

APPROVED PLAN
PLANNING AND ENVIRONMENT ACT 1987
CARDINIA PLANNING SCHEME
Permit No.: P1804064 P01 - (Con. 11 B09)
Sheet: 1 of 19
Approved by: Emily Cook
CARDINIA SHIRE COUNCIL
Date: Tuesday, 16 August 2022

Bella Vista Residential Design Guidelines



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CARDINIA PLANNING SCHEME

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DESIGN APPROVAL APPLICATION FORM



1.0 Purpose

These Design Guidelines have been prepared by Beveridge Williams as the Town Planning Consultant of the Bella Vista in order to shape the form and enhance the character of the estate. They are intended to support your journey through the home selection, design, approval, and construction process. Our aim is to achieve a consistent high-quality design for both homes and landscaping areas across all stages of the development. This will contribute positively to the quality of your local environment and assist in preserving the value of your investment.

The Beveridge Williams Design Assessment Panel (DAP) encourages homes that display good urban design outcomes and complement their place setting. From time to time a home design may comply with the intent of the controls in the Design Guidelines but may vary in the way they respond to the requirements. These homes will be considered on merit by the Beveridge Williams Design Assessment Panel who reserves the right to approve these designs with its absolute discretion. Please note however, that the Beveridge Williams Design Assessment Panel can only exempt requirements solely created within these guidelines. It does not have authority to vary controls specified in the restrictions on the Plan of Subdivision, Building Regulations and related legislations.

Approval by the Beveridge Williams Design Assessment Panel does not constitute Building Approval, or any other necessary approvals. A separate building permit is required from a licensed Building Surveyor prior to constructing your dwelling. It is the Purchasers'/Owners' responsibility to ensure all necessary approvals are in place prior to constructing on the lot.

These Design Guidelines may be amended from time to time to reflect changes in design and building trends and/or amendments to legislation affecting building approvals. The Design Guidelines apply to each lot and they apply for all future residents and their builders. As a landowner at Bella Vista you are responsible for your home's compliance with the Design Guidelines. If you require any clarification regarding the content of this document, please seek guidance from your builder in the first instance.



1.1 SUBMISSION REQUIREMENTS AND DEVELOPMENT APPROVAL PROCESS

The siting and design of your home is required to be approved by the Beveridge Williams DAP. The DAP is a body operated by Beveridge Williams to assess dwelling designs against these Design Guidelines, in order to ensure compliance and maintain the quality of the estate. Prior to obtaining building permits, all plans and other relevant drawings and specifications are to be submitted to the DAP for approval.

In order to obtain Design Approval (DA), you must lodge your Application via the Design Portal at www.portal.beveridgewilliams.com.au. In order to do this you must create a login and select the appropriate Estate for your submission. All submission documents must be in PDF file format (less than 10MB) and be in accordance with the detailed checklist included in this document.

To facilitate a timely assessment of the application, it is recommended that the Bella Vista Design Guidelines Checklist accompanying this document be provided as part of your application.

1.2 APPLICATION FOR DEVELOPMENT APPROVAL

Your submission must include:

- A siting plan of your home on your lot with dimensions and setbacks from all boundaries, proposed fencing and driveway location
- Floor plans that show the layout of the home indicating all rooms, windows, external doors, external fixtures and nominated floor levels
- Full elevations indicating wall heights and all external finishes including garage door type
- Relevant cross sections showing roof pitches, eaves depth and height of walls along the boundaries; and
- Fence design as per the estate/stage standard requirements
- External Colour and Material selections
- Once you have created a login for your application and uploaded your plans (as described in Section 1.1) you will receive confirmation of your plan lodgement. The DAP will then assess designs against the Guidelines and either request further information or amendments to the plans where required or will issue approval to compliant plans. All correspondence will be made via the Design Portal.
- The DAP will use its best endeavors to assess proposals within 10 business days of receiving your fully completed application. Once your plans have been approved by the DAP you must then obtain Building Approval from your Building Surveyor and any other Statutory Approvals required.

Please Note: The final decision on all aspects of the Design Guidelines is at the discretion of the DAP.



1.3 DEFINITION OF TERMS

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For the purpose of this document, the following interpretations are made:

Front Façade means the wall of the dwelling (excluding verandah/porch posts and the like) orientated towards the Primary Frontage.

Primary Frontage means:

- (i) in the case of a lot where only one (1) boundary of that lot abuts a road, the boundary that abuts the road.
- (ii) in the case of a corner lot where two (2) boundaries of a lot abuts a road, the boundary with greater offset on the Building Envelope plan.

Responsible Authority means the Cardinia Shire Council

Secondary Street Frontage means the boundary of a lot (other than the Primary Frontage) which abuts a road.



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2.0 Siting and Orientation

Each dwelling should be designed to take advantage of the site orientation. Solar angles, views, relationship to the street, open space, landscaping and adjoining dwelling types and locations are important considerations in creating a responsive design solution.

2.1 BUILDING ENVELOPES

Building Envelopes are defined on the Building Envelopes Plan found within the instrument of registration for the relevant plan of subdivision. The Building Envelope sets out the area on which your proposed dwelling is allowed to be sited on your lot.

These Building Envelopes define the Primary Frontage and any setback required to it, the Secondary Street Frontage where the lot is on a corner, and any setbacks required to the side or rear boundary. In most instances where a lot is burdened by an easement, the Building Envelope will mandate a setback of at least the easement width from the applicable boundary; however it is the responsibility of the Purchaser/Owner to ensure that the location of easements are established before designing their home. Easement details can be found on the registered plan of subdivision*.

Buildings, including garages, must be wholly contained within the Building Envelope, unless an encroachment is provided for under a restriction on the registered plan of subdivision or consent has been received from the Responsible Authority. Unless approved by the Responsible Authority (Report & Consent), buildings must also comply with applicable planning controls and building regulations.

Only one dwelling may be built on any one lot, the exception to this being the relevant statutory requirements in relation to a dependent person's unit; however that unit must be constructed within the applied Building Envelope. Lots may not be further subdivided.

* Note: The relevant authorities consent is required to build over any easement. Consent must not be assumed. It is suggested that should this be proposed, the relevant authorities consent be obtained prior to proceeding with any building design, as often consent is not granted.



2.2 FRONT SETBACKS

The dwelling's front setback is to accord with the Building Envelope Plan for the specific lot. Encroachments into the front setback can include:

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Those allowed under Regulation 409 of the Building Regulations 2018,

The following may encroach into the setback distance required by subregulation (1) or (2) by not more than 2.5m

- (a) porches, verandahs and pergolas that have a maximum height of less than 3.6 m above natural ground level;
- (b) eaves, fascia and gutters;
- (c) sunblinds and shade sails;
- (d) permanent and fixed screens referred to in regulation 84(5)(d) or 84(6);
- (e) decks, steps or landings less than 800 mm in height

2.3 SIDE SETBACKS & BUILDING TO BOUNDARIES

Side setbacks, at a minimum, must be as set out in the Building Envelope Plan for the specific lot. For double storey buildings, boundary setbacks must be in a accord with the current Building Regulations.

Encroachments into the side setbacks must comply with the current Building Regulations.

The length and height of the wall on the boundary must meet the requirements of the Building Regulations.

On corner lots, building setbacks from the Secondary Street Frontage must comply with the Building Envelope Plan and the current Building Regulations.

2.4 SUSTAINABILITY

All home designs are to achieve the minimum energy rating requirements for energy efficient design. Please refer to the relevant Government approved rating scheme. For more information about sustainable homes, visit the Greensmart section of the HIA website at www.hia.com.au

All homes constructed must be connected to the South East Water reticulated recycled water system, as specified by the relevant authorities for toilet flushing and garden irrigation. All submitted plans must contain a note stating the provision of this system.



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3.0 Home Design
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 Dwelling must be constructed to provide architectural interest to the streetscape and a complementary setting for other dwellings within the Estate. To achieve the desired outcome for the Estate the following design requirements should be achieved, unless it can be demonstrated that an alternate solution enhances the character of the area.
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3.1 Minimum Dwelling Size

Minimum Dwelling Size Reference Table

Lot Size m ²	Minimum Floor Area**
Greater than 450m ²	140m ²
300m ² - 450m ²	110m ²

**The Floor Area does not include the garage, portico, verandah or alfresco area for the purpose of this calculation.

Site coverage must not exceed 60%.

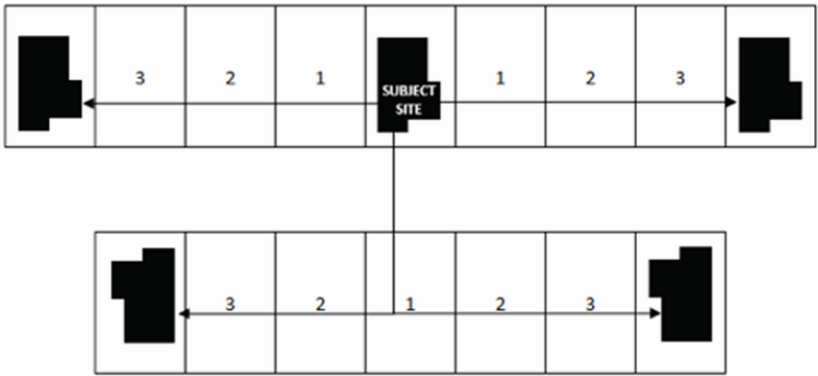
3.2 ARCHITECTURAL CHARACTER

- Ceiling heights must not be less than 2.4 metres above floor level (for the ground floor).
- The main pedestrian entry (front door) must be visible from the Primary Frontage.
- Dwellings must have a verandah, portico, porch or other similar entrance feature surrounding the front entrance and these must be sympathetic to the overall dwelling design.
- Dwellings must have staggered front setbacks.
- Where hipped roof forms are displayed roof pitches must be a minimum of 22 degrees from the horizontal. Alternate roof forms are encouraged where it can be demonstrated that they display a high degree of architectural merit.
- Homes must have metal sheet roofing or roof tiles which complement the home design and style. Metal sheet roofing is to be non-reflective.
- All pitched roofs must be designed having minimum eaves of 450mm to the Primary and secondary Frontages. Eaves must return a minimum 2m to the sides on non-corner lots. Eaves on corner lots must continue along the entire secondary frontage and provide a 2m rear return
- Walls constructed on side boundaries and parapet walls will be exempt from eave requirements unless otherwise directed by the DAP. (Where applicable, see section on Corner Lots for additional requirements.)



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 3.3 FACADE DESIGN VARIATION
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Two (2) dwellings of the same front facade design shall not be built within three (3) dwelling lots of the subject property this would include lots either side and opposite your lot. Please contact the DAP for potential proposals on adjacent lots, if required.



3.4 GARAGES

All homes must have a lock-up garage. The colour and style of the garage structure and door must be complementary to the overall home design and external colour scheme.

- Garage openings are to occupy no more than 40% of the width of the lot frontage.
- Garages must be setback a minimum of 5.5 metres from the front boundary, or, in special circumstances where lots are identified on the Building Envelope plan as having an alternative garage setback whereby garages to those lots must not be setback between 3 and 5 metres from the front boundary. Garages must also sit within the approved Building Envelope.
- The garage must be constructed at the same time as the dwelling.
- Unenclosed carports are not permitted.
- Individual garage doors shall not be more than 5.5 metres in width.
- Garages are to be setback behind the front façade of the dwelling unless it can be demonstrated that an alternate design solution ensures they are sited to not dominate the streetscape.
- Where an oversized garage that faces the primary frontage is provided, a window addressing the front street must be provided. The window/s must complement the design and head height of other windows in the front façade and is to be located alongside the entry/other dwelling windows.
- Garage doors visible from a street must be panel lift or sectional overhead, or a tilt door. Roller doors are not permitted.
- Infills over the garage are required to be the same material as the surrounding façade area, and finished flush with the façade.



An important element in maintaining a high quality residential neighbourhood character is the control of external building materials, colours and other related finishes. These items need to be durable which will reduce the need for future maintenance or repairs and will therefore maintain the developments' appeal for many years to come.

Muted colours and finishes must be used to blend with the natural setting and a minimum of two (2) different material finishes (excluding windows and garage doors) should be used on the front facade. The secondary material should cover a minimum of 20% of the facade. Full face brick facades are not permitted. All external surfaces are to be in a finished state (painted or coated where required) prior to occupation. Bolder accent colours can be used sparingly to emphasise, contrast or create a rhythm in the built form.

Infill materials above the windows must match the surrounding façade material and must be finished flush with the façade.

Suggested materials include:

- Brickwork or bagged and painted or rendered brickwork.
- Masonry blocks, sandstone and stack stone
- Lightweight cladding panels (e.g. weatherboards)
- Horizontal or vertical timber cladding
- Colourbond (painted finish), Alucobond or similar

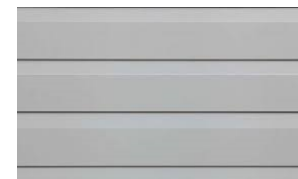
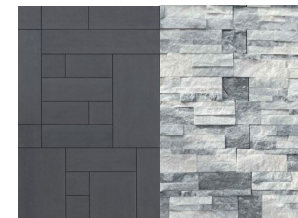
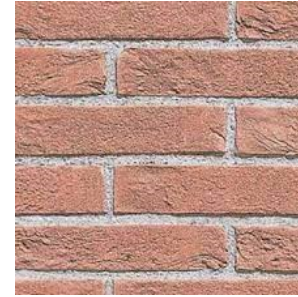
3.6 EXTERNAL GLAZING / WINDOWS

Window frame and glazing selection should be complementary to the overall colour palette. Contrasting colours will not be approved. Windows on the front facade must have:

- sill heights no greater than 700mm above finished floor level to a habitable room,
- Matching head and sill heights.
- Dwelling design provides for passive surveillance, large spans of blank walls will not be permitted

To double storey dwellings, matching window heights and widths should be provided on each storey.

Leadlight and stained glass features are not permitted. Window tinting is discouraged, though where accepted must be non-reflective tint.



3.7 CORNER LOTS

Corner lots have a significant impact upon streetscape character and in addition to the above, special consideration must be given to ensure that a desirable outcome is achieved. Corner lots must address their prominent position in the streetscape and contribute to a visually appealing and safe living environment. A corner lot dwelling must appropriately address both street frontages with articulation of the built form as well including varying materials, and window and door openings.

All corner lots must provide an appropriate corner feature that will 'turn the corner' for both single and double storey dwellings between at least the front façade and wing fence. It must be ensured that any change in treatment along the side wall of a dwelling facing a Secondary Street Frontage is provided with an appropriate transition to achieve good architectural outcomes.

At a minimum a corner dwelling must on its Secondary Street Frontage exposed to the street (i.e. forward of the wing fencing) should:

Return any eaves into the treatment of the secondary façade. Where eaves are adopted, they must be a minimum of 450mm,

- Contain a least one habitable room window with sill and head heights to match windows on the front façade (to ground and first floors for double storey dwellings).
- Materials on the front façade must be incorporated along the façade of the secondary frontage between the front façade and wing wall.

In addition to the above, one or more of the following building elements is to be incorporated into the design as a corner feature:

- Additional Window/s to match front (to ground and first floors)
- A return verandah,
- A balcony,
- A pergola,
- An architectural element such as a blade/column compatible with the design of the dwelling,

An articulated step back or setback to the side wall.

Corner lots with proposed crossovers intended to be located on the Secondary Street Frontage may be considered by the DAP on an individual basis.



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3.8 DRIVEWAYS
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Only one (1) driveway is permitted per lot, located to comply with the crossover as shown on the Council approved engineering plan. The driveway must be offset from the side boundary by at least 300mm to allow for a planting strip along the side. In order to minimize hardstand area driveways must not exceed the width of the garage door. This includes the provision of associated hardstand areas, such as paths. Driveways must be completed before the home is occupied. The colour selection must complement the building design and external colour scheme. The material must be of neutral tone. Approved driveway materials are pavers, brick, asphalt with brick borders, exposed aggregate and coloured through concrete. Plain concrete driveways are not permitted.



3.9 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. Letterboxes should be constructed on masonry or stone, rather than metallic materials. The street number must be clearly identifiable, suitably sized and located, and must not interfere with the overall streetscape.



The owner is solely responsible for the maintenance and/or replacement of all fencing abutting their lot.

Side and rear fencing must comprise of timber palings and must have timber capping with timber posts exposed to both sides of the fence. Fences between adjoining lots must be 1.8 metres in height above the natural ground level of the lot and must finish a minimum of 1 metre behind the front façade. A wing fence of 1.8 metres in height can return between the side boundary and dwelling at that point. Proposed fencing layout must be shown on site plans.

Wherever permitted, gates must be consistent with or complementary to the adjoining fencing details.

On a corner allotment:

- The side boundary fence comprising a 1.8-metre-high paling fence, must not exceed 50% of the boundary length* of the Secondary Street Frontage. Paling fences abutting a Secondary Street Frontage or public reserve may be stained with a decking oil or similar to keep a natural timber look. Coloured paint is not permitted on any part of the paling fence visible to the public. A 1.8-metre-high wing fence can return between the Secondary Street Frontage and dwelling though must not sit forward of the 1.8-metre-high side boundary fence.

* Boundary length is defined as the whole depth of the block including the length cut off by the splay.

Lot boundaries abutting future public open space:

- Dwellings adjoining open space must be designed to address this frontage and must include at least one habitable room window above the fence line. If the dwelling is double storey at least one habitable room window must be provided at each level
- All fencing along a common boundary with land which is or intended to become public open space must not exceed 1.3m.

Fencing to the front of homes is permitted only in circumstances where it:

- Has a maximum height of 1.2 metres
- Is designed to complement the dwelling; and,
- Is semi-transparent in design to allow views from the street into the front yard (i.e., not solid for its entirety).

Woven wire, chain mesh, barbed, cyclone, pool or similar fencing is not permitted.

Subject to the approval of the DAP, retaining walls or courtyard defining walls may be acceptable in the zone between the front boundary and the front of the dwelling, but must be complementary in material finish and design to the main dwelling. Details must be included on any plans submitted for approval.



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5.0 Ancillary Items
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Ancillary items including (but not limited to) clothes lines, rainwater tanks, hot water services, heating and cooling plants and bin storage areas must not be visible from the street.

Solar water heaters and solar panels may be located on any elevation that provides the most suitable solar access. The location, design and colour of meter enclosures must be complementary to the overall design and minimise impact on the streetscape. Exposed plumbing and electrical services must not be visible from the street. The visual impact of downpipes and rainwater heads to the street façade must be minimised. Water tanks should be of a suitable, non-reflective, muted colour that blends into the home design.

Meter boxes should, where possible, be located on the opposite side to the secondary frontage. In instances where the meter box cannot be located on the opposite side, it must be colour coordinated to the wall it is attached to.

5.1 OUTBUILDINGS

Outbuildings must be located so they are not visible from the street. The design, colour and materials must be consistent with the external home design.

5.2 AIR-CONDITIONING/HEATING UNITS

Air-conditioning/heating units and exposed componentry are to be located below the roof ridge line and towards the rear of the property to minimise visual impact, they must not be located on the Façade or secondary Façade roofs. They are to be colour toned to match adjoining wall or roof colour. The units shall be of a profile type so as they have limited visibility, if any, from the street and, where appropriate, fitted with noise baffles.

5.3 OPTIC FIBRE

All homes must install or make allowance for optic fibre cabling. To access this high-speed broadband and telephone service, homes need to comply with the NBN Co In-Home Wiring Guide (or any subsequent NBN Co guidance). Failure to comply may prevent connection to the NBN network infrastructure or may require the homeowner to incur additional costs in order to connect. All submitted plans must contain a note stating the provision of this service.

5.4 PLUMBING

All homes constructed must include fittings and connections to the South East Water recycled water pipeline, as specified by the relevant authorities, to allow toilet flushing and garden irrigation to use recycled water services provided.

All external plumbing including but not limited to hot water units, spa pumps/motors are to be concealed from public view. Downpipes and gutters are exempt from this requirement.

Downpipes on the front façade should be avoided where possible. Gutter, Fascia and Down-pipe treatments must complement the house colour.

No exposed plumbing waste piping is permitted.

5.5 SOLAR WATER HEATING

Solar hot water panels/piping for the dwelling 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.



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Ancillary Items Continued

5.6 PARKING OF HEAVY VEHICLES AND CARAVANS ETC.

Trucks or commercial vehicles (exceeding 1.5 tonnes), recreational vehicles and caravans shall be screened from public view when parked or stored.

5.7 EXTERNAL WINDOW TREATMENT

The use of roller shutters to windows is prohibited where visible from the public realm.

Metal bars over windows are not permitted.

5.8 WINDOW FURNISHINGS

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.

5.9 TIMING OF WORKS

Construction of all dwellings must commence within twelve (12) months of settlement and must be completed within twelve months of work commencing.

Incomplete building works must not be left for more than three (3) months without work being undertaken.

Boundary fencing must be completed prior to the dwelling being occupied.



6.0 Landscaping

The investment in quality landscaping adds significant value to any community. To complement this you are encouraged to invest in the quality landscaping of your own front and rear yards. This not only promotes an attractive neighbourhood but also improves the value of your dwelling. Appropriately designed gardens contribute in a positive way to the quality of the built environment.

Gardens are encouraged to be environmentally sensitive by utilizing appropriate drought tolerant sensitive plants, organic or mineral mulches and drip irrigation systems.

Planting should be low in diversity to encourage consistency in design and should depend on form and texture, as well as flowers, to create an attractive year round effect.

To achieve these outcomes the following guidelines need to be addressed:

- At least One (1) 45ltr small to medium canopy tree that can grow to a minimum height of 2.5m is to be provided where it can be appropriately located to enhance the streetscape.
- Concrete surfacing to the front of dwellings will not be accepted unless to provide for a driveway or pedestrian path from the footpath to the front entry of the dwelling. Where possible, the use of separate pedestrian paths should be avoided to increase soft landscaping opportunities.
- The front garden must be completed within three months of the Certificate of Occupancy being issued.

Recommendations: Limit the amount of hard surfaces and use 'soft' coverings such as garden beds, shrubs, ground cover and trees. A minimum of 50% of the front garden should be covered in softscape. Design paved areas to drain into lawns and garden beds for passive irrigation. Use landscaping effectively in your front garden to help define your boundary. The use of native species requiring less water is encouraged. Organic mulch can lower maintenance. Select planting and ground covers that are drought resistant and require minimal maintenance. A list of recommended plants can be found on your local council website.



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Owners Name

Builder's Name.....

Contact Name.....

& Number/Email.....

Documentation required to be submitted for approval to Beveridge Williams Design Assessment Panel (A3 size in PDF file format):

Attached

- 1. Site Plan (min scale 1:200) indicating setback dimensions for all buildings, total footprint and floor areas, vehicle crossover, driveway and Building Envelope.
- 2. Floor Plans (min scale 1:100) showing key dimensions, window positions and roof plan.
- 3. All Elevations (min scale 1:100) indicating building heights, roof pitch, eaves depth, schedule of all external finishes and colours and all external building equipment (e.g. garden sheds, pergolas, BBQ areas)
- 4. Fence design drawings where relevant, showing location, height and materials
- 5. Schedule of external colours and materials

The DAP will endeavour to assess proposals in the shortest possible time and generally within ten (10) working days of receipt of application, if all of the above documentation is provided.

Applications cannot be assessed until all of the above information is available.

Please submit the above documentation to the Design Assessment panel via the Design Portal:

<http://www.portal.beveridgewilliams.com.au>

CONTACT:

If you have any queries about your Design Approval Submission Package, please speak to your builder or Sales Office in the first instance.

For remaining queries, please contact:

Beveridge Williams Design Assessment Panel

<http://www.portal.beveridgewilliams.com.au>

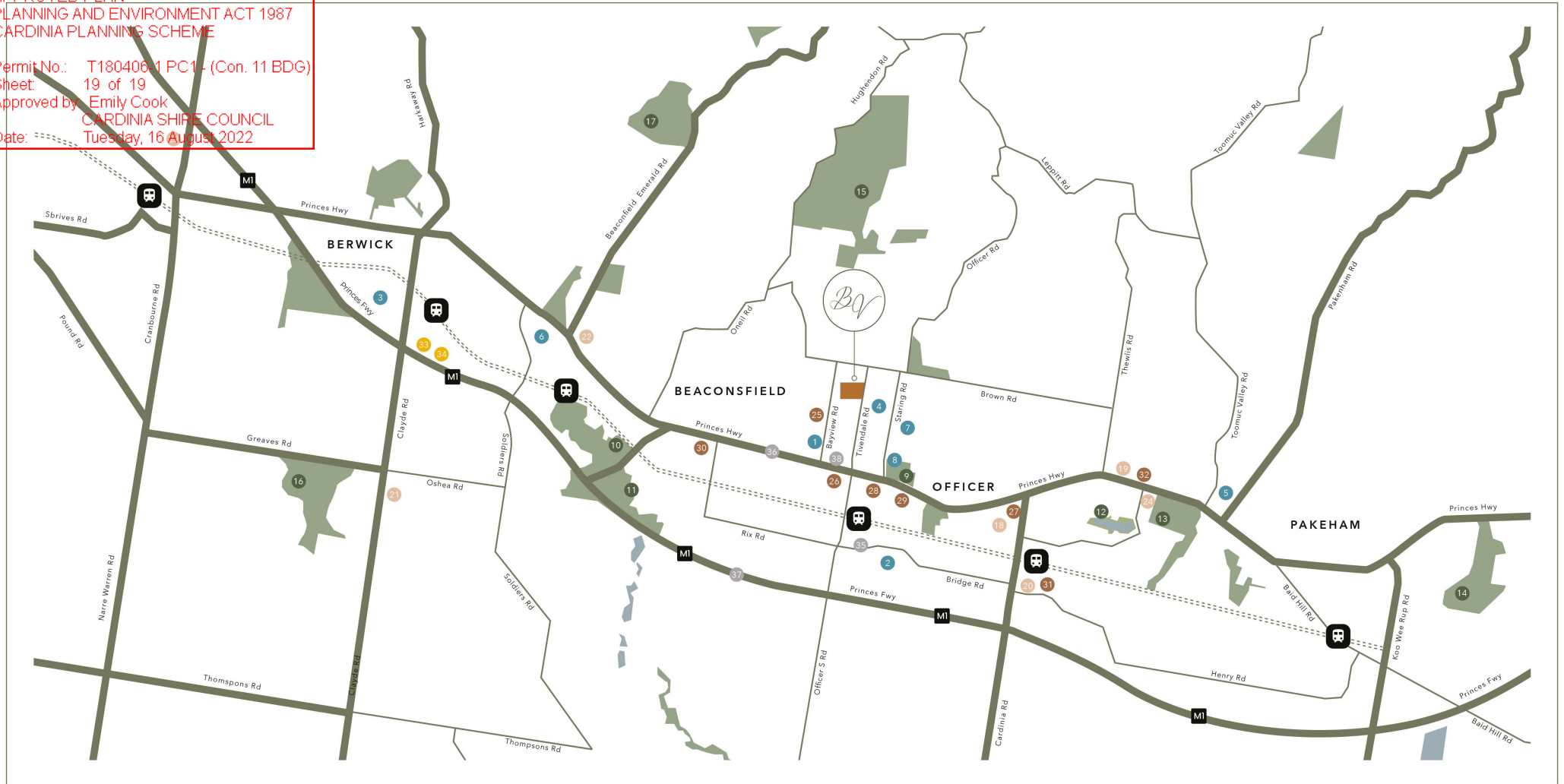
or

planlodgement@bevwill.com.au



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● EDUCATION

- 1 Officer Primary School
- 2 Officer Secondary College
- 3 Nossal High School
- 4 Berwick Grammar School
- 5 Beaconsfields College
- 6 Haileybury - Berwick Campus
- 7 Heritage College
- 8 Oneschool Global

● PARKS & RECREATION

- 9 Officer Recreation Reserve
- 10 Beaconsfield Pistol Club
- 11 Cardinia Creek Parklands
- 12 Lakeside Park Outdoor Gym
- 13 Cardinia Life
- 14 Deep Creek Golf Club - Pakenham Campus
- 15 Beaconsfield Nature Conservation Reserve
- 16 Berwick Springs
- 17 Montuna Golf Club

● SHOPPING

- 18 Arena Shopping Centre
- 19 Pakenham Lifestyle Centre
- 20 Lakeside Square
- 21 Eden Rise Village Shopping Centre
- 22 Beaconsfield Shopping Plaza
- 23 Westfield Fountain Gate Shopping Centre
- 24 Village Lakeside Shopping Centre

● RESTAURANTS

- 25 D'Angelo Estate Vineyard
- 26 Uncle Barneys Hot Dogs & Donuts
- 27 Arena Noodles
- 28 Thai@Officer
- 29 Officer Fish and Chips
- 30 Burgled Burgers
- 31 Dosa Hut
- 32 Okami - Pakenham

● HEALTH

- 33 Monash Health - Casey Hospital
- 34 St John of God Berwick Hospital

● TRANSPORTATION

- 35 Officer Train Station
- 36 Princes Fwy (M1)
- 37 Princes Fwy (M1)
- 38 No. 926 Bus

