



DESIGN COMMITTEE CHECKLIST

BTDC DEVELOPMENT REQUIREMENTS

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APPLICANT DETAILS

Applicant Name(s) _____
Contact Phone & Email _____
Lot # / Street Name _____
Architect / Designer Name _____
Contact Phone & Email _____

DOCUMENT CHECKLIST

- ☐ Site Plan
- ☐ Features & Plan Survey
- ☐ Floor Plans
- ☐ Elevations
- ☐ Roof Plan
- ☐ Landscape Plan

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OBJECTIVE 1

CONTEMPORARY DESIGN

Development is to be contemporary and site responsive. It must complement the coastal and rural landscape and not overwhelm it.

☐ **Standard 1.1**

MANDATORY STANDARD

Select external building colours and materials that complement the surrounding vegetation.

- No white and near white finishes. Lightest tone to be Dulux Dieskau or similar.
- Avoid reflective finishes that have the potential to create glare and reflections to neighbours and the street.

☐ **Standard 1.2**

MANDATORY STANDARD

Outbuildings to have minimal visual impact.

- Shed/outbuilding structures must not exceed 150m² footprint in area.
- Outbuildings must match the design of the main house. This includes form, materials and finishes.
- If outbuildings are to be clad in steel sheet the colour must be Colorbond “Monument” or similar.
- Underground water tanks are preferred. If this is not possible visible water tanks must be Colorbond colour “Monument” or similar
- All outbuildings including gazebos, shade structures, sheds etc. to be contained within the defined building envelope.

☐ **Standard 1.3**

MANDATORY STANDARD

Designs are to be ‘coastal’ in character, rather than of period or suburban style.

- Buildings must have a lightweight appearance, rather than one of mass, weight and bulk.
- Roof lines and architectural forms must convey a combination of simplicity and distinction without elaborate detail and decoration. Roofs with multiple hips and valleys will not generally be approved.
- Downpipes should not be prominent and should typically match adjacent wall material colour.
- Facades should utilise light, shade and texture rather than smooth uninterrupted single coloured surfaces.
- Facades must have interesting recesses and projections rather than solid bulky structures and bland walls.
- The use of timber, stone and other natural materials is preferred.
- The use of block and brick is acceptable if used in contemporary ways rather than typical suburban brick veneer. Consider masonry stacking options, mortar colour and join profiles and masonry colour to create contemporary architectural solutions.
- Historical styles and period replicas will not be approved.
- If required roof lights must match the roof pitch with flat glazing. Polycarbonate skylights are unlikely to be approved

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OBJECTIVE 2

EMBRACE & PROMOTE ENVIRONMENTALLY RESPONSIBLE DESIGN

Thoughtful building planning and design to consider environmental sustainability. This includes building orientation, sun control, cross flow ventilation, thermal mass and natural light.

☐ **Standard 2.1**

Design the building to consider environmental sustainability.

- Orientate living spaces to allow for winter sun penetration
- Control excessive solar penetration into dwellings
- Provide opportunities for cross flow ventilation
- Window size and position to provide for good levels of natural light.
- Incorporate thermal mass e.g. internal masonry walls, concrete slab floor.

☐ **Standard 2.2**

MANDATORY STANDARD

Supplement town water consumption with on-site tank storage.

- Provide on-site storage of minimum capacity of 20,000 litres

☐ **Standard 2.3**

Minimise disruption to the natural topography and soil structure

- Design buildings in response to the gradient of the land rather than creating flat sites with large areas of cut and fill.

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OBJECTIVE 3

ENSURE NATURE BECOMES PROMINENT

Landscaping is considered a critical element in reinforcing the rural/coastal character of the area. Buildings should be designed to “settle” into the site within a landscaped shroud or cover. This provides additional shelter and protection to the buildings, potential shaded and protected areas for occupants and increased privacy between neighbours.

Buildings should be visually diminutive while landscape should be designed to become the visually prominent feature.

☐ **Standard 3.1**
MANDATORY STANDARD
Prominent Landscape

- The landscape design must enhance the overall appeal of the property and respond to the architectural character and quality of the natural environment.
- House and surrounding landscape design to be co-ordinated to ensure that planting becomes the prominent feature over time.
- Owners must create a landscape buffer along the front boundary of the property. All planting along the front boundary must be indigenous plants. This buffer is to ensure the main visual feature along the street is vegetation and houses are well screened from the street.
- Corner lots must incorporate a landscape buffer to all street boundaries
- Landscape to wrap around buildings. This includes a mixture of low and mid-level planting and significant trees. Note large trees should be planted at least 6m from building foundations.
- Consider planting along boundaries to soften the appearance of fences and/or use planting as an alternative to fencing.

☐ **Standard 3.2**
MANDATORY STANDARD
Entrance features must not dominate landscape.

- Wing walls or other entrance structures will not be approved. If gates are required, they must be set back from the boundary by at least 8m, constructed from galvanised steel/infill mesh and emulate a rural ‘farm gate’.

☐ **Standard 3.3**
MANDATORY STANDARD
Driveways and paths are to be permeable.

- Concrete driveways will not approved. Only permeable surfaces such as crushed rock, Lilydale toppings, interlocking permeable pavers or similar will be allowed.

☐ **Standard 3.4**
Driveways to have limited width.

- Driveway width must not exceed 4m except for small areas of widening for visitor parking or garage/ shed access.

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OBJECTIVE 4

TO SHARE AND PROTECT VIEWS WHERE POSSIBLE

A unique feature of the site is the ability to capture ocean and surrounding bushland views. All building envelopes have been strategically positioned to give the best outcome to the dwelling and its neighbours.

☐ **Standard 4.1**

MANDATORY STANDARD

Site planning to respond to the topography and views within the development

- All structures to be constructed within nominated building envelopes.
- All tennis courts and swimming pools to be located within building envelopes and outside of effluent disposal envelopes, unless it can be demonstrated to the satisfaction of the responsible authority via the preparation of a land capability assessment.
- Overall building height must not exceed 7.5m above natural surface level.
- Consideration given to mature tree heights to avoid significant disruption to important view lines of neighbours.

☐ **Standard 4.2**

Avoid unnecessary building height in pursuit of views.

- Consider stepping floor levels down sloped sites rather than stacking floor levels.

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OBJECTIVE 5

PROTECT PRIVACY AND AMENITY

All dwellings must be designed to avoid overlooking into neighbouring properties. This is particularly important for habitable rooms and outdoor living areas. The visual amenity between neighbours is also to be considered.

☐ **Standard 5.1**

MANDATORY STANDARD

Build within defined envelopes.

- Building development to be contained within defined building envelopes
- Effluent disposal to be designed within defined effluent field

☐ **Standard 5.2**

Avoid overlooking neighbours.

- The ResCode standards are generally applicable however an extended overlooking distance of 18m is to be applied in lieu of the normal ResCode 9m distance.

☐ **Standard 5.3**

Locate pools to optimise privacy.

- The location of the swimming pool should consider the potential of overlooking from neighbours and appropriate screen planting or other devices incorporated into the design solution.
- Consider future neighbours too.

☐ **Standard 5.4**

Manage amenity impacts of tennis courts and pools.

- Locate tennis courts and pools to avoid noise and light impact on neighbours.
- Lights to be baffled to avoid direct glare into neighbouring properties.
- Courts to have appropriate screening and/ or fencing to avoid wayward balls landing on neighbouring properties.
- All tennis courts must comply with the provisions of the Code of Practice- Private Tennis Court Development, (current revision) Department of Infrastructure.

☐ **Standard 5.5**

Ensure unsightly elements are not visible between neighbours.

- Household service areas should be screened from view from neighbouring properties. This includes but is not limited to:
 - clothesline
 - hot water service
 - pool equipment
 - air conditioning condensers/ evaporative cooling units
 - satellite dishes
 - outdoor showers
- Caravans, trailers and boats etc. should be housed within buildings or in areas designed with appropriate screening devices to ensure they are not seen from neighbouring residences or the street.

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OBJECTIVE 6

SUPPLEMENTARY LANDSCAPE ELEMENTS TO BE WELL DESIGNED

Owners must make a consistent approach to all landscape elements within their property to ensure a coherent visual outcome.

☐ **Standard 6.1**

Letterbox to be well designed.

- Letter boxes should form part of the integrated landscape treatment of the garden and should replicate elements of the house design (shape, materials, and colours). Letterboxes should not dominate the streetscape.

☐ **Standard 6.2**

MANDATORY STANDARD

Fencing to be minimised and have an open semi-rural character.

- Owners are encouraged to consider planting along boundaries to soften the appearance of fencing or use planting as an alternative to fencing
- No fencing is permitted along the front boundary of the property. If required, fences should be set back at least 5m from the street boundary (this includes corner sites) and landscaping to buffer the fence line.
- If gates are required, they must be set back from the boundary by at least 8m, constructed from galvanised steel/infill mesh and emulate a rural 'farm gate'.
- Maximum height of all fence is 1.2 metres
- Fences, if installed, must be made of "ring lock" type wire mesh with pine posts and no top rail. [Refer to image below]

☐ **Standard 6.3**

Bins are not to be visible unless out for collection.

- Storage areas for garbage and recycling bins should be provided on site. These should be located and screened so as to not be visible from the street except on collection day.

☐ **Standard 6.4**

Outbuildings are to have a positive impact on visual amenity.

- Outbuildings such as cubby houses, play equipment and chook sheds should be either well screened by planting or designed and constructed to match the main house.
- If outbuildings are to be clad in steel sheet, colour must be Colorbond "Monument" or similar

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OBJECTIVE 7

DEVELOPMENTS TO WEATHER BEAUTIFULLY

Construction materials that are exposed to the weather should be carefully selected considering the local climate including wind driven rain, high winds, searing heat and salt air. Robust natural materials if selected and detailed carefully can age beautifully while retaining their protective function.

☐ **Standard 7.1**

Natural building materials are preferred to highly processed materials.

- Consider external materials with inherent texture that are raw or pre-finished.
- Painted external surfaces should be minimised unless well protected by eaves and/ or screens.

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OBJECTIVE 8

HIGH QUALITY LANDSCAPE

Blvd Torquay is respectful of the local environment and embraces the constraints and opportunities presented by the site. To ensure further development will enhance the area, all new planting should complement the existing planting. Owners are also encouraged to plant/maintain the area along the front boundary up to the street kerb with indigenous species and planted in a similar design for consistency.

- ☐ **Standard 8.1**
Landscaping should to be generally in accordance with CFA's "Landscaping For Bushfire" Garden Design & Selection Guidelines" (2011). [Refer to Appendices]
- ☐ **Standard 8.2**
Consider sustainable landscaping principles including use of drought tolerant native plants which have low level water requirements.
- ☐ **Standard 8.3**
MANDATORY STANDARD
Only native and indigenous vegetation will be used in the planting and landscaping of the property, with fruiting trees, herbs & vegetable gardens permitted in backyards. [Refer to Appendices]
- ☐ **Standard 8.4**
A list of banned weeds is also provided. These must not be planted. [Refer to Appendices]
- ☐ **Standard 8.5**
MANDATORY STANDARD
Only indigenous planting to be used along the front boundary of the property [Refer to Appendices]

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OBJECTIVE 9

PROPERTIES TO BE WELL MAINTAINED

All areas of the property are to be well maintained for both visual appearance and public safety.

☐ **Standard 9.1**

Planting shown on the BTDC approved landscape plan should commence within 6 months and be completed within 18 months of the issue of the certificate of occupancy for the dwelling.

Preliminary & formal design review documents to be lodged with:

Cotter Reid Architects
Suite 10 Level 1
18-20 Riversdale Rd
Newtown, VIC 3220

Contact: Wayne Reid
PH: (03) 52225067

A fee of \$1780 (including GST) is payable to the Blvd Torquay Design Committee (C/O Cotter Reid Architects) to cover costs associated with the preparation of BTDC comments for approval.

Resubmissions and alterations to an approved proposal will incur a \$385 (including GST) fee per review.

The owner agrees to the terms and conditions of the BTDC approval process and the fee structure as outlined.

Signed_____

Date_____