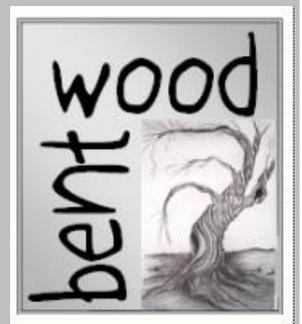


# Building and design guidelines



Bentwood Valley Estate - Broke Road Pokolbin



[www.bentwoodestate.com](http://www.bentwoodestate.com)

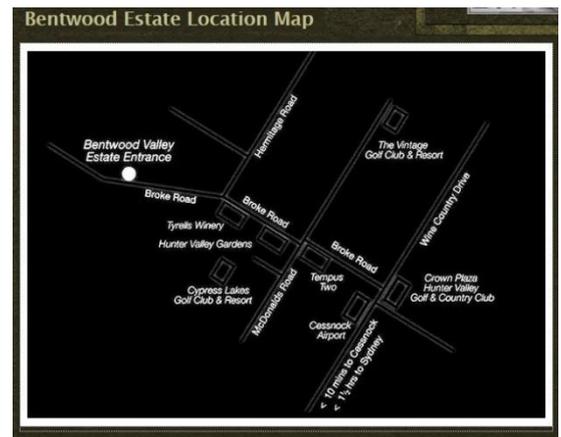
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# About Bentwood Valley Estate

Bentwood Valley Estate is located on Broke Road Pokolbin minutes from major attractions such as Tempus Two Winery, Hunter Valley Gardens, Cypress Lakes, Hope Estate and Harrigans Irish Pub.

Bentwood Estate is a community title subdivision containing 78 privately owned large lots with the majority being 1 to 2 acres in size. It contains a manager's residence, recreation facilities including pool and tennis court, a large community hall with amenities (kitchen, shower and fireplace) and landscaped community land. The Estate boasts a full time caretaker on site, sealed internal roads, fenced properties each with phone and power provisions to each lot as well as individual reticulated irrigation water.

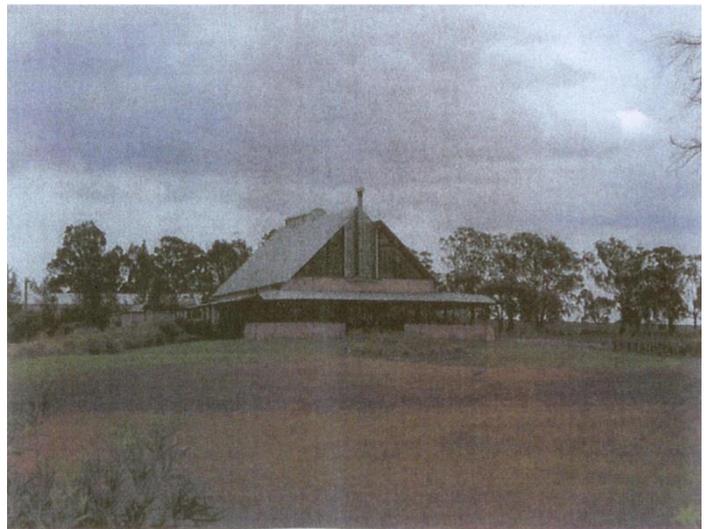


## Our Vision

Bentwood Valley Estate is a unique site in the Hunter Valley wine country.

Not only does it offer a relaxing escape for individual owners with the re-assurance of security and well maintained facilities managed by the full time on-site caretaker, but a unique offering to visitors and tenants.

Our vision is to establish a quality Estate with contemporary country, low scale, architectural building designs and traditional farmhouse typology that blend with the surrounding environment, offer passive design principles that capture the essence of the current building forms of Wine Country - Hunter Valley, which has now become a premier lifestyle destination.



## Overview

Bentwood Valley Estate presents many exciting accommodation and design opportunities.

Tourist accommodation is in huge demand in the area and Bentwood Valley Estate is the ideal location for such arrangements with its close proximity to concert and wedding venues, restaurants, wineries and attractions of the area, the estate also has many of its own facilities that can be enjoyed including pool, tennis court, walks etc.

While more than 15 architectural designs have been reviewed and supported by Council, these are designs that are compatible with the vision of the Estate and can be utilised by lot owners for their own Development Application. These can be viewed on the Estate website [www.bentwoodestate.com](http://www.bentwoodestate.com).

Land owners can also choose their own design, this is to be in keeping with the Building Form, design and general character of the Estate and should be of a contemporary nature and of traditional Australian rural residential building forms.

These guidelines have been designed to protect the unique qualities of the Estate, the location and the surrounding environment and to enhance the vision of the Estate and have been compiled as a more detailed enhancement of the registered Community Management Statement and the Council approved Visual Assessment Report and should also be referred to when deciding on your design. (a copy of the CMS can be found at [www.bentwoodestate.com](http://www.bentwoodestate.com)).

Council approval must be sought prior to commencement of any building and an occupation certificate to be obtained from council on completion and prior to habitation. Council will not accept any Development Application lodgements unless they have been assessed by the Bentwood Estate Executive Committee and are accompanied by a current Executive Committee letter of approval.

Council require that all applications comply with the requirements of the Rural Fire Service and other relevant authorities and construction standards referred to in AS 3959 . A list of documents that Council may require are provided in these guidelines to assist you with your application. A regulatory requirement for all new dwellings is that they meet the requirements of thermal comfort, water efficiency and energy usage. This is assessed using the Building Sustainability Index or BASIX and will need to be considered during the design process.

## Building Form

The aims and objectives of the CMS are to maintain the rural atmosphere of the locality and encourage high quality residential development designed to create a rural living experience which reflects the vibrant vineyard character. To retain and enhance the natural attributes of the Estate and to encourage building forms and groupings consistent with rural rather than urban.

To discourage or prohibit inappropriate development by clearly defining controls on and standards for development on individual lots.

To ensure a high standard of quality of design and construction.

To encourage grouping of structures on each lot as is characteristic of rural rather than urban development.

The general character of the building designs should be a contemporary interpretation of traditional Australian rural residential building forms, characterised by a strong relationship between the dwelling, its outbuildings and surrounding land and by transitional zones such as verandahs. The relationship of the dwelling and its outbuildings is an important contributor to the character of the development.

Designs should depict the essence of the Hunter Valley.

### Hunter Valley Icons



## Elements and design features to consider

While individuality and unique character is a desirable and recommended attribute of each building, the dominant façade should be that of traditional Hunter Valley architecture such as stone, iron, timber and structural steel with roof forms being an important feature of each design and would favour skillion styles and projecting overhangs with a flat roof pitch not less than 5 degrees and high pitch gable roofs. Buildings to have a strong relationship between the inside and outside spaces with covered wrap around verandahs to the sides with timber decking.

### **Kit and project homes:**

While kit and project homes are not prohibited, it is “unlikely” that these structures will be an ideal design choice with regard to being compatible with the vision of the Estate or being sympathetic to the building form and design aims of the CMS 4. (c) *“to ensure the high standard of quality of design and construction”*. If choosing a kit or project home you must ensure the design will comply with the building and design guidelines, and meets Council criteria.

All lots will require **rainwater tanks** for every day water provisioning and fire fighting purposes and their siting will need to be considered at the design stage.

All lots will require an **on-site waste water disposal system** and careful consideration will need to be given to the positioning of the dwelling and the area required for waste water absorption.

Desirable design ideas



Undesirable design ideas



## Design criteria

**Positioning:** While there is a designated building envelope for each lot (please refer to the CMS for plans), consideration should also be given to the solar access, ventilation, surrounding vegetation, street appeal and neighbouring privacy.

**Asset protection zones (APZ):** A number of lots on the Estate are defined by designated Asset Protection Zones within the building envelope. An Asset Protection Zone is a setback or area of cleared land that protects your asset (dwelling) from oncoming threat of bushfire. The zone must be adhered to when considering the positioning of the dwelling. (please refer to the CMS for APZ plans).

**Water tanks:** need to be positioned close to the building with consideration of their visual impact both from the street and neighbouring properties. Above ground tanks could be screened with plants or timber panels if visually dominant.

**Garbage areas:** A provision is to be made for a garbage bin holding area and clothes drying area and neither should be visually dominant. Each must be screened from the community property and surrounding lots by landscaping or effective screens not less than 1800mm high for drying areas and 1200mm high for garbage areas.

**Natural contours of the site:** To ensure the gently undulating nature of the Community Parcel is maintained, the natural contours of each lot are to be respected and altered as little as possible. Cut and fill, which may be necessary immediately adjacent to buildings, is to be kept to a minimum and graded to interrupt contours as little as possible.

**External lighting:** Lighting of outdoor recreational areas, driveways and the like should be carefully considered at the design stage to ensure that it will not adversely affect the amenity of nearby and adjoining lots.

NOTE: Some sites have a requirement for disabled access and will need to take this into consideration during the design process. Please refer to your purchase contract to verify if your lot requires disabled amenities.

## Building Materials and colours

*A combination of materials is to be used on external walls as opposed to a single material. This will enhance the façade and lift the overall look of the building. Depending on your design, the suggested finish and materials are listed.*

### **EXTERNAL WALLS**

Wall finishes are to be primarily stone, bagged or rendered masonry, timber, fibre-cement or aluminium in timber profile.

NOTE: Face brickwork is not permitted



### **EXPOSED EXTERNAL RAFTERS**

Exposed fire retardant dressed timber, structural steel or fibre cement



### **ROOFING**

Shingles, colourbond steel, slate look tiles (ie.cement tiles in slate pattern and colour), slate or fibre cement laid as shingles.

NOTE: Timber shingles (due to fire rating) & galvanised roofing iron are not permitted on any roofs.



### **EAVE LININGS**

Flat fibre cement sheets.

### **WINDOWS AND EXTERNAL DOORS**

Timber frame, powder coated aluminium.



## **GARAGE DOORS**

Panelift or tilt a doors are the most desirable option for garage doors

NOTE: roll-a-doors are not a preferred option



## **DECKS, VERANDAHS AND BALCONIES**

A strong relationship between the inside and outside spaces is maintained and deep timber decked balconies to wrap around to the sides to enable enjoyment of the mountain view.

## **COLOURS**

External colours to draw from that of the local surrounds being of neutral muted earth tones such as khaki, mocha, tan, beige, forest greens, greys and to be visually appealing and of a non reflective quality in order that the building will blend with the surrounding landscape. Strongly contrasting colours may not be used. Outbuildings materials and colours should compliment those of the dwelling.

NOTE: Bright colours are not desirable or recommended



(SUGGESTIONS)

## Construction details

### PRIOR TO COMMENCEMENT OF CONSTRUCTION:

**Compliance:** while the Bentwood Committee will grant pre-approval of your design, Council approval will need to be sought and all conditions and requirements of Council must be met and adhered to.

The committee MUST be notified of the proposed commencement date by written notification. A bond must be paid in the amount of \$1,000 and held by the Strata manager for the duration of the construction to ensure all requirements are met and community areas and roads are satisfactorily maintained.

It is the responsibility of the lot owner to record the conditions of surrounding community land and roads by way of a dilapidation report or similar to be submitted to the Building Committee prior to commencement of building to ensure there is no conflict of responsibility.

A site sign displaying relevant contact details of site manager and licenses is to be erected for the duration of the construction.

**Time Frame:** Once construction has commenced, all works must be completed within 12 months.

**Site:** During construction the site must be left in a clean and tidy state and all building waste to be removed from the site immediately upon completion (see also "temporary structures").

## Temporary structures

Temporary structures must not be placed on lots without committee approval and in accordance with the details below. These include caravans, sheds, containers etc.

Once Council approval has been obtained and the committee has been notified of your commencement date for construction, approval can be sought from the committee for temporary site and storage sheds to be placed on the lot provided construction is to commence within 3 months of the date of placement.

The construction must be completed within 12 months of commencement at which time all temporary structures that are approved must be removed within 3 months of either obtaining the final occupation certificate or 15 months after it was placed (whichever is less). No temporary structures should remain on the lots for more than a total of 18 months.

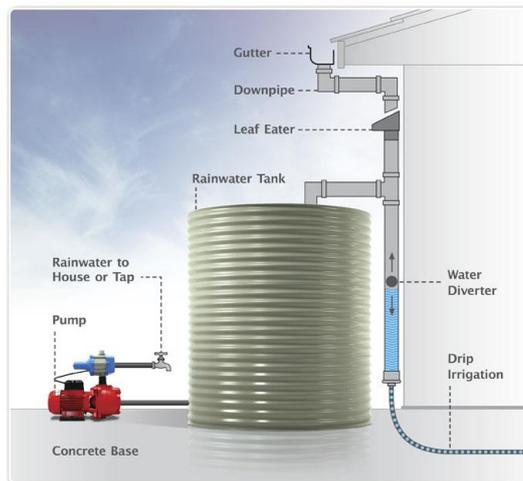
## Water Storage tanks

As the Estate is not serviced by a reticulated water supply, Council will require that a static supply will be required for each lot for water provisioning.

Water tanks can either be underground concrete tanks or above ground.

Council and the RFS will require that above ground tanks are to be of painted corrugated galvanised steel. A combination of steel and PVC tanks can be installed, provided the steel tank has a minimum capacity of 10,000 litres for each villa for the exclusive use for fire fighting purposes. Fittings, as required by the Rural Fire Service will also be required. The remaining water provisioning requirements will be dictated by Council depending on the size of the dwelling.

As tanks are potentially an important visual element of the group of buildings on the lot, their location should be carefully considered at the design stage to ensure that they do not affect the amenity of nearby and adjoining lots, are aesthetically pleasing and that they maintain the street appeal and not dominate the building.



## Landscaping and fencing

The aims of the landscaping objective are to enhance the quality of the natural environment on individual lots to ensure adequate privacy between lots.

Landscaping to be sympathetic to the bushfire risk and the RFS require that plants be fire retardant natives that create fire buffers for buildings, privacy and are in keeping with the rural character of the area. Retention of existing trees and contours on lots is encouraged wherever possible as these add to the natural character of the area.

The preferred boundary fencing types are:-

Timber Post and rail fencing along front boundaries.

Timber Post and wire alongside and rear boundaries.

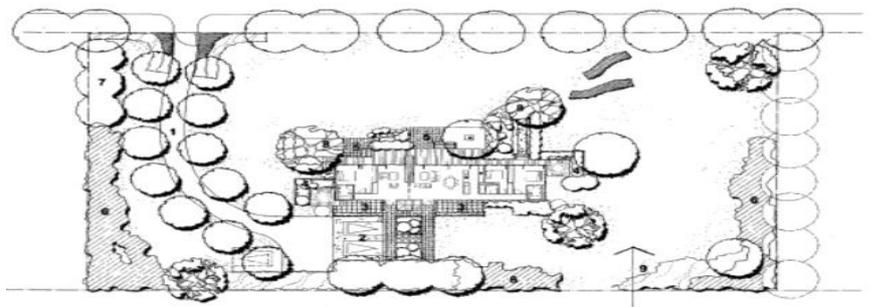
Generally fencing is to maintain an open rural character and ensuring that fencing types are consistent and appropriate throughout the Estate.

NOTE: Colourbond, brushwood and paling boundary or perimeter fencing will not be permitted.

Internal fencing for smaller area containment around the dwelling can be either Brushwood (if approved by RFS as not usually accepted in fire hazard areas), rendered or bagged masonry or chain-link wire or similar.

Driveway access gates can be installed provided they are consistent with the design style of the Estate and are located at the designated position of the existing access gates to each lot.

Driveway access gates must not exceed a height of 1200mm at any one point.



## Building scale

Building heights and setbacks: as per Council Development Control Plan (DCP) requirements.

The defining line of the Building Envelope applies to the external wall face or roof support structure of the building provided that the roof overhang does not exceed 600mm and Council's boundary setbacks are complied with.

Building height, solar access, privacy, private open space, bushfire requirements etc. will be addressed as part of Council's requirements within their LEP and DCP as part of Council's Development Application Assessment process.

Currently Council's standard setback from side boundaries is 900mm and front setbacks are 6m.



## Protection of community land and roadways during construction

As the internal road system to the estate has a limited load bearing and soft edge design, it is the responsibility of the lot owner to protect and maintain the community areas and roadways. Any damage caused to the roadways or community areas will need to be rectified by the lot owner in a timely manner.

A maximum tare load of 15 tonne is recommended for the internal roads bulk load deliveries are discouraged.

The community hall can be utilised during construction for amenity use only and must be cleaned at the end of each day. Provisions in the hall will need to be replenished or provided by the lot owner.

## Pools and tennis courts

Swimming pools and tennis courts on individual lots are not encouraged given there is a swimming pool and tennis court located on the community property for use by lots owners and occupiers, however, applications in this regard will be individually assessed on their merit .



## List of documents required by the Committee for pre-approval

Site plan

Floor plan

Building location (on site plan) showing the building envelope

Water tank location

Garbage storage area location

North, South, East and West Elevations

Plan showing proposed area for effluent disposal and location of system

Landscape plan

List of external materials, finishes and colours

#### Assessment process:

All lot owners must first gain approval through the Executive Committee before they can lodge their plans with Council for Development approval. The committee has established a Building Applications sub-committee to review applications and make a recommendation to the Executive Committee. A letter of approval from the Committee will need to accompany your application to Council prior to Council accepting your Development application.

The Committee review process will be completed within 30 days of receipt of all required documents and the applicant notified.

#### NOTE:

Once an approval notice has been issued by the committee it is valid for 12 months and cannot be submitted to Council after this time, an assessment revision must be undertaken by the committee and a new approval notice issued after this time.

## List of reports/documents that may be required by Council for DA

	<b>Copies</b>
<b><u>Initial applications</u></b>	
Council application for DA, CC and Occ Cert	1
Copy of Bentwood Committee approval	1
<b><u>Sewer/waste water</u></b>	
Application for on site sewage management system & approval to operate	1
Onsite wastewater assessment	1
Plan of proposed effluent disposal field (usually included in above report)	3
Drainage diagrams and path of pipework to tank	1
Effluent system design	1
<b><u>water storage</u></b>	
water tank provision info, ie. 10,000 plus 22500 (or as modified)	1
<b><u>various reports</u></b>	
Statement of Environmental effects	3
Section J (or basix tba by council)	2
Specification booklet (obtained from Council)	1
Reproduction of Acoustic and vibration report (confirm if still reqd by council)	1
<b><u>RFS</u></b>	
Bushfire assessment report	1
pbp appendix 3 construction assessor 2101	1
RFS plans with APZ details and water tanks	3
<b><u>Architectural plans</u></b>	
Full sets of plans including landscape plan	6
Notification plans in A4 including landscape plan	6
Full construction details inclu materials in accordance with sec 5 (bal 12.5)	3
<b><u>Miscellaneous plans</u></b>	
Survey plans	6
Engineers details	6
<b><u>Landscaping/APZ</u></b>	
Landscape plan with fire retardant plant details showing inner APZ in accordance with RFS appendix 5	6
<b><u>Other</u></b>	
H.O.W section 96 (if amending an existing approval)	
<b><u>Council lodgement charges</u></b>	
Charged according to building costs	

## Committee contacts

Chairman- Philippe Cussinnet (Lot 20 & 57) [Chairman@BentwoodEstate.com](mailto:Chairman@BentwoodEstate.com)

Secretary- Ratnam Chandrasegaran (Lot 73 & 6) [Secretary@BentwoodEstate.com](mailto:Secretary@BentwoodEstate.com)

Treasurer- Ratnam Chandrasegaran [Treasurer@BentwoodEstate.com](mailto:Treasurer@BentwoodEstate.com)

Chairman Building Application sub-Committee- Fiona Favro (Lot 12 & 13)  
[BuildingApplication@BentwoodEstate.com](mailto:BuildingApplication@BentwoodEstate.com)

Member- Don Francis (Lot 79) [Enquiry@BentwoodEstate.com](mailto:Enquiry@BentwoodEstate.com)

Member- Susie Philpot (Lot 35) [Enquiry@BentwoodEstate.com](mailto:Enquiry@BentwoodEstate.com)

Member- George Frougas (Lot 21) [Enquiry@BentwoodEstate.com](mailto:Enquiry@BentwoodEstate.com)

Website: [www.bentwoodestate.com](http://www.bentwoodestate.com)



I would also like to attach to this manual the following forms for ease of use by the owners:

Bond form – payment (*to attach with payment to committee trust fund for road bond*)

Bond form – refund application (*to request refund of bond on completion*)

Notice of commencement – notification form (*to be provided to the committee as notification of commencement*)