

# Officer Central

## Design Guidelines

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The Officer Central Design Guidelines (“Guidelines”) have been created to ensure a coherent vision for the Officer Central community is achieved. Developed to enhance the lifestyle and investment of Purchasers, the Guidelines are designed to ensure all homes at Officer Central are built to a high standard. The Guidelines will assist in providing you with peace of mind that your investment will be enhanced in the future. All development must be in accordance with the design guidelines.



## Operation

The Design Review Panel (“DRP”) will comprise an estate design compliance manager Urbtech Management and a representative of YourLand Developments (“The Developer”). All proposed building works including houses, garages, outbuildings and fencing shall be approved by the DRP in relation to these Guidelines prior to seeking a Building Permit. The Guidelines are subject to change by The Developer at any time without notice. The design panel retains final direction on all matters and can allow deviations to the guidelines in exceptional circumstances.

These guidelines will be effective over the period nominated on the applicable plan of subdivision, after which controls will revert to any applicable legislative requirements at that time. These guidelines are in addition to, not in lieu of, any other Government requirements. Design review does not replace the need for a building permit or planning permit. In some circumstances additional planning scheme controls may require future land owners to obtain a planning permit. For assistance, please contact Cardinia Shire:  
<https://www.cardinia.vic.gov.au/>

## Submission & Approval Process

Prior to the commencement of your home you must submit to the DRP copies of the following drawings in PDF format for approval:

- Site plan identifying the location of your house on the allotment and relevant setbacks from all boundaries, driveway & fencing location & details
- Floor plans and all elevations dimensioned of the house, & roof plan
- External structures including levels
- External materials and colours including colour swatches of all external materials proposed
- Private open spaces with dimensions
- Landscaping.

The DRP will endeavour to assess proposals within 10 business days.

Please send applications to [mike@urbtech.com.au](mailto:mike@urbtech.com.au).

The process for obtaining design approval for your plans is set out in the following steps



## Construction of your Home

Construction of your home must commence within 12 months of settlement during which time the lot must be maintained by the owner. The vacant lot must remain presentable and free of weeds and rubbish. Building works must be completed within twelve months of their commencement. Incomplete buildings are not to be left for more than 3 months.

Temporary fences ensuring building waste is contained within the building site are required and damage to nature strips caused during construction is solely the responsibility of the landowner and builder.

## Siting Orientation Setbacks

ResCode must be complied with for all dwellings. Garages must be setback a minimum of 5.0m from the street and 0.5m behind the dwelling front façade.

All lots under 300m<sup>2</sup> are subject to the ‘Officer Small Lot Housing Code’ and provided the development accords with the Officer Small Lot Housing Code a Planning Permit is not required. Please contact Cardinia Shire Council for further information.

All dwellings are required to have at least one front entry porch, portico or veranda of at least 3m<sup>2</sup> in area and for single storey dwellings a maximum of 3.6m in height. Refer to building envelope plans and MCPs for encroachment limitations.

Only one dwelling is permitted per allotment and lots may not be further subdivided unless otherwise specified on the Plan of Subdivision.

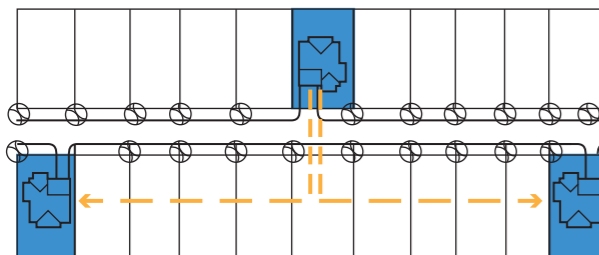
## Architectural Style

Houses with identical facades must be separated by a minimum of 5 house lots in any direction of the original lot (Figure 1 below). Only once a full set of plans has been approved will the restriction commence on the neighbouring 5 house lots.

The appearance of dwellings should provide a degree of richness and variety ensuring the creation of pleasant, interesting streetscapes.

All homes are required to have at least one front entry porch, portico, balcony or verandah of at least 3.0m<sup>2</sup> in area with a minimum depth of 1.5m, and a habitable room window of at least 1.5m<sup>2</sup> facing the street, unless otherwise permitted by the Officer Small lot Housing Code.

Figure 1:



## Materials and Colours

The front façade must contain at least 2 of the following contrasting colours and or materials:

- Face brick
- Render
- Stone
- Weatherboards or other composite cladding material
- Tiles

Other materials may be permitted at the discretion of the DRP.

Lightweight materials are not permitted above openings where visible from a public area, including above garage doors. Materials above garage door openings must be brickwork, masonry or render finish to match the primary façade.

## Corner Allotments & Lots adjoining Public Open Spaces

The home design must address both the primary and secondary street frontages or public reserve and be of a consistent architectural design.

Dwellings on a corner lot must include:

- Design elements (such as verandas, detailing, feature windows & materials) used on the primary frontage must continue on that part of the secondary frontage that is visible from the public realm. The façade elements must wrap around the second frontage, providing an appropriate corner feature for a minimum of 4m.
- As a minimum a window of at least 1.5m<sup>2</sup> must remain visible at each level of the home, forward of the side boundary fence on the secondary street or reserve frontage.

## Roofing

Each home is required to use a combination of hips or gables to articulate the roofline. Roof material must be coloured masonry, slate, terracotta tiles, or colourbond. Other non-reflective materials may be considered.

- To allow some forms of contemporary architecture, flat and skillion roofs will be considered on architectural merit. Pitched roofs must have a minimum pitch of 22.5 degrees.
- All pitched roofs must include a minimum 450mm eave to the front façade, with a minimum 3m return along the side elevations (excluding parapets and walls on boundaries). Dwellings on corner lots must also include eaves to both street elevations.
- Integrated housing developments will be exempt from eave requirements.
- A variety of roof forms is encouraged. The final decision regarding roof design will be at the discretion of the DRP.

## Garages & Driveways

All lots must provide an enclosed garage for at least one vehicle. Garages must be setback a minimum of 0.5m behind the dwelling line and a minimum of 5m from the front boundary.

Garages must be incorporated into the main roofline of the dwelling to reduce the visual impact the garage has on the façade.

For dwellings constructed on corner lots, garages must be located on, or close to a side boundary that adjoins a neighboring lot.

One garage is permitted per allotment, and the size of garages must conform with the below requirements:

### Lots at or over 12.5m in width:

- Single: garage openings must not exceed 40% of the dwelling frontage.
- Double: garage openings must not exceed 25% of the area of the front façade of any dwelling.

### Lots under 12.5m in width:

- Garage openings must not exceed 25% of the area of the front façade of any dwelling.

### Lots Subject to Officer Small Lot Housing Code:

- Garage openings size must be in accordance with the Officer Small Lot Housing Code.

When designing garages, consideration must be given to the screening of boats, caravans and trailers and for 'drive-through' access to the rear yard. The garage door is a major visual element of the streetscape and doors facing the street must be panelled and of a colour which complements the house. Roller doors are not permitted to the street frontage.

Only one crossover is permitted per lot.

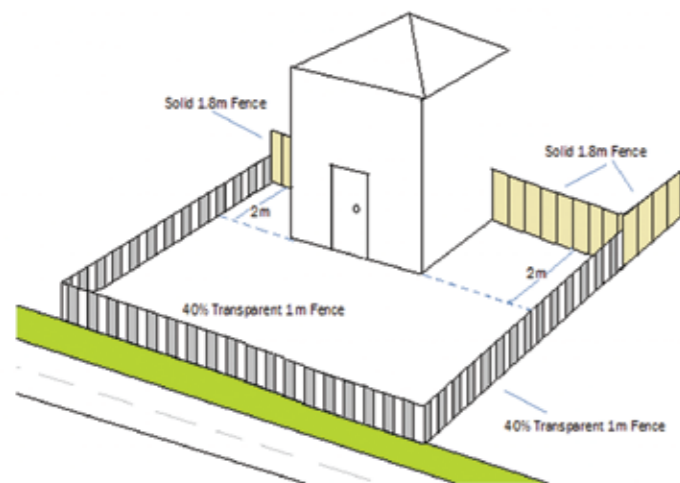
Driveways must be fully constructed prior to a certificate of occupancy being issued and be constructed of coloured concrete, exposed aggregate or textured finish. Driveway widths must match the width of the crossover, but may taper thereafter to align with garage widths.

## Fencing

Side and rear boundary fencing must be constructed from capped timber palings with a plinth and exposed posts (125mm x 75mm) to a height of 1.8m.

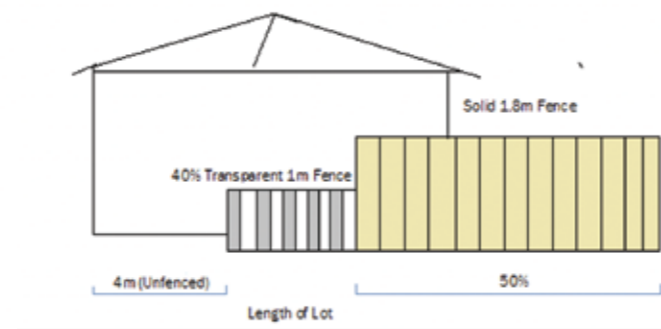
Side fencing must terminate 2m behind the dwelling line. Fencing must return from side boundaries at 90 degrees to abut the dwelling. Gates may also be included where required. All wing fences and gates must be constructed to match the boundary fencing, or from a complimentary timber style such as merbau slats.

Where front fencing is proposed, fencing must not exceed 1m in height and be at least 40% transparent. Front fencing must continue to a minimum of 2m behind the dwelling line.



Dwellings constructed on corner lots (or adjoining Public Open Space or Reserves) must ensure second street/reserve façade elements remain visible for a minimum of 4m from the front dwelling line. Solid fencing on corner lots must not exceed 50% of the lot length measured from the rear boundary. Remaining fencing may not exceed 1m in height and must be a minimum of 40% transparency.

For a fence within 9m of a point of intersection of street alignments and exceeding 1m in height, the report and consent of the municipal building surveyor must be obtained.



## Landscaping

Front yard landscaping must be completed within 3 months of a certificate of occupancy being issued. A minimum of 1 canopy tree must be included within the landscaping design of the front yard.

In order for your garden to flourish, it is recommended that residents incorporate a variety of plants that are native and appropriate for the area.

Landscape designs are required to be submitted to the DRP for approval prior to commencing garden construction.

A minimum allowance of 300mm for garden planting is required between the driveway and a side boundary. This does not apply when a crossover is constructed as part of a double crossover with the adjoining lot. Landscaping strips are not permitted between double crossovers.

## Ancillary Items

Roller Shutters are not permitted on doors and windows visible from the public realm.

Utilities and services (such as hot water services, water tanks, clothes lines and bin storage areas) may not be visible from the public realm. This does not refer to downpipes, external plumbing, evaporative cooling units or solar panels.

Roof mounted evaporative cooling units must not be located on primary or secondary street elevations, must be low profile contour type and located below the roof ridge line.

Solar panels visible from the public realm must be integrated with and mounted flat to the roof pitch.

Window furnishings to windows visible to the public realm must be installed prior to occupancy. Sheets, blankets, papers or similar materials are not permitted.

## Sub surface-domestic structures and use of appropriate gardening and landscaping techniques

Design of sub-surface domestic structures that may intersect the capillary or saturated groundwater zone (such as cellars, basements, swimming pools, etc.) to a suitably engineered specification for waterlogged or saline conditions if such are encountered.

The design and construction process of any such sub-surface domestic structure is the responsibility of the owner/builder and is to follow the relevant Australian Standards/Guidelines with constructing these structures.

Appropriate gardening and landscaping techniques for shallow watertable conditions, such as raising garden beds, selection of salt and water tolerant species and application of drainage systems should be considered. The landscape design component should ensure that appropriate species selection is made with regard to salt tolerance.

## Development Partners



### **Officer Central Sales Office:**

Cnr Bayview Road & Princes Highway, Officer  
(Entry via Bayview Road)  
Open 7 days 11am-5pm

### **Site Location:**

45-61 Rix Road, Officer  
P: 0438 497 543  
E: [hello@officercentral.com.au](mailto:hello@officercentral.com.au)

**[www.officercentral.com.au](http://www.officercentral.com.au)**

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All drawings, plans and images are indicative only, subject to change and may not be to scale. 'Artist impression only' images are conceptual and are intended for illustration purposes only.