the other front wall of the garage.

## 2.8 CORNER LOTS

1. Dwellings on corner lots must address the secondary frontage by incorporating the same or similar design features to those used on the primary frontage. Acceptable features may include:

- Windows with matching head heights.
- Highlight materials and finishes that wrap around from the primary facade.
- Other treatments, to the satisfaction of the DAP, such as stepped walls, pergolas, roof features etc.

2. Dwellings on corner lots must include eaves to all sides facing the Public Realm, unless otherwise approved by the DAP.

3. Materials/features used on the front façade must extend to the secondary frontage for a minimum of 3m.

4. Corner dwellings should include a habitable room with a clear view to secondary streetscape.

5. Corner features must be forward of the return fence and/or readily visible from the public realm.

Please note that blank walls forward of the return fence are not permitted.

Corner lots also have additional fencing requirements compared to lots that are not corner lots. Please refer to section 2.10

## 2.9 DRIVEWAYS

1. Each lot is limited to one cross-over.

2. Driveways must taper to the width of the crossover at the boundary and should not exceed the width of the garage opening where the driveway meets the garage.

3. The driveway must be set back a minimum of 400mm from the side boundary to provide a strip for landscaping

4. Driveways must be constructed from:

- Exposed aggregate concrete; or
- Coloured concrete; or
- Stamped / stencilled concrete; or
- any other DAP approved finish.

5. Plain (uncoloured) concrete driveways are not permitted.

## 2.10 FENCING

### Front Fencing (fencing forward of the dwelling or garage)

1. Fencing forward of the dwelling is not permitted, unless it is on the rear boundary of an adjoining lot.

### Side and Rear Fencing (fencing between Lots)

2. Side and rear fencing must be:

- Constructed with exposed timber posts, a 150mm bottom plinth, lapped timber paling and timber capping; and

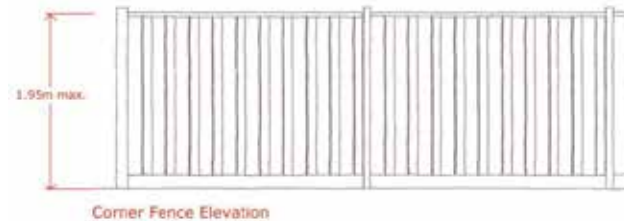


- A maximum height of 1.95m above natural ground level; and
- Terminated behind the closest facade wall, unless the fence is on the rear boundary of an adjoining lot.
- Returned to meet the closest side wall of the dwelling or garage (return/wing fence).

### Corner Fencing (Fencing to a Public Realm Boundary other than the Frontage)

3. In addition to the specification of the side and rear fence, Corner Fencing must:

- Incorporate at least 2 panels which have a 15mm gap between the palings instead of having lapped palings; and
- Ensure that any rails are not on the public realm side of the fence; and
- Terminate a minimum of 3m behind the closest front wall of the dwelling or 1m behind any corner treatment, whichever is greater; and
- Terminate by returning to meet the closest wall of the dwelling (return/wing fence).



### Return/Wing Fence (Fencing between the boundary fence and the dwelling or garage)

4. The return/wing fence must be:

- Constructed to match the boundary fence; and
- Located at least 1m behind the closest façade wall for a side/rear fence
- Located at least 3m behind the closest façade wall for a corner fence



## 2.11 LANDSCAPING (FRONT GARDEN)

These Design Guidelines also incorporate a series of requirements for your front garden that will ensure that streets are attractive and coordinated.

Selected lots qualify for their front garden to be designed and installed at no cost to the owner. For these lots, the owner will be able to choose a preferred design from 6 pre-approved front garden designs. A landscape contractor will be engaged and paid directly by the Developer to install your preferred design.

For further details, please refer to your Contract of Sale or the Sales Office.

For all other lots, the landscape works to the front garden and nature strip are part of the design approval process. A landscape plan must be approved as part of the Developer Approval process and must incorporate the following:

1. Front gardens should be planted with a minimum of one canopy tree per standard residential lot frontage combined with lower scale planting. The canopy tree should have a minimum mature height of 4m and an installation height of 2m

2. Impermeable hard surface materials must not exceed 40% of the front garden area including the driveway and front path.

3. A minimum softscape area of 60% of the total front garden area is to be installed. The softscape should consist of drought tolerant turf, garden beds and permeable surface materials including decorative stone aggregate or pebbles.

4. At least 30% of soft scape area must consist of planted garden beds containing:

1. a minimum of 5 medium to large shrubs (from 200mm pot size at installation); and

2. a minimum of 20 smaller shrubs or ground cover plants (from 150mm pot size at installation).

5. Consideration should be given to the cultivation of existing soil in the garden beds to a 200mm depth, the addition of imported topsoil and fertiliser to the garden bed, and the covering of the garden beds with pine bark or similar mulch.

6. All garden bed areas within the front yard must be edged using brick, timber, or steel edges.

7. 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. Artificial turf is not permitted in the nature strip.





## 3. LIVEABILITY



### 3.1 PASSIVE DESIGN

1. Where practical, living spaces should be located to the north of the dwelling to facilitate solar access in winter months.
2. Where possible, provision should be made to incorporate adequate shading such as retractable shading devices, trees, tinted glass etc. to prevent help control summer solar access.
3. Where practical, private open space should be located on the north side of the allotment and avoid being located along a primary frontage.

### 3.2 ENERGY EFFICIENCY & LIGHTING

1. It is encouraged that all internal light fittings such as down lights, pendants, wall mounts etc. allow for compact fluorescents or LED.
2. All dwellings are encouraged to be designed and built to achieve a 10-20% reduction in greenhouse gas emissions in line with the relevant rating tools such as Green Star (GBCA), NABERS and AccuRate.
3. External light fittings should not result in excessive light spill.

## 4. SERVICE AND ANCILLARY ITEMS

### 3.3 FIBRE TO THE HOME

1. Connection to Monument's fibre to the home service is mandatory. Please refer to [www.nbnco.com.au](http://www.nbnco.com.au). For more details on the specific requirements for your home.

### 3.4 RAINWATER TANK

1. For lots greater than 300m<sup>2</sup>, each dwelling must incorporate a rainwater storage tank of at least 2000L. The rainwater storage tank must be located such that it is not readily visible from the public realm. The size and location of this tank must be nominated on the site plan submitted for Developer Approval.

### 4.1 SERVICE EQUIPMENT

1. Satellite dishes, antennae or external receivers must be:
  - located to the rear of the dwelling; and
  - not readily visible from the public realm
2. Heating and cooling units must be:
  - located towards the rear of the dwelling;
  - not readily visible from the street; and

if located on the roof, Heating and Cooling Units must be

- positioned below the ridge line
  - positioned to the rear of the roof and
  - coloured to match the roof as far as practical.
3. Photovoltaic cells, solar panels and the like may be located to maximise their efficiency as long as they integrate with the roof form.

### 4.2 SCREENING

1. Ancillary structures and elements must be located so that they are not readily visible from the public realm. This include items such as
  - rubbish bin storage areas
  - washing lines
  - hot water systems
  - any water storage tanks
  - spa pumps
  - external plumbing other than that for rain water
  - Sheds and outbuildings
2. Trucks, commercial vehicles exceeding 1.5 tonnes, recreational vehicles, trailers, caravans, boats, horse floats or other like vehicles must be located so that they are not readily visible from the public realm when parked or stored on the lot.

### 4.3 SIGNAGE

1. Signs to advertise the sale of a vacant lot are not permitted unless approved by the Developer
2. One sign only may be erected to advertise the sale of a completed dwelling.
3. Signs for dwelling names and home businesses are not permitted.

### 4.4 WASTE MANAGEMENT

1. Waste management initiatives and practices are essential during the construction phase of the dwelling. Builders are to include recycling practices where possible, which include but are not limited to:
  - The use of skips rather than cages
  - Maintenance of waste records
  - Use of contractors who transport waste to a licensed recycling centre
  - Select materials and products which minimise and/or recycle packaging
  - Maximise the use of standard sizes of materials wherever possible
2. Disposal of all hazardous substances, pollutants and contaminants is to be in accordance with all state regulatory requirements. Where these materials are treated or used on site, they must be in accordance with a sanctioned remediation process.

### 4.5 MAINTENANCE OF LOTS

1. 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.
2. 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

3. 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

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

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