DRP Assessment Checklist

Edition: May 2022.

Note: The DRP may update this checklist from time to time. The current edition can be downloaded from The Cape website.

4. Siting and Orientation:

Adequate north facing private outdoor open space and living areas:
Private outdoor open space – min. 40 sq.m:
Secluded private open space – min. 25 sq.m, 3m width.
No boundary walls adjoining open space/streets unless approved by DRP:
Corner lots addressing both streets appropriately.

5. Setbacks from boundaries:

Show compliance with Design Guideline required setbacks from boundaries:
Show compliance with Winter Sun Setback Line where required. Include Winter Sun Setback line on sections and elevations.
Garage setback minimums: 1m from front of house/5.5m from street:
Front setback: appropriate relationships with the street and adjacent buildings are required. The preferred primary street setback is 4m, with a preferred maximum setback of 6m.
Side and rear setbacks: Show Rescode A10 setback compliance on elevations.
Where there are north facing habitable windows on an adjoining lot that are within 3m of the boundary, proposed walls are to be setback to comply with Rescode A13.
Daylight to neighbouring windows: Comply with Rescode A12 – neighbouring windows that are close to boundaries.
Solar access to secluded private outdoor space: Comply with Rescode A18 – setback of living areas from existing boundary walls.

6. Architectural style and built form

Maximum building height 8m:
Maximum dwelling size 200 sq.m. Including: • All areas that are fully enclosed within the exterior walls of the house. • Thickness the interior and exterior walls. • Stairwells & stairwell voids at each level.

Excluding: • Garages. • The areas of significant double height voids such as voids over a living area are only measured at one level.
Overall style and form to comply with the Design Guidelines.
Exterior colours and materials are to comply with the Design Guidelines and suit existing and preferred character. • Reverse brick veneer is encouraged. • Conventional brick veneer is strongly discouraged, especially where visible from streets or public space. Where exterior face brick is proposed it is to be no more than 20% of any elevation.
Floor and site levels – existing and proposed levels to be provided (levels to AHD).
Garages are to be discretely located. Appropriate size/door width (max 5m door width):
Driveway steepness: 1:8 maximum gradient for driveways. Where steeper than 1:8 is proposed, provide additional sections to demonstrate vehicle clearances are acheived as per Austroads Guide to Road Design Part 3, Commentary 21, Figure C21 1: Car profile. Provide 1:50 scale sections through the top and bottom of driveway showing the Gradient Profile Beam to ensure vehicles clear paving.
If a driveway includes a required car parking space, the gradient is to suit pedestrian use (preferred 1:10, max 1:8).
On site carparking is to be adequate for dwelling size without dominating the home. One car space should be located a minimum of 1m to the rear of the front wall of the house. A 2nd car space may be in the driveway forward of the house. Minimum number of car spaces required: • Houses with two or less bedrooms: a single carspace. • Houses with 3 or more bedrooms: two car spaces with a minimum of 1 carspace under cover.
The preferred maximum of excavation and/or fill is 600mm. Provide cut and fill plans where cut and fill is proposed.
Caravan/boat/trailer/mobile home parking is not to be forward of a dwelling. And not to be visible from streets or open space without DRP approved screening. Proposed parking spaces and screening are to be shown on floor plans for DRP review.
Boundary walls are to be a maximum average height of 3.2m.

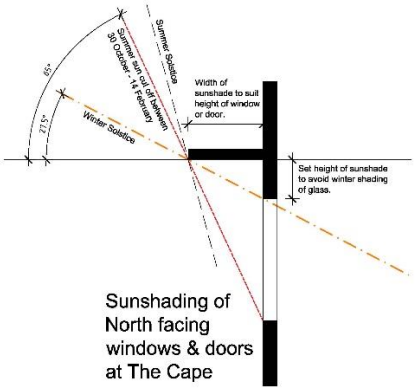
7. Landscaping:

Design and planting to front yards is to be of suitable quality.

Planting is to consider privacy to north facing outdoor space where facing the street.
Mature height of planting is to comply with the Winter Sun Setback line.
Plants are to be selected from the preferred lists provided by The Cape or in the Design Guidelines.
Permeability of the site is to be a minimum 20%.
Bins are to be located behind buildings and are to be screened from public view. Show location on drawings.
Clotheslines should be located at ground level to the rear of buildings and must be screened from public view. Elevated clothelines must be screened from all views. Show location on drawings.
Driveways are to be exposed aggregate or granitic sand, and planting is required between driveways and property boundaries.
Retaining walls are to be minimized particulary where above ground. All retaining walls need to be approved by the DRP and must be clearly documented on drawings.
Planting in accordance with the Bushfire Protection Plan:
All vegetation within a lot must be designed and maintained to Inner Zone bushfire standards, to the following requirements on a continual basis to the satisfaction of the responsible authority: • Within 10 metres of a building flammable objects such as plants, mulches and fences must not be located close to the vulnerable parts of the building such as windows, decks and eaves; • Plants greater than 10 centimetres in height at maturity must not be placed directly in front of a window or other glass feature; • Grass around properties should be kept short. Five centimetres or less is considered short; • All leaves and vegetation debris must be removed at regular intervals; • Shrubs should not be planted under trees and separated by at least 1.5 times their mature height; • Trees must not overhang the roofline of the building, touch walls or other elements of a building; and • Tree canopy separation of two metres and overall canopy cover of no more than 15% at maturity. Comply with CFA design and management guidelines https://www.cfa.vic.gov.au/ArticleDocuments/356/Landscaping%20for%20Bushfire-WEB.pdf.aspx?Embed=Y Refer to attached extract for a bushfire-wise Coastal Garden. Plant selections and design to also comply with the Design Guidelines. Other key landscape items: • Mature size of trees and shrubs are not to overhang boundaries with other lots to avoid bushfire impacts on neighbouring properties. • Avoid climbers in trees or pergolas near buildings.

Mulch: Extensive areas of flammable mulch should be broken into smaller sections by lawn or non-combustible features such as gravel. Flammable mulch should be no closer to a building than 1m from walls, eaves, decks and attached pergolas.
Pergolas: Climbing plants on pergolas can add fuel load and are to be avoided where in close proximity to vulnerable areas of the house such as windows, decks and eaves.
No front fences are allowed, and no paling fences are to face a street.
Side and rear fences as to be as per the Design Guidelines. • Side fences facing the street are to setback from corner of building a minimum of 1m. • Fences are to be clearly shown on drawings including length, height, materials and aesthetic.
Privacy screens as per the Design Guidelines.
Letter boxes are to comply with the Design Guidelines and Australia Post guidelines:

8. Environmental sustainability:

7.5 star energy rating – with glazing and insulation specs on drawings. Include existing and future buildings in calculations.
A minimum of 2.5kW PV power system is required – show on roof plan.
A minimum of 10,000 litre water storage is required – show on drawings.
WELS rated water outlets are required.
An energy monitoring system is required to be installed in the home.
Passive design features including north facing living areas, sunshading and the like are required.
Design is to be appropriate for the local climate.
Adequate allowance is to be provided in the structure for the thickness of proposed insulation.
Appropriate sunshading must be provided: • North glazing: Show sunshading to cut off summer sun at 65 degrees from horizontal (measured from sill) and winter solstice sun penetration.    • East and west facing glazing facing the street: appropriate sun shading is required. • East and west glazing not facing the street: appropriate sun shading is encouraged.
Roofing must be of light/medium colour to reflect summer sun (Solar Absorptance of ≤0.60 as per the National Construction Code). Raw zincalum will not be approved.

8. Social sustainability:

Entries to homes: • Front doors are to be visible from the street and covered. • Pedestrian access to front doors from the street is to be clearly visible. • Front doors are not to open directly into living areas. • Separate entries designed as an airlock are encouraged.
Habitable room windows facing streets or public space:

• All homes need at least one habitable window facing the street at each level (per street for corner sites). • Homes adjoining open space need at least one habitable window facing the open space. • Sill heights for the above windows are to be a maximum of 900 high to allow social connections and provide passive surveillance.
Preferred window sill heights for habitable rooms facing public areas in order to provide dwelling privacy: • Bedrooms: 900 sill. • Living areas: 600 sill.
Verandas/decks addressing open space and streets are encouraged.
Secluded private open space should be provided.
Bike storage should be provided.
Adaptability – accessibility and livability for older and younger people should be provided. Stepless access etc: *Livable Housing Guidelines silver standards may be required by the National Construction Code from 2022.*
Privacy of future and existing neighbours is to be preserved: • Privacy screening of windows and balconies where the floor level is above 800mm high is required where within 9 metres of an adjoining property. Front facing balconies are generally an exception unless overlooking secluded private open space. • Privacy screens are to be permanent external screens. Opaque or obscure glass will not be approved. • Privacy screens are to be a minimum of 75% solid, and a minimum 1.7m high.
Balustrades: • No glass balustrades are permitted. • Balconies facing streets: Balustrades below 600mm high are to be solid or max 25% open. • Balconies facing open space: Balustrades below 400mm high are to be solid or max 25% open.

9. General provisions

Rescode/building regulation assessment:
No cats. Fencing for dogs provided if needed:
Services & equipment comply with winter sun setback line:
Electric car charging point – show location of 32 Amp charing point on plans.
Water tanks located discretely and outside minimum setback lines:

Airconditioners, hot water & other similar services should be located at ground level at the rear of buildings and must be screened from public view. Locations to be shown on floor plans.
Sheds – not on boundaries abutting open space or streets. Not in public view. No higher than 2m where on a boundary.
Signage – not allowed without written DRP approval:
Wood fired heaters not allowed:
Easements and existing services shown and accounted for:
House BAL rating to comply with the Bushfire Protection Plan
Static water storage and site access to comply with the Bushfire Attack Plan. In particular lots 50 – 60 and 221-232.
Existing footpaths/crossovers/street trees and services to be clearly shown.
Neighbouring buildings/windows/outdoor space and other structures within 9m of boundary are to be shown.
DRP to check for proposed designs to the south of subject site where relevant.
Drawings to be provided:
• Existing and proposed site plans including location of existing crossover. • Existing and proposed site levels plan. • Floor & Roof plans. • Sections and Elevations. Elevations with Standard A10 side setback lines shown. • Landscape plan. • Overlooking diagrams where floor levels above 800 high. • Digital exterior finishes page including: walls, window frames, trims, roofing, fencing, hard landscaping and the like.
Payment of DRP Fee is required at time of application. Payment instructions are on the application form.
DRP applications are to be submitted as 3 pdf documents as follows: 1. Application form. 2. Architectural and landscape drawings including 3D views and digital finishes board. 3. NatHERS Certificate preview report. • The maximum size of a pdf document is 5 MB. • Any revisions to application drawings need to be highlighted by revision clouds with revision numbers to effected drawings.

Swimming Pools and Spas:

- No gas heating is allowed - solar heating only. The Cape houses are fossil-fuel free.
- The pool/spa should be a freshwater pool, without chlorine or similar chemicals.
- The size of the pool should be modest, to minimise water use and impact on usable garden space.
- They must be in-ground.
- They are to be included in the DRP application drawings, including details on services.
- Swimming pools and spas are not allowed on vacant lots.
- DRP Approval of a swimming pool and/or is in-principle only. Swimming pools and spas will also require a building permit and must comply with Victorian and Bass Coast Shire laws and regulations.

Condensation in buildings: Sealed and heavily insulated buildings can have condensation issues in areas such as The Cape with Climate Zones of 6. Please ensure that insulation and other building elements such as sarking and wall wrap are selected to address this issue. *Where heavily insulated ceilings are proposed, consider roofing on spacer mat on vapour permeable roof sarking above ceiling insulation (no roof blanket under roofing). CSR Bradford provide the above products and can provide further advice.*

Property drainage: Property owners are responsible for ensuring that water from roofs, paving and paths is collected in underground pipes and directed to the legal point of discharge, so that the water runoff does not affect other property owners.

10. Other comments

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MODEL 1

COASTAL GARDEN

Establishing and maintaining a garden in a coastal location can be particularly challenging. Strong, seasonal winds, sometimes coupled with high levels of airborne salt, provide difficult growing conditions. These can reduce the height and modify the shape of many garden plants and limit overall growth potential.

Coastal landscapes are also typically exposed to high light conditions and elevated temperatures. These factors, often coupled with sandy, shallow soils with poor water retention, mean that horticultural practices to retain soil moisture, such as addition of organic matter and mulches, become critical for garden success.

Creating microclimates through shelter and screening can minimise these problems and enable a larger range of plants to be grown successfully.

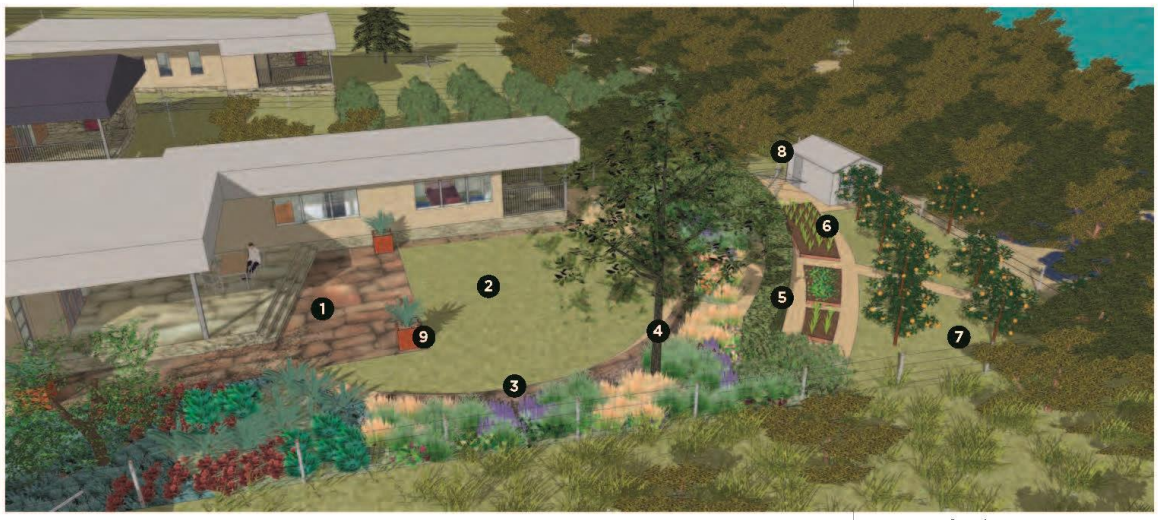
When planning a coastal garden, consider the local site's topography, aspect and neighbouring vegetation.

Gardens located on slopes are more likely to experience the effects of strong winds than those in protected locations.

North-facing gardens are more likely to rapidly dry out during hot summer days. Those in a southerly aspect are more protected.

Natural vegetation growing near the coast is often highly flammable and in some places will be in close proximity to a home garden.

In any of these situations the application of the design principles, such as incorporation of a defendable space and location and arrangement of plants, is particularly important.



See also next page.

EXAMPLE: COASTAL MODEL GARDEN

The numbers here refer to the illustration below and those on pages 20-21.

The paved sitting area ❶, lawn ❷ and low-sitting wall ❸ provide separation between the house and the direction of the most likely fire hazard.

A small tree ❹ is located well away from the house. It provides shade and may also catch embers during a fire. Planting beneath the tree has been kept very low and short. The lower branches of the tree are pruned up to 2 metres from ground level to prevent a fire from moving into the canopy. Behind the tree, a fleshy-leaved hedge ❺ is managed as a long, barrier planting. This will also help catch embers.

The area within the property that is most likely to be impacted first by fire has been planted out as a vegetable garden ❻ and orchard ❼. Good separation is provided between all trees and garden beds to help slow fire spread. The entire area is irrigated to keep plants lush over hot summer days. The service area ❽, with a shed and washing line, is kept well away from the house in the garden's south-west corner.

Large steel pots with upright succulent plants ❾ soften the paved area and can be moved away from the house during summer. The low stone wall acts as a radiant heat barrier and forms an attractive garden feature.

The area north of the house ❿ includes smaller growing succulents that minimise the amount of flammable material near the carport ⓫. Both the carport and the pergola against the house ⓬ are constructed of steel. Using this material avoids adding fuel close to the house. The driveway and carport ⓭ have 4 metres vertical and horizontal clearance for vehicle access.

Small deciduous trees ⓮ have been planted well away from the house and carport. This ensures there are no overhanging branches and they do not obstruct the driveway. Good separation between the canopies has been provided. Other characteristics such as smooth bark and an open habit contribute to the low flammability rating of these trees.

The gravel driveway ⓯ and portions of the front garden include bands of decorative stone as a design feature. The front garden also includes strips of lawn ⓰ between the beds of low shrubs and groundcovers. This provides good separation between plantings and reduces potential fire movement across the garden.

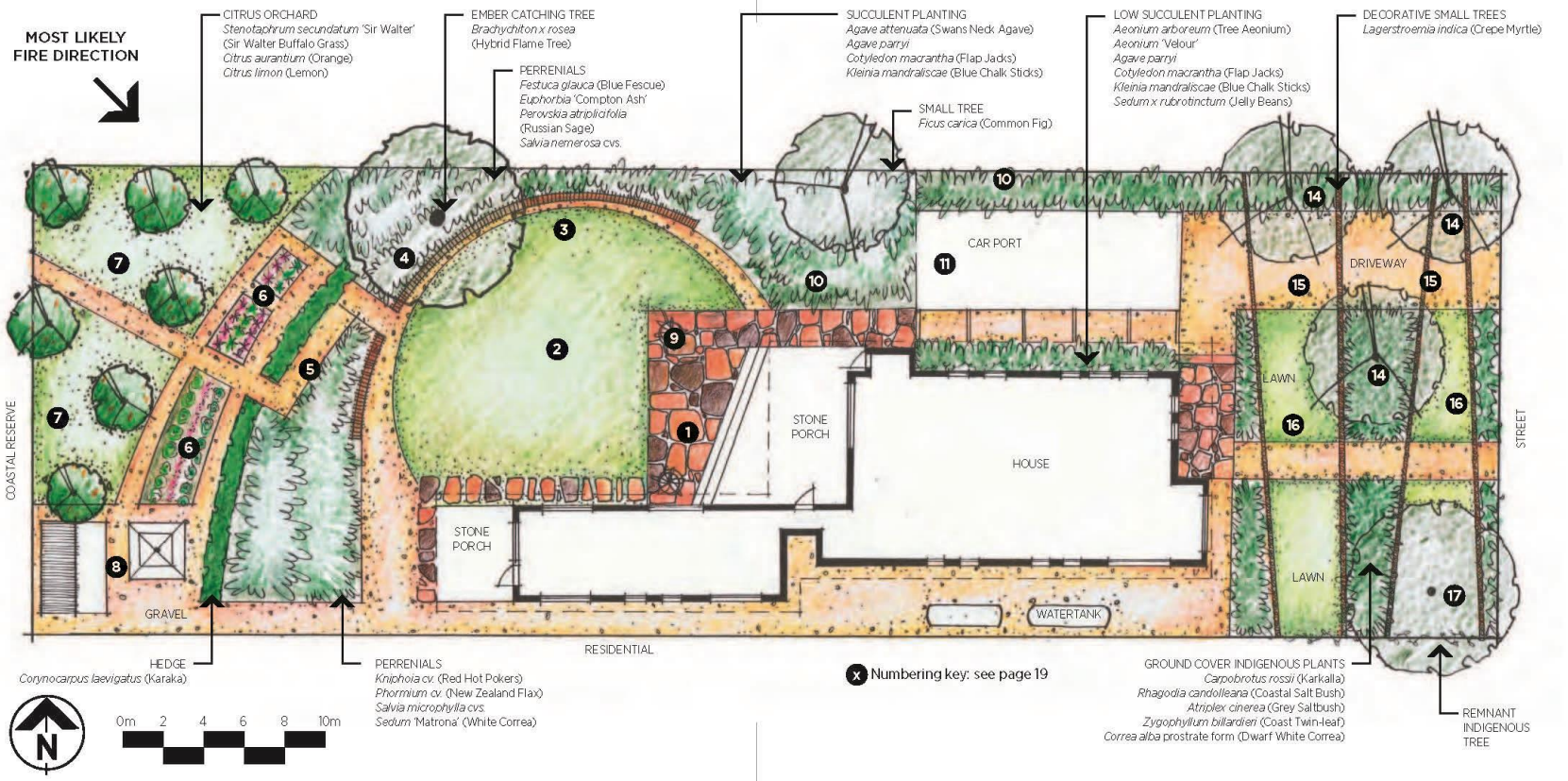
Plants chosen for the model garden have been selected for their firewise properties.

SMALL ORCHARD AND VEGETABLE GARDEN

Located on the coastal side of the property, this area adjoins the remnant indigenous vegetation. The orchard includes widely spaced *Citrus* trees (Lemon, Orange) and a lawn of *Stenotaphrum secundatum* 'Sir Walter' (Sir Walter Buffalo Grass). The vegetable garden includes small soil-raised beds edged by rock and is drip irrigated from tank water on site.

HEDGE

The plant used for the medium-sized hedge (2m x 1m) is *Corynocarpus laevigatus* (Karaka). It is a fleshy, evergreen shrub from New Zealand. While maintenance of the hedge is important to reduce plant litter build-up, it is a good example of a firewise plant. This species retains very little dead foliage and has low levels of oils, waxes and resins in the plant tissues.



PERENNIALS

A decorative mix of evergreen and herbaceous perennials and short grasses are planned for this part of the garden to provide colour and textural qualities for most of the year. Where located near the tree, they will be maintained to a low height to ensure good separation.

Plants selected include *Festuca glauca* (Blue Fescue), *Euphorbia* (Compton Ash), *Kniphofia cv.* (Red Hot Pokers), *Perovskia atriplicifolia* (Russian Sage), *Phormium cv.* (New Zealand Flax), *Salvia nemorosa* (Woodland Sage), *Salvia microphylla* (Baby Sage) and *Sedum* (Matrona).

SMALL TREES

The trees are planted across the garden with low, herbaceous vegetation planted beneath them. This planting arrangement will maximise separation between the vegetation and their canopies. The canopies will also be maintained 2 metres apart to reduce fire spread.

Brachychiton x rosea (Hybrid Flame Tree) has been placed more than 10 metres from the house. It has an open, branching habit, fleshy stems and plays a role in ember catching.

Ficus carica (Common Fig) is a small, deciduous, productive tree with an open habit, smooth bark, large leaves stems and plays a role in ember catching.

Lagerstroemia indica (Crepe Myrtle) is also a deciduous tree with smooth bark and open habit. In this garden it will be managed as a pollarded tree (a tree whose top branches have been cut back to the trunk so that it produces a dense growth of new shoots). This treatment reduces its overall height, as well as keeping lower branches and canopy clear from the ground.

LOW SUCCULENT PLANTINGS

A small linear bed planting of succulents is planted near the house and carport. In the example above, the succulent plants are low in height, have very low flammability and are set well below the house windows. This provides good separation between succulent plantings and vulnerable areas of the house.

Species used here include: *Agave attenuate* (Swans Neck Agave), *Agave parriyi*, *Aeonium arboreum* (Tree Aeonium), *Cotyledon macranthra* (Flap Jacks), *Klenia madraliscae* (Blue Chalk Sticks), *Aeonium 'Velour'* and *Sedum x rubrotinctum* (Jelly Beans).

GROUND COVER INDIGENOUS PLANTS

These consist of low-growing, indigenous ground cover plants. They have low flammability features, such as leaf and stem succulence and low litter carrying.

They include *Carpobrotus rossi* (Karkalla), *Rhagodia candolleana* (Coastal Salt Bush), *Atriplex cinerea* (Grey Saltbush), *Zygophyllum billardierii* (Coast Twin-leaf) and *Correa alba* prostrate form (Dwarf White Correa).

TURF AREAS

The turf species used here is *Stenotaphrum secundatum* 'Sir Walter' (Sir Walter Buffalo Grass), a soft, low-growing and drought-tolerant grass.