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The Design Guidelines do this by describing the requirements that the Developer requires to be followed and standards that must be met (unless otherwise approved) for Purchaser’s to obtain the Developer’s Design Review Committee approval for their proposed house and landscape plans.

To ensure the Canopy community upholds the standards envisaged by the Developer in these design guidelines all Purchaser’s should respect their neighbours and ensure only quality construction and landscaping is undertaken on a lot in accordance with the plans approved by the Canopy Design Review Committee (CDRC). These Design Guidelines should be read in conjunction with the Contract of Sale.

The Guidelines are additional to statutory building and planning requirements. As the owner, you are required to ensure that the dwelling complies with all statutory regulations and requirements in accordance with the local council and any other relevant authorities.

The Canopy Design Review Committee reserves the right to vary the Design Guidelines at any time and as required during the progress of the development and at the developer’s discretion to reflect changes in design and building trends or amendments to legislation affecting the building approvals.
2.0 DESIGN APPROVAL PROCESS

GETTING DESIGN APPROVAL

Your home at Canopy and its landscaping will need to be designed in accordance with your contract documents, then submitted to the Canopy Design Review Committee (CDRC) for approval.

Approval is required from the CDRC for the construction of all new dwellings and landscaping, garages, fences, sheds or any other structures on any lot within Canopy.

WHAT TO SUBMIT

You will require specific written approval from the CDRC for three main items:

» Building Design Plans;

» External materials and colours; and

» Landscaping which includes letterbox, paving and boundary fencing (including retaining walls, if applicable).

All submissions for CDRC approval can be in hardcopy or in PDF format and must include the following information:

» A site plan at 1:200, with dimensions showing the building outline, setbacks, the finished floor levels, the finished surface ground level, the location of the nature strip and the configuration of the driveway (which should be drawn aligned with the crossover).

» All floor plans, roof plans and elevations at 1:100, with dimensions, showing the internal layout, and any pergolas, decks, terraces, balconies, verandahs, windows, doors and other openings.

» Provide a printed colour board [swatches, colour photos, paint chips etc.] of all proposed external materials and specific colour selections with colour names, numbers/codes.

» 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.

» 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 and the location and heights of any proposed retaining walls.

» Completed Assessment Application Form and completed External Materials and Colours Selection Form.

HOW TO SUBMIT

Applications can be submitted by email (in PDF format) or hardcopy by post or hand delivered to the following address:
Canopy Design Review Committee
PGA National Office
600 Thompson Road
SANDHURST VIC 3977

Email: cdrc@clublinks.com.au
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.

Allowance has been made for two submissions for each Design Approval application. Each additional submission will incur an administration fee. New submissions for a lot that has already had an application approved will also incur an administration fee for each submission.

HANDY HINT

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

The CDRC will always try to assess the designs in the shortest possible time – within 7-15 business days for a fully completed and compliant proposal being received. Of course, should the submission not comply, then you will need to revise the documents and resubmit.

Each resubmission will generally take a further 7-15 business days to reassess. The CDRC will then assess the design and either provide a notice of approval, or specify how the submission conflicts with your contract documents. The CDRC may make suggestions to help a proposal comply.

AFTER DEVELOPER APPROVAL

After you have received approval from the CDRC, you still need to obtain a Building Permit from a Building Surveyor, as well as any other required approvals.

It is the owner’s responsibility to make sure that all building works comply with all regulations and legislation. Neither the Design Review Committee, nor the Developer takes responsibility for works that do not comply.

Please note: The final decision for all aspects of the Design Guidelines is at the discretion of the CDRC. Naturally the CDRC reserves the right to ask for further information should they deem it necessary. In addition, the CDRC are not liable for any refunds, credits or compensation for its decisions in granting or refusing a submission, approval or any discrepancies that may arise from this work.
2.0 DESIGN APPROVAL PROCESS

THE CANOPY DESIGN REVIEW APPROVAL PROCESS

- Undertake site analysis
- LAND PURCHASE
- Submit plans (dwelling & landscape), and colour selections to the CDRC for assessment.
- DESIGN RESIDENCE
- Considerations:
  - Owner’s requirements
  - Site features
  - Local Authority Regulations
  - Developer’s Design Guidelines
- Make adjustments/amendments to comply with the requirements. (NOTE: allow 15 working days for the assessment)
- PRELIMINARY ASSESSMENT BY CDRC
- CDRC Approval Letter issued
- FINAL ASSESSMENT AND APPROVAL BY CDRC
- BUILDING PERMIT
- By municipal or a private building surveyor
- During construction you are responsible to ensure that a site toilet and refuse bin is provided and the builder must display a sign as per the Design Guidelines.
- CONSTRUCT RESIDENCE
- You are required to complete the driveway prior to occupancy of the residence.
- COMPLETION/OCCUPATION
- Landscaping to the street frontage must be completed within 90 days of the house completion (Occupancy Permit).
- LANDSCAPE/FENCING
- Final Compliance Inspection
- Rectify any issues to the satisfaction of the CDRC.
- FINAL COMPLIANCE CERTIFICATE
- Any extensions/renovations or other works proposed on the allotment require written approval from the CDRC.
Undertake site analysis

LAND PURCHASE

Arrange for a meeting with the CDRC (optional)

Submit plans (dwelling & landscape), and colour selections to the CDRC for assessment.

DESIGN RESIDENCE

Considerations:
» Owner's requirements
» Site features
» Local Authority Regulations
» Developer's Design Guidelines

Make adjustments/amendments to comply with the requirements.

(NOTE: allow 15 working days for the assessment)

PRELIMINARY ASSESSMENT BY CDRC

CDRC Approval Letter issued

FINAL ASSESSMENT AND APPROVAL BY CDRC

BUILDING PERMIT

By municipal or a private building surveyor

During construction you are responsible to ensure that a site toilet and refuse bin is provided and the builder must display a sign as per the Design Guidelines.

CONSTRUCT RESIDENCE

During the construction phase you are required to comply with the Local Council By-Laws and the Canopy Design Guidelines.

You are required to complete the driveway prior to occupancy of the residence.

COMPLETION/OCCUPATION

Upon completion you are required to provide a copy of the Occupancy Permit to the CDRC.

Landscaping to the street frontage must be completed within 90 days of the house completion (Occupancy Permit).

Final Compliance Inspection

LANDSCAPE/FENCING

Rectify any issues to the satisfaction of the CDRC.

Any extensions/renovations or other works proposed on the allotment require written approval from the CDRC.

FINAL COMPLIANCE CERTIFICATE
3.1 SITING

The CDRC recommends that you undertake a site analysis of the lot prior to commencement of design. This analysis sets the criteria for the positioning of the residence in relation to services, crossovers, parking bays and landscaping. Engineering and building envelope plans are available to assist you with this process. Please contact the CDRC for details.

Only one dwelling is permitted per lot, unless otherwise provided for on the relevant Plan of Subdivision.

The primary frontage of any lot is the boundary with the greater setback on the Building Envelopes Plan.

The Secondary frontage is any boundary that abuts a road or reserve, other than the primary frontage.

Please refer to the building envelope for lot setbacks and to the applicable MCPs for detailed information regarding the allowable encroachment on each lot.

Some of the key points to consider in siting your home are:

- Building setbacks (check your building envelope);
- Orientation and slope;
- Tree Protection Zones (check for TPZ requirements) and other significant vegetation;
- Adjacent buildings;
- Access points to the site and/or restrictions;
- Drainage and services;
- Potential views;
- Prevailing winds;
- Easements;
- Privacy requirements; and
- Potential noise sources

Further to the above design considerations, the house design needs to address overlooking and potential overshadowing of the adjoining properties. Responsibility sits with the owner and builder to gain approval from a building surveyor.
Generally, the following setbacks are required:

1. Front setback - a minimum setback of 4m is required from the front boundary;Lots along the Central Boulevard must be setback a minimum 4.5m from the front boundary.

2. Garage must be setback a minimum of 5.5 metres from the front boundary (unless governed by the Small Lot Housing Code).

3. Side setbacks – A minimum setback of 1.0m is required from side boundaries (excluding garages), unless approved by the CDRC.

4. Rear – a minimum setback of 2m is required from the rear boundary.

5. Small Lot Housing Code – Setbacks for all lots under 300 m² are governed by the small lot housing code.

6. Encroachments:
   a. Porches, verandahs and pergolas and the like that are less than 3.6m above natural ground level, and façade treatments, covered balconies, verandahs and the like on the second storey of a building that are less than 6.9m above natural ground level, may encroach not more than 1 meter into the minimum front setback and the minimum secondary frontage setback.
   b. Eaves, fascias and gutters not exceeding 600mm in total width may encroach into both a primary and secondary frontage setback.
   c. A building can encroach up to 300mm in a secondary frontage setback, as long as the length of the encroachment is not more than 10% of the length of the wall facing the secondary frontage.
   d. Porches, verandahs, pergolas, may encroach up to 500mm into the side and rear setbacks.
   e. Eaves, fascias and gutters not exceeding 600mm in total width, and other items specified in the MCP may also encroach into a side and rear setback.

**EXAMPLE OF SITING DIAGRAM**

Note: Front setbacks to be 4.5m on all lots on central boulevard. All setbacks on lots less than 300m² are governed by the Small Lot Housing Code.
### 3.0 THE DESIGN GUIDELINES

#### THE BUILDING ENVELOPES

The building envelope for a lot defines the area on the lot that can and can’t be built upon. Building envelopes are designed to allow the owner the maximum benefits of their lot, whilst simultaneously not disadvantaging others. The building envelope requirements for your lot must be followed and are included within the Plan of Subdivision for your stage.

#### SMALL LOT HOUSING CODE

Lots identified as Type A and Type B on the Building Envelopes Plan or the Plan of Subdivision are subject to the Small Lot Housing Code (SLHC) as well these Design Guidelines. Where there is a conflict between the requirements of these Design Guidelines and the SLHC, the SLHC will take precedence. A copy of the Small Lot Housing Code can be viewed at https://vpa.vic.gov.au/strategy-guidelines/small-lot-housing-code/

#### 3.2 GROUND LEVELS, BUILDING HEIGHT AND MINIMUM FLOOR AREAS

Houses can be either single storey or double storey. The maximum height allowable is nine (9) metres, measured to the top of the roof ridge vertically from the natural ground level. The dimension of the building height is to be shown on the Building Design plans submitted. The proposed finished lot level must be shown on the site plan.

The minimum floor area (excluding garages, balconies, porches, verandahs and alfresco areas) is dependent on the size of the lot as set out in the table below.

<table>
<thead>
<tr>
<th>LOT SIZE m²</th>
<th>MINIMUM FLOOR AREA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 350m²</td>
<td>80m²</td>
</tr>
<tr>
<td>350m² - 440m²</td>
<td>110m²</td>
</tr>
<tr>
<td>440m² - 650m²</td>
<td>145m²</td>
</tr>
<tr>
<td>Greater than 650m²</td>
<td>165m²</td>
</tr>
</tbody>
</table>

#### 3.3 BUILDING DESIGN/FORM-DESIGN PRINCIPLES, LAYERING/ARTICULATION

Dwelling designs must be contemporary, all facades are subject to CDRC approval.

- **Single Storey Design Requirements:**
  - Articulate front façade;
  - If corner lot then articulate side elevation wall and roof, in addition to front;
  - Enhance the street address with relief elements such as pergolas, porches and verandahs;
  - Provide simple defined entry, in scale with the overall house;
  - Limited use of parapet wall is acceptable (maximum 30%), however this should not dominate the front façade as eaves are to be expressed;
  - Roof pitch should range between 18 degrees and 25 degrees;
  - Generally, pitched roofs are encouraged; skillion roofs can be agreed on merits. Flat roofs may be permitted in small areas on design merits;
  - Roof eaves to be minimum 450mm (measured from finished wall surface exclusive of fascia board and gutter) and are required on front and street facing façades with 2m returns on the sides;
» Flat roof to entry can be considered;
» Vary windows to give variety to design; and
» Use of complimentary building materials.

Double Storey Design Requirements:

» Articulate and layer front façade, with upper floor being offset to ground floor by minimum 1m from the sheer wall;
» If corner lot then articulate side elevation in addition to front;
» Enhance the street address with relief elements such as pergolas, porches and verandahs;
» Simple and in scale entry structure;
» Consider window shape to give variety to design;
» Roof form to be articulated;
» Encouraged to incorporate front and rear balconies, terraces, pergolas or similar design elements;
» Parapet can be used to detail section at ground floor where front and side upper level offset provide sufficient articulation and where upper level roof eaves is the dominant roofing feature to the satisfaction of the CDRC.
» The use of colours and materials must also be considered.
» Generally, pitched roofs are encouraged; skillion roofs can be agreed on merits. Flat roofs may be permitted in small areas on design merits;
» Roof eaves to be minimum 450mm (measured from finished wall surface exclusive of fascia board and gutter) and are required on front and street facing façades with 2m returns on the sides;
3.0 THE DESIGN GUIDELINES

3.4 GARAGES

1. Garages must be enclosed; Carports and open sided garages are not allowed.

2. Garages must not dominate the façade and must be setback behind the front wall of the dwelling.

3. A sectional or panel lift door must be provided to the street frontage.

4. Garage side walls facing the front boundary must contain windows of a size and proportion matching that of the general house façade. Design approval of this elevation will be at the discretion of the CDRC.

5. The garage must match or complement the dwelling in respect of materials used, the design, external appearance, colour and quality of construction.

6. The garage must allow for a minimum of two car lock up accommodation. However, lots with a frontage below 12m wide can have single car garage.

7. Garages must be setback a minimum of 5.5m (unless governed by the Small Lot Housing Code).

8. A parapet wall with box gutter must be provided for all garage walls on boundary.

9. Dispensation for garage design and locations can be applied for where individual design merit exists; however, any dispensation is at the CDRC’s discretion.

10. Garage roof should match the dwelling. Completely flat roof garages will not be permitted. However, if a substantial area of the garage is under the upper level then the balance could be a flat roof with parapet upon application to the CDRC. Please refer to the diagram below for details*.

3.5 DESIGN DUPLICATION

DIVERSITY OF HOME DESIGNS

To ensure a measure of individuality, maintain the urban design integrity of the estate and to protect the financial investment made in your house design, duplication of the same house design and façade within a streetscape is to be minimised.

In this respect, dwellings of the same or overly similar front façade shall not be built within five (5) house lots of the original lot.

Townhouse and Medium Density dwellings are exempted.
Landscape works are part of the design approval process. A landscape plan must be submitted for approval. For the purposes of these Design Guidelines, the front yard is considered to be the area between the front of the home and the front boundary.

1. The front garden must contain free draining surfaces such as:
   - grass
   - garden beds containing trees, shrubs, tufting plants
   - groundcovers
   - river pebbles or Lilydale toppings or similar.

   This reduces rain runoff and can keep the garden cooler in summer.

2. At least one tree with a minimum installation height of 1.5 metres must be planted between the front building line and street boundary. This will provide shade and help reduce the local temperature on hot days and protect from frost. Consideration should be given to the mature size of the tree to allow plenty of space for roots and branches to spread.

3. In addition to this tree, at least 15% of the front yard must consist of planted garden beds which contain:
   a. A minimum of 5 medium to large shrubs (from 200mm pot size at installation); and
   b. A minimum of 20 smaller shrubs/ground cover plants (from 150mm pot size at installation).

4. All garden bed areas within the front yard must be edged using brick, timber, steel or spaded edges. The existing soil in the garden beds should be cultivated to a 200mm depth. Consideration should be given to the addition of imported topsoil and fertiliser and the covering of the garden beds with pine bark or similar mulch.

5. Whilst the nature strip directly outside the front boundary (and side boundary in the case of corner lots) is not part of the front yard, each owner must ensure that the nature strip has a neat and even grass coverage and that any damage caused during construction of the home is rectified.

   (Please note that the nature strip(s) outside the lot is included as part of the works required for successful completion of the landscape works.)
3.0 THE DESIGN GUIDELINES

3.7 LETTERBOX

Your Letterbox must be located within your lot boundary and in accordance with Australia Post requirements. The design and material for the letterbox must be submitted to the CDRC for approval. The letterbox should have the following characteristics:

» No greater than 500mm x 500mm and 1200mm high
» Made from substantial material and have a street number of not more than 150mm in height
» Can be constructed from the same material as the dwelling and painted the same colour
» Must not be post-box on pole or post
» It cannot have lacework, decorative elements or wrought iron attached
» No illuminated letterboxes will be permitted.

3.8 FENCING AND RETAINING WALLS

STANDARD ALLOTMENTS

Front Fencing:
» No front fences will be permitted.

Side and Rear Fencing (Interlot Fencing):
» Side and rear boundary fences shall not exceed 1.95m in height and be capped timber palings or similar (such as recycled ‘timber’ products) with exposed posts (75mm x 125mm) and finish a minimum of 1m behind each side of the front façade (not including the entry feature/porch).

CORNER ALLOTMENTS

Front Fencing:
» No front fences will be permitted.

Side and Rear Fencing:
» Side and rear boundary fences shall not exceed 1.95m in height and be capped timber palings or similar (such as recycled ‘timber’ products) with exposed posts (75mm x 125mm) and finish a minimum of 1m behind each side of the front façade (not including the entry feature/porch).
» The side boundary fence along the secondary street should finish at least 3m behind the corner of the front façade.

EXAMPLES OF APPROVED LETTERBOXES
FENCING LOCATIONS FOR STANDARD AND CORNER LOTS

1m from closest front wall

3m minimum and behind corner treatment

CORNER LOT

STANDARD LOT

TIMBER CAPPING

EXPOSED POSTS
125mm X 75 mm

LAPPED TIMBER PALINGS

TIMBER PLINTH

SIDE AND REAR FENCE CONSTRUCTION DETAILS
3.0 THE DESIGN GUIDELINES

RETURN FENCES

» Fencing must return from the side boundary at 90 degrees to abut the dwelling.

» Return fences must be constructed to match the boundary fencing or from timber slats and must be setback to allow access to meter boxes.

» The owner is solely responsible for the maintenance and/or replacement of fencing between a lot and any adjoining screening reserve or recreation reserve. If a lot already has a fence or wall erected by the Developer to enhance the domain, the owner must not remove nor damage or disfigure it and must maintain it in good condition.

RETAINING WALLS

Retaining walls are permitted up to 1m high and drawings showing the location, wall type and the proposed levels must be submitted to the CDRC for approval. Retaining walls are to be constructed from approved materials such as timber sleepers, blockworks or stones.
HOW TO MANAGE SLOPE ON YOUR LOT

1. RETAINING WALL ON BOUNDARY UP TO 1M HIGH PERMITTED
2. USE SPLIT TERRACES TO ACHIEVE LEVELS
3. RECOMMEND CUT AND FILL ON SLOPE SITE TO SAVE COST

1. RETAINING WALL TOO HIGH
2. EXCESSIVE FILL

1. OVERLOOKING
2. EXCESSIVE FILL
3. CUT & FILL
4. SPLIT TERRACES

GENTLE DRIVEWAY
FILL
SLOPE
CUT
GROUND LEVEL AT REAR
DRIVEWAY GENTLE SLOPE

CROSS-SECTION
### 3.8 DRIVeways AND CROSSOVERS

1. All driveways require CDRC approval.
2. Permitted finishes for driveways include exposed aggregate, pavers, stamped/stenciled surfacing or coloured concrete.
3. Plain (uncoloured) concrete driveways are not permitted.
4. Generally, there shall be one driveway per allotment unless approved by the CDRC.
5. Driveways to be offset 500mm from side boundaries for landscaping.
6. The use of drive strips will not be permitted.
7. The driveway must match the width of the crossover at the front boundary/footpath.
8. Pavers can be permitted provided they complement and match the kerb, channel and footpath.
9. Slate impression can be considered.
10. No insignia or motives are allowed on the driveway.
11. You are advised to check all service locations in the road reserve should you consider relocation or extension of a crossover.
12. You must obtain a permit from Council for all crossover works.
13. Any damage to existing or surrounding crossovers, services, footpaths and council assets during construction of your dwelling are to be rectified by the lot owner.

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**Examples of permitted driveway finishes**

- ![Example 1](image1.png)
- ![Example 2](image2.png)
- ![Example 3](image3.png)
The use of carefully selected external materials, finishes and colours is important to maintain a high quality of residential neighbourhood character. We encourage neutral or natural subdued colour palettes to achieve the contemporary architectural style within the Estate. All external materials and colors selections must be approved by the CDRC, in writing, prior to your plans being endorsed.

**REQUIREMENTS FOR MATERIALS**

A minimum of two (2) materials must be used on all external walls facing the streets or public spaces. Any single material must cover not more than 70% of the façade. Areas of roofs, doors, windows and garage doors are not considered part of the wall surface for this calculation.

Preferred materials are:
- Face brickwork;
- Rendered masonry or lightweight cladding;
- Weatherboards/cement composite materials;
- Timber cladding;
- Selective use of stone or matt tile cladding.

**REQUIREMENTS FOR MATERIALS**

1. Natural, subdued colours must be used. Strong or bold colours will not be accepted.
2. External finishes, materials and colours must be approved by the CDRC. Each application must include samples or images of the proposed colours, finishes and materials.
3. The front façade [and secondary frontages] must not include recessed lightweight infill panels above doors, windows or garage doors.
4. Fascia, trim and exposed metalwork must be colour coordinated with the dwelling.

The following finishes are not permitted:
- Untreated metalwork
- Unfinished lightweight materials
- Reflective glazing
- Excessively tinted glazing

All external colour and material selections are subject to CDRC approval and final approval is at the total discretion of the CDRC. An example colour palette has been provided in Appendix 2. The colour palette has been provided as a guide only and is not an exhaustive list, however, colour and material selections should be consistent with the example palette.

**ROOF**

Masonry, slate, terracotta tiles or metal corrugated roofs are permitted. Roof materials must be matte finish and non-reflective. Dark coloured roofs are not permitted as they absorb more heat and cause the Urban Heat Effect. All roofs must be in neutral and subdued colours and light to medium tones are to be used. Colour that is darker than 808080 will not be permitted.

For Review:

All external finishes, materials and colours must be approved by the CDRC. Each application must include samples or images of the proposed colours, finishes and materials. For review of the external materials and colours, the CDRC External Materials and Colours Selection Form must be filled in.
5.0 OTHER IMPORTANT CONSIDERATIONS

5.1 THE TIMING OF WORKS

» The construction of the dwelling must commence within 12 months of settlement and must to be completed within 12 months from Final Approval granted.
» Front landscaping must be completed within 90 days from the issue of the Certificate of Occupancy.
» Boundary fencing must be fully constructed prior to occupancy.
» Driveways must be fully constructed prior to occupancy.

5.2 AIR-CONDITIONING UNITS

» Evaporative coolers must be located below the ridge line, be of low profile and coloured to match the roof colour and be screened from public view.
» All other air conditioning units are to be screened from public view.

5.3 MAINTENANCE

» 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.
» The Purchaser shall not place any rubbish, including site excavations and building material on adjoining land. The Vendor or its Agent may enter upon and access over a lot at any time without creating any liability for trespass or otherwise to remove rubbish, maintain, slash or mow a lot and the Purchaser agrees to meet the Vendor’s reasonable costs for doing so.

5.4 SIGNS

» No signs including “For Sale” signs may be erected by the Purchaser without the approval of the Vendor.
» The Purchaser authorises the Vendor or its Agents to enter and have access across a lot for the purpose of removing any sign erected without written consent. Such entry and access shall not constitute trespass and the Purchaser shall not make any claim against the Vendor arising from such entry or access.
» Signs for advertisement of products and businesses are not permitted on allotments, unless the CDRC has granted written approval;
» Builders on site are required to display a sign which displays the lot number, building company name, contact person and contact details, during the construction period of the dwelling, which is to be removed within 14 days of practical completion, or as instructed by the CDRC. Builders and trade signs may be permitted (up to 600mm2) during construction and must be removed on completion of building works or may remain with the CDRCs written permission.
5.5 SHEDS AND OTHER STRUCTURES

» Sheds must have maximum dimensions of 2.5m high x 3.0m wide x 4.0m deep and be co-ordinated with the other buildings on the lot.

» The design, appearance, external colours and material of all outbuildings should be aesthetically integrated with the dwelling. The final decision will be at the discretion of the CDRC.

» Galvanised iron or zinc/aluminium uncoloured finishes must not be used.

» Un-rendered fibre-cement sheeting or blue board sheeting must not be used.

» External plumbing (excluding downpipes) must be out of public view.

» Builders site sheds are acceptable during the construction of the dwelling.

» Transportable Buildings - Transportable buildings and ‘Granny Flats’ are not permitted.

» One Dwelling Per Allotment: You are allowed to build only one dwelling on each allotment. Further subdivision or the consolidation of allotments is not permitted. Lots designated for medium density construction are exempted from this requirement.

» Satellite dishes may be permitted at the discretion of the CDRC. Large dishes which are visible from the street or impact on views from neighbouring allotments will not be permitted.

» Roll down security shutters must not be visible from the public realm.

5.7 OTHER

» All additions and extensions to the dwelling, outbuildings, and other structures including verandahs, pergolas, garden structures and swimming pools must be approved by CDRC in the same manner as the building application.

» Occupancy Permit - At the completion of construction, you are required to provide to the CDRC a copy of your Certificate of Occupancy or Occupancy Permit.

5.6 SCREENING/VISIBILITY ETC.

» External TV antennae and other aerials must be located towards the rear of the dwelling.

» Clothes lines must be screened from view from public areas.

» Externally mounted spa equipment attached to side boundary walls of any dwelling must endeavor to be positioned out of public view and be painted in a colour matching the adjoining wall surface.
EnviroDevelopment is a scientifically-based assessment scheme that independently reviews development projects and awards certification to those that achieve outstanding performance. EnviroDevelopment serves to make it easier for purchasers to recognise and, thereby, select more environmentally sustainable developments and lifestyles.

Certified developments have been carefully designed to protect the environment and use resources responsibly, whilst offering a range of benefits to homeowners, industry and government. These developments are entitled to advertise their achievements by displaying a range of EnviroDevelopment elements (below).

The elements of EnviroDevelopment are:

**ENERGY**
Canopy will reduce the amount of energy used within the development to reduce the emission of greenhouse gases.

**WATER**
Canopy will implement measures to reduce the use of potable water across the development.

**COMMUNITY**
Canopy will encourage healthy and active lifestyles, support community spirit, provide community facilities and offer alternative transport modes.

**MATERIALS**
Canopy will utilise environmentally responsible materials and construction methods to lower the environmental impacts of material usage.

**WASTE**
Canopy will implement waste management procedures and practices to reduce the amount of waste going to landfill and encourage recycling.

**ECOSYSTEMS**
The Canopy project seeks to protect and enhance native ecosystems and encourage native biodiversity.

The Canopy Development is an accredited EnviroDevelopment project. All dwellings in the development should incorporate sustainable design initiatives to contribute to creating a sustainable community which will benefit present and future residents of the Canopy development.

### 6.1 ENERGY

- All dwellings must achieve a minimum 6 Star NatHERS Energy Rating.

**ENERGY REDUCTION**

- Each dwelling must reduce its energy use by at least 20% by selecting from the options presented in the table below:
<table>
<thead>
<tr>
<th>Initiative</th>
<th>Percentage Reduction*</th>
<th>Greenhouse Gas Reduction Tonnes of GHG per household per year**</th>
<th>Initiative Selected</th>
</tr>
</thead>
<tbody>
<tr>
<td>NatHERS Energy Rating - Heating and Cooling</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Star - Efficient AC [EER3.5, COP 3.65]</td>
<td>2.4%</td>
<td>0.43</td>
<td></td>
</tr>
<tr>
<td>6 Star - Gas Heating [80% efficient] &amp; no AC (or Evaporative or ceiling fans)</td>
<td>9.1%</td>
<td>1.64</td>
<td></td>
</tr>
<tr>
<td>6.5 Star - Efficient AC [EER3.5, COP 3.65]</td>
<td>8.4%</td>
<td>1.51</td>
<td></td>
</tr>
<tr>
<td>6.5 Star - Gas Heating [80% efficient] &amp; no AC</td>
<td>16.6%</td>
<td>2.99</td>
<td></td>
</tr>
<tr>
<td>7 Star - Efficient AC</td>
<td>13%</td>
<td>2.34</td>
<td></td>
</tr>
<tr>
<td>7 Star - Gas Heating</td>
<td>20%</td>
<td>3.60</td>
<td></td>
</tr>
<tr>
<td>8 Star - Efficient AC</td>
<td>19%</td>
<td>3.42</td>
<td></td>
</tr>
<tr>
<td>8 Star - Gas Heating</td>
<td>24%</td>
<td>4.32</td>
<td></td>
</tr>
<tr>
<td>9 Star - Efficient AC</td>
<td>26%</td>
<td>4.68</td>
<td></td>
</tr>
<tr>
<td>9 Star - Gas Heating</td>
<td>28%</td>
<td>5.04</td>
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</tr>
<tr>
<td>Lighting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4W/m² [LED and Compact Fluro]</td>
<td>3%</td>
<td>0.54</td>
<td></td>
</tr>
<tr>
<td>3.5W/m²</td>
<td>5%</td>
<td>0.9</td>
<td></td>
</tr>
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<td>6%</td>
<td>1.08</td>
<td></td>
</tr>
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<td>2.5W/m² [Optional Daylight and smart LED design]</td>
<td>8%</td>
<td>1.44</td>
<td></td>
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<tr>
<td>Appliances</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<td>7%</td>
<td>1.26</td>
<td></td>
</tr>
<tr>
<td>Efficient Dishwasher ***</td>
<td>1%</td>
<td>0.18</td>
<td></td>
</tr>
<tr>
<td>Induction Cook Top</td>
<td>4%</td>
<td>0.72</td>
<td></td>
</tr>
<tr>
<td>No Clothes Dryer</td>
<td>2%</td>
<td>0.36</td>
<td></td>
</tr>
<tr>
<td>Efficient Washing Machine***</td>
<td>4%</td>
<td>0.72</td>
<td></td>
</tr>
<tr>
<td>Efficient Refrigerator</td>
<td>1%</td>
<td>0.18</td>
<td></td>
</tr>
<tr>
<td>Solar System</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1kW solar system</td>
<td>19%</td>
<td>3.42</td>
<td></td>
</tr>
<tr>
<td>1.5kW solar system</td>
<td>27%</td>
<td>4.86</td>
<td></td>
</tr>
<tr>
<td>2kW solar system</td>
<td>37%</td>
<td>6.66</td>
<td></td>
</tr>
<tr>
<td>3kW solar system</td>
<td>54%</td>
<td>9.72</td>
<td></td>
</tr>
<tr>
<td>Hot Water</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>High Efficiency Solar Hot Water</td>
<td>4.5%</td>
<td>0.81</td>
<td></td>
</tr>
<tr>
<td>Efficient Heat Pump Hot Water</td>
<td>1%</td>
<td>0.18</td>
<td></td>
</tr>
<tr>
<td>Total Reduction Percentage Achieved</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Based on average household energy use for Melbourne (Sustainability Victoria)
** Based on average household greenhouse gas production of 18 tonnes per year (EPA Victoria)
*** Efficient appliance = within one star of the best available
All dwellings are encouraged to use Passive Design to reduce their heating and cooling requirements.

The following Passive Design principles are encouraged for houses in Canopy:

» Dwellings wherever possible should be designed to take advantage of passive heating and cooling.

» All dwellings should have ventilated living spaces.

» All dwellings should incorporate insulation that is compliant with the National Construction Code.

» Thorough use of drought seals is encouraged within all dwellings.

» Living spaces, where possible, are encouraged to face north of the dwelling to facilitate solar access in winter.

» Where possible, provide adequate shading to prevent summer solar access. Consider the use of retractable shading devices, deciduous trees, angled louvres or tinted glass.

» House design is encouraged to maximise the distance between the north of the dwelling and any obstruction.

» House design is encouraged to avoid west facing bedrooms, if possible.

» Private open spaces are encouraged to be located on the north side of the allotment and avoid being located along a primary frontage.

» Locate utility areas (laundry, baths, garages and sheds) to the south, west and east, where possible.

» Where possible, minimise windows to east and west facades to mitigate peak solar access during summer mornings and afternoons; suggest shading to all necessary windows on these facades.

» If possible, minimise southern windows to alleviate heat loss; use clear glazing with no shading.
If possible, zone dwelling to enable main living areas to be separately heated and cooled.

If possible, ensure window location, size and shading treatments reduce summer heat loads and provide access to winter sun.

### 6.2 WATER

1. Recycled Water will be made available to all homes within Canopy. Recycled water must be plumbed in each dwelling for outdoor and toilet use.

2. Water efficient fixtures should be installed within each dwelling. At a minimum, these fixtures must include:
   - Showerheads that use less than 6 litres per minute.
   - Taps to bathrooms, kitchen and laundry that use less than 6 litres per minute.
   - A dishwasher with a water consumption of less than 14 litres per use.

### 6.3 MATERIALS

Creating healthier environments requires careful selection of the materials used to construct your home. Each dwelling needs to select at least 2 from the below 5 options;

- Use low emission paints on >95% of internal and external painted surfaces.
- Use low emission sealants on >95% of internal and external surfaces.
- Use low emission adhesives on >95% of internal and external surfaces.
- Use low emission floor coverings on >95% indoor covered floors.
- All engineered wood products (including exposed and concealed applications) are E0 rated.

### 6.4 ECOSYSTEMS

1. Landscaping – No invasive weed species are to be planted within the estate.

2. Heat Island effect - Each resident is encouraged to reduce the urban heat island effect created by their home, this could be through:
   - reduction of hardstand areas;
   - utilisation of different materials for construction;
   - incorporation of breezeways and greenways;
   - provision of shading to driveways, footpaths and paths;
   - maximising vegetative cover; and/or
   - green (vegetated) or shaded surfaces.

3. Dark coloured roofs are not permitted as they absorb more heat. All roofs are to be neutral or subdued colours (such as light to medium tones and not darker than RGB 808080). The roof material is to be non-glossy and non-reflective.

4. Residents are encouraged to include at least 70% drought tolerant plant species within their landscaping to reduce the need for irrigation.

5. CAT CURFEW: To protect native wildlife, all cats within Canopy should be kept safely indoors from sunset to sunrise.
6.0 ENVIRODEVELOPMENT REQUIREMENTS

6.5 WASTE AND LITTER

The owner is responsible for their builder maintaining a clean construction site and for ensuring that the site and any surrounding areas are kept clean of builders refuse, excavated soil, building materials and rubbish. Any of the aforementioned left by the purchaser or their builder may be removed by the developer and the cost deducted from the residents’ compliance bond.

Residents should ensure that the below waste management controls are implemented by their builder during the construction of their home;

» The use of skip bins rather than cages;
» Maintenance of waste records;
» Use of contractors who transport waste to a licensed recycling center;
» Select materials and products which minimise and/or recycle packaging.
» Design dwellings to maximise use of standard sizes of materials wherever possible.
### 7.0 FEES & CHARGES (INC GST)

<table>
<thead>
<tr>
<th>Descriptions</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment and approval (allow two (2) submissions for each approval)</td>
<td>nil</td>
</tr>
<tr>
<td>Subsequent submissions:</td>
<td>$220.00 (per submission)</td>
</tr>
<tr>
<td>[incl miscellaneous approvals for extensions, variations to approvals, etc]</td>
<td></td>
</tr>
<tr>
<td>Meetings (optional):</td>
<td></td>
</tr>
<tr>
<td>» At Clublinks during business hours</td>
<td>$220.00</td>
</tr>
<tr>
<td>» Onsite during business hours</td>
<td>$275.00</td>
</tr>
<tr>
<td>» Onsite during weekends</td>
<td>$330.00</td>
</tr>
</tbody>
</table>
8.0 FORMS

8.1 CANOPY: APPLICATION FORM

<table>
<thead>
<tr>
<th>Lot Number:</th>
<th>Street Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner’s Name/s:</td>
<td>Mailing Address:</td>
</tr>
<tr>
<td>Email:</td>
<td>Phone:</td>
</tr>
<tr>
<td>Name of Builder/Agent:</td>
<td>Mailing Address:</td>
</tr>
<tr>
<td>Email:</td>
<td>Phone:</td>
</tr>
<tr>
<td>Application Type:</td>
<td>Preliminary Assessment:</td>
</tr>
<tr>
<td>Area Analysis:</td>
<td>Lot area</td>
</tr>
</tbody>
</table>

CHECKLIST

<table>
<thead>
<tr>
<th>Items</th>
<th>Descriptions</th>
<th>Please Tick</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Site Plan (1:100 or 1:200 scale)</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Floor Plans (1:100 scale)</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>All Elevations (1:100 scale)</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Sections (1:100 scale)</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>External Materials &amp; Colours Selection Form</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Fencing</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Retaining wall (if applicable)</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Envirodevelopment Requirements:</td>
<td></td>
</tr>
<tr>
<td>8.1</td>
<td>Complete Energy Reduction Table [Design Rules: 6.1.2] - Submit Appendix 1</td>
<td></td>
</tr>
<tr>
<td>8.2</td>
<td>Confirm compliance to recycled water connections for toilets and garden taps [Design Rules: 6.2]</td>
<td></td>
</tr>
<tr>
<td>8.3</td>
<td>Materials Selection: select at least 2 out of 5 [Design Rules: 6.3] - Submit Appendix 1</td>
<td></td>
</tr>
<tr>
<td>8.4</td>
<td>Confirm compliance with Ecosystems requirements [Design Rules: 6.4]</td>
<td></td>
</tr>
<tr>
<td>8.5</td>
<td>Confirm compliance with waste requirements [Design Rules: 6.5]</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Compliance Bond</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Landscape Plan (1:100 Scale) with plant list (Can be submitted at a later date, but must be approved prior to any landscape works being undertaken)</td>
<td></td>
</tr>
</tbody>
</table>

Applicant’s Name: ______________________ Signature: ______________________ Date: __________

Applicant’s Name: ______________________ Signature: ______________________ Date: __________
# 8.2 Canopy: External Materials and Colours Selection Form

<table>
<thead>
<tr>
<th>Lot Number:</th>
<th>Street Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Owner's Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email:</th>
<th>Phone:</th>
<th>Mobile:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Roof Material:
- **Manufacturer:**
- **Material:**
- **Colour:**

## Face Brickwork:
- **Manufacturer:**
- **Material:**
- **Colour:**
- **Front Elevation area %:**

## Render:
- **Manufacturer:**
- **Material:**
- **Colour:**
- **Front Elevation area %:**

## Feature Render 1:
- **Manufacturer:**
- **Material:**
- **Colour:**
- **Front Elevation area %:**

## Weatherboard:
- **Manufacturer:**
- **Material:**
- **Colour:**
- **Front Elevation area %:**

## Other Cladding:
- **Manufacturer:**
- **Material:**
- **Colour:**
- **Front Elevation area %:**

## Feature Stonework:
- **Manufacturer:**
- **Material:**
- **Colour:**
- **Front Elevation area %:**

## Eaves:
- **Manufacturer:**
- **Material:**
- **Colour:**

## Downpipes:
- **Manufacturer:**
- **Material:**
- **Colour:**

## Front Door:
- **Manufacturer:**
- **Material:**
- **Colour:**

## Garage Door:
- **Manufacturer:**
- **Material:**
- **Colour:**

## Driveway:
- **Manufacturer:**
- **Material:**
- **Colour:**

---

Applicant's Name: __________________ Signature: __________________ Date: ____________

Applicant's Name: __________________ Signature: __________________ Date: ____________

---

October 2017  Canopy Design Review Committee, PGA National Office, 600 Thompson Road, Sandhurst 3977
Energy reduction – each dwelling must reduce its energy use by at least 20% by selecting from the options presented in the table below:

<table>
<thead>
<tr>
<th>CANOPY</th>
<th>Envirodevelopment Percentage Reduction*</th>
<th>Greenhouse Gas Reduction Tonnes of GHG per household per year**</th>
<th>Initiative Selected Tick Selected Initiative</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NatHERS Energy Rating - Heating and Cooling</strong></td>
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</tr>
</tbody>
</table>

* Based on average household energy use for Melbourne (Sustainability Victoria)

** Based on average household greenhouse gas production of 18 tonnes per year (EPA Victoria)

*** Efficient appliance = within one star of the best available
LOW EMISSION MATERIALS

Creating healthier environments requires careful selection of the materials used to construct your home.

Each dwelling needs to select at least 2 from the below 5 options; Please tick selected options.

» Use low emission paints on $\rightarrow 95\%$ of internal and external painted surfaces.
» Use low emission sealants on $\rightarrow 95\%$ of internal and external surfaces.
» Use low emission adhesives on $\rightarrow 95\%$ of internal and external surfaces.
» Use low emission floor coverings on $\rightarrow 95\%$ indoor covered floors.
» All engineered wood products (including exposed and concealed applications) are E0 rated.

* For review, please fill in the required selections above and submit this page to the CDRC with your application.
APPENDIX 2

**ROOF COLOUR PALETTE**

Monier Horizon Silver Perch
Monier Horizon Aniseed
Monier Horizon Babylon
Monier Horizon Wild Rice
Monier Horizon Caraway
Monier Horizon Wollemi

**EXTERNAL COLOUR PALETTE**

Brilliant White T12 2.61
Pacific Pearl P236-N1
Dulux Feather Soft
Beige Ash T10 8K-1
Dulux Powered Rock
Scotch Mist P233-N5

Thin Ice T10 50J-1
Taupe Stone T08 154-3
Wistful Willow T10 8K-2
Tabby P199-N5
Bay Brown T08 154-4+
Silver Charm T10 37K-1

Moonraker T08 179-3
Dusty Plain T10 4K-1
Sheffield Grey T10 43L-1
Andrion T08 171-3
Tornado T12 9.H9
Thundercloud T10 55K-2

Rock Quarry T08 153-3
Distance T08 169-4
Dulux Teahouse
Knight Grey T10 50L-1
Trendy T10 50L-2

* Exterior colours are Taubmans colour specifications unless otherwise noted
All external colour and material selections are subject to CDRC approval. The above colour palette has been provided as a guide only and is not an exhaustive list, however, colour and material selections should be consistent with the above palette.
CANOPY
AT AMSTEL