

# **WILFIELD RISE**

**WEST MELTON**

**DESIGN GUIDE**

**FOR**

**YOUR SECTION**

## INTRODUCTION

GW Wilfield Limited (GW) have set in place a number of land covenants and rules that endure through the construction of dwellings, occupation and in specific instances, continue in perpetuity in the Wilfield Rise development, West Melton. This is to ensure that we protect your housing investment in our developments.

The covenants offer you peace of mind in the knowledge that your neighbours are required to meet the same guidelines that protect both the built and landscape features and amenities of the area.

If we can be of further assistance in helping your design process, please contact us on (03) 741 1340. Please note, all structures to be placed on the land (houses and ancillary buildings) must be approved. These can be emailed to our office at [enquiries@yoursection.nz](mailto:enquiries@yoursection.nz)

## DESIGN GUIDE

To ensure dwellings within Wilfield Rise are innovative, GW encourages a variety of designs and use of materials within the subdivision.

Building companies and architectural designers are set the challenge of designing around allotment shapes, orientation which may include sustainability elements within the design.

A sustainability checklist is available upon request for those looking at ways of achieving thermally efficient and a sustainable home.

All housing should be designed to consider the street and neighbouring reserves, where visible from the reserve. Designs that do not achieve these results will be considered less favourably.

Natural external colour-schemes are preferred.

The design must incorporate service areas that are not readily seen from public spaces to cater for washing lines, rubbish storage and collection, etc.

However, GW may require substitution of any external building material proposed for the dwelling or alteration of the design of the dwelling if in GW opinion such materials or the design does not suit the site, the environment or the Wilfield Rise development as a whole.

## DWELLING PLAN APPROVAL PROCESS

To ensure that quality-housing standards are achieved, purchasers are required to obtain approval from GW for any building works **prior to making an application for building consent to the local authority**. The following process is to be followed:

- ❑ Send your final set of dwelling plans, including landscape plans to GW (see the last page of this document for a full list of requirements) via email to [enquiries@yoursection.nz](mailto:enquiries@yoursection.nz).
- ❑ GW will endeavour to process your plans (if the application is complete) within 5 working days of receipt of all the appropriate information.
- ❑ A Bond of \$4,000 shall be paid by the Applicant at the time of settlement and that Bond will be held during the construction period.
- ❑ No work on the site may occur without completing the approval process.
- ❑ An incomplete application or non-complying application may be returned and processing fees applied at the discretion of GW.
- ❑ GW in their sole discretion may decline approval of all or any part of the dwelling plans, even if the covenants have been met, if the plan is not in keeping with the standard of the development or proposed materials and finishes.
- ❑ At the rear of this document is a Plan Approval Application that must be completed by the Applicant and supplied with the plans for approval.

## **ARCHITECTURAL FEATURES REQUIRED**

The following is an example of features that are encouraged to be included in the dwelling design. A minimum of four of the following list, or alternatives supplied by the applicant, should be included in the design to achieve the overall design anticipated in the development.

Features are to be visible from the legal road, right of way or access lot from which the dwelling obtains its access.

- ❑ Windows visible from the street other than where not possible due to joinery. However windows facing the street on the southern elevation should be limited in favour of Thermal Performance;
- ❑ Solid Plaster finish, Natural Stone, Linea Board or Cedar Weatherboard or similar product;
- ❑ Boxed Sills on plastered dwellings;
- ❑ Chimney which is boxed for the full height of the dwelling;
- ❑ Feature Front Doors with Architectural Handles;
- ❑ Portico or Porch with columns;
- ❑ Linea, Plastered or Brick Columns that are separate from previous item above, with minimum dimensions being 300mm x 300mm;
- ❑ Gables facing the street, including detailing such as vents or recesses.
- ❑ Landscape features such as sculptures, planters, retaining walls;

## **ANCILLARY STRUCTURES**

All ancillary structures/buildings/sheds on the allotment should be constructed of the same or consistent materials and colours as the dwelling. Dimensions, colours & material schedules are to be submitted with the dwelling plan approval. Such approval to be at the sole discretion of GW.

No fixtures, including storage of Gas or the installation of control equipment for gas or meter boxes or exterior heat pump units visible on the street front elevation, shall be attached to or plumbed into the dwelling that in the opinion of GW are obtrusive.

External antennae or satellite dishes shall be located on the side or rear of the dwelling however at all times shall be at least 7metres from the road boundary and should not be visually obtrusive from the road or neighbouring properties (including reserves).

Service areas for rubbish bins and clothes lines shall be located or screened in such a way that they are not obtrusive from the street or any reserve elevation. This can be achieved through screen fencing or planting.

Exposed chimneys, vents or flues where greater than 400mm above the penetration of the roof shall be enclosed in material consistent with the exterior cladding of the dwelling, such as a boxed chimney.

The placing of storage containers on the site requires prior approval of GW. In the event of containers being placed on the land without prior approval, GW may at its discretion remove the container(s) at the cost of the landowner in all respects.

## **BUILDING HEIGHTS**

Two storey dwellings are permitted on allotments with a net area of 1,500m<sup>2</sup> or greater.

In the design of a two-storey dwelling you should take into account the impact of upper storey windows and verandas on the privacy of your neighbours' private living and/or entertaining areas. Upstairs windows that impinge on neighbours' privacy should have corrective devices such as opaque/obscure glass or louvers/shutters.

## **BUILDING MATERIALS<sup>i</sup>**

Permitted roofing materials include tiles (clay, ceramic, concrete, decromastic, pre-coated pressed steel), cedar, slate or bitumen shingles or painted long-run pressed steel.

Permitted exterior materials include clay brick, stained or painted weatherboard, linea board, sealed concrete block masonry, natural stone, stucco, plaster, bag-wash, painted long-run pressed steel, glazing or any combination of the above.

Gutters and down pipes shall be pre-finished or painted to match the dwelling or the roof colour.

GW may require substitution of any external building material proposed for the dwelling if in their opinion such materials do not suit the site, the environment or the Wilfield Rise development as a whole.

Approved recycled materials such as recycled bricks, resurfaced and repainted weatherboards and other timber products that are of a quality finish maybe use. However relocated or de-constructed dwellings and iron are not permitted within the Wilfield Rise development.

## **BUILDING SIZES**

Whilst we do not stipulate a minimum house size we suggest the size of the dwelling should relate to the size of the section. Dwelling and landscape design is considered more important than dwelling size.

## **BUILDING TIME**

Construction of dwellings on each site should commence within 24 months of possession of the land and the home shall be completed within nine months of commencement of construction, including site works and landscaping.

## **DWELLING SETBACKS**

The front of the dwelling should be designed to be a minimum of 3.0m from the street boundary and ideally address the street although in some instances this is not practical.

The parking of boats, caravans and other recreational vehicles should be screened from public view. The location and the proposed landscape treatment of these areas should be discussed prior to advancing too far in the design phase of your plans. Final details shall be shown on the plans submitted for design approval.

## **ROOF PITCH**

A minimum roof pitch of 25 degrees will apply for all housing<sup>iii</sup>. Please refer to the footnote at the end of this document for approval of alternative roof pitches.

## **GARAGES**

Double garages should be provided for on all allotments. Double garage dimensions should be no less than 5.9m x 5.9m with a minimum door width of 4.8m.

Vehicle parking, garage doors and carport entranceways should not comprise more than 50% of any ground floor elevation.

Glazing in garage elevations facing the street shall be opaque/obscure.

## **DRIVEWAYS**

Generally only one driveway will be permitted per property. Requests for a second access point will be considered on its merits, with the allotment size and road frontage being a key consideration.

Where a property frontage incorporates a public car park, landscaping, lighting or mounding, the location of the allotment access may be determined by GW.

Unless already constructed by GW, the berm and kerb crossing up to and including road metalling must be completed prior to construction of the dwelling commencing. The driveway shall be completed prior to occupation of the dwelling.

Where a swale exists between the road and the allotment, the swale crossing shall be constructed in the location, manner and form directed by GW and/or the appropriate local authority.

The driveway at the road boundary shall extend for a distance of 2m from the legal boundary.

There should be at least 0.75m of screen planting or grass between driveways and side boundaries.

Approved finishes for driveways include coloured stamped/stencilled or exposed aggregate concrete, asphaltic concrete, concrete cobblestones or pavers or similar.

No "car tracks" are permitted and driveway materials shall be solid in nature. Where a lot is greater than 3,000m<sup>2</sup>, the initial 10m from the legal road frontage shall be a solid finish.

Where GW constructs a kerb cut down and a driveway to an allotment, this access point should be used by the purchaser as the primary driveway entry. If the purchaser chooses to use an alternative location for a driveway, the existing driveway must be removed and made good at the cost of the purchaser in all respects.

The cost of such driveway within the public road reserve may be recoverable at the discretion of GW to a maximum of the cost of a standard asphalt driveway.

Prior to the design of your dwelling and landscaping, all purchasers should check with GW as to the location of driveways constructed by them to avoid unnecessary expenditure.

## **LANDSCAPING AND STREET TREES**

The Purchaser shall not remove or relocate any tree or shrub or any landscape feature within the front 2.0m of the allotment without the prior written consent of GW.

No earthworks shall be undertaken whereby excavation or fill will exceed 0.75m from the surface level of the property without approval.

No filling or re-routing of natural land contours may occur without the specific prior approval of GW.

Pathways leading to the entry of the dwelling should be of different materials from the driveway to highlight this as an entry point.

The letterbox construction should be consistent with the exterior wall materials of the dwelling and of suitable scale.

Landscaping visible from the road frontage shall be generally completed in accordance with the Landscape Plan prior to occupation of the dwelling.

A suitable level of planting (including the height of planting) is required to ensure a seamless transition between the dwelling (including internal and corner fencing) and the streetscape.

For all allotments with a net area greater than 3,000m<sup>2</sup>, no less than 15% of the site shall be planted in native vegetation, which shall include hedgerows along fence lines. This will be a condition of the building consent for all sections greater 3,000m<sup>2</sup>.

## **LOW PRESSURE SEWER – LOTS 312-314, 600, 601, 429, 717-719**

A low pressure sewer pump is required for each of these properties. Selwyn District Council (SDC) have approved suppliers for these systems. Please contact SDC for an update to list of suppliers. Please note this is a condition of the building consent for these sections.

## **ONSITE WATER STORAGE**

All sites over 3,000m<sup>2</sup> will be required to provide a minimum water storage on site for 3 days. This applies to Lots 366 -369, 425 – 428, 471 – 476 & 479.

Water storage tanks of 10,000L or more should be no higher than 2.5m above finished ground level and be appropriately landscaped/screened. An example of the proposed location and screening is available upon request.

## **SUSTAINABILITY**

### **Rainwater Collection**

Every dwelling within Wilfield Rise shall collect rainwater with a minimum tank size of 500l for irrigation purposes. (This will be a condition of your building consent).

### **Energy**

To reduce a home's reliance on electricity the use of solar power is required for each dwelling within Wilfield Rise. (This will be a condition of your building consent).

## **CONSENT NOTICES**

The Selwyn District Council or other authority may require Consent Notices to be attached to the title to be created by GW. Consent Notices are typically used in the following situations.

- ❑ Restricting access to an allotment where any other access point, other than the prescribed location may be dangerous or inappropriate.
- ❑ As a requirement to complete specific site testing for ground bearing capacity for the dwelling being proposed.
- ❑ No build areas to protect natural contours or where a zone may intersect an allotment.
- ❑ Refer to the subdivision consent for Wilfield Rise available on our website. [www.yoursection.nz](http://www.yoursection.nz)

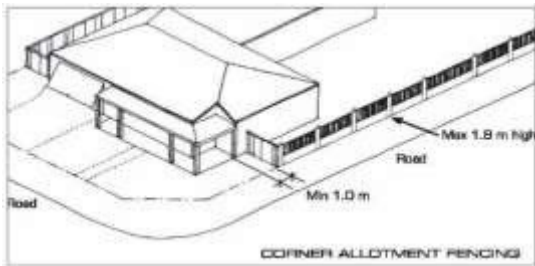
## **FURTHER SUBDIVISION**

On issue of titles for the individual allotments, no allotment may be further subdivided or used to gain access to an adjacent property outside of the Wilfield Rise development as specified in the protective covenants. Excluded from this are further stages of the planned subdivision by GW or boundary adjustments that GW deem appropriate.

## FENCING

### Fencing During Construction

Side and rear boundary fencing shall be completed prior to any building works commencing on site. Temporary fencing (such as shade cloth or gates) to a height of not less than 1.8m is required on the road boundary during the construction period and shall be secured closed when construction is not occurring on the site (evenings, holidays, etc).



### Road Front Boundaries

Fencing forward of the building façade shall be no closer than 3.0m from the legal road boundary. An exception to this design rule is available on corner allotments, where fencing on one road frontage may be permitted on the boundary or allotments greater than 1Ha in area. Street front fencing permitted on corner allotments with two road frontages shall incorporate materials consistent with the dwelling and of a different style and material from internal boundary fencing. Such fencing shall be finished at least 1.0m behind the main building line (see diagram).

### Reserve & Rear Boundaries

Fencing fronting reserves shall be of 'open' style for a minimum of 50% of the reserve boundary. Specifically designed fencing will be required on boundaries fronting a reserve (including 'future' road reserve) or where fences cross or adjoin a sculptured mound.

Where fencing is erected by GW on lots fronting a reserve or waterway, such fencing shall not be removed or altered without specific approval which may be withheld at GW discretion.

### Internal Boundaries

All internal boundary fences shall be constructed from masonry, solid timber or in the form of a 1.8m high paling fence with timber capping, unless otherwise approved by GW. Side boundary fencing shall terminate not closer than 3.0m from the road frontage boundary and shall be of consistent height with the balance of the boundary fence<sup>ii</sup>. Any fencing within the section or lot boundary shall be of a different style to the boundary fencing.

Fencing on internal boundaries of lots greater than 3,000m<sup>2</sup> should be post & rail. Where such a lot shares a boundary with a smaller lot, a solid fence is permitted on the shared boundary.

### General Fencing

No fencing shall be greater than 1.8m in height unless specifically approved by GW.

GW shall retain the right to erect any side or rear boundary fencing of any allotment with a share of the cost of such fence payable by the Purchaser.

GW retains the right to erect boundary fencing on the public road boundary, reserve boundary or the boundary of any allotment prior to settlement, particularly where access is restricted.

All Purchasers are liable to share the cost of boundary fences including any fence that may have been erected by GW or adjoining allotment owner.

GW is not responsible to contribute to the cost of any fence where such fence has been or is proposed to be erected by the Purchaser.

*Where the District Plan has more onerous rules relating to street front fencing, the District Plan rules override the above.*

## **MAINTENANCE**

Prior to, during, and after construction, the allotment is to be maintained in a clean and tidy manner. No rubbish, including Builders materials may accumulate or be placed on the allotment or any adjoining allotment.

No excavation material, rubbish or builders waste shall be deposited on adjoining properties.

Grass and/or weeds shall not be allowed grow to a height exceeding 150mm.

Should damage occur to landscaping, irrigation, berms and kerbs contained within the legal road reserve or any other allotment, either in front of, or adjacent to the Applicants allotment, the Purchaser shall immediately repair the damage.

GW retains the right to remove any building materials from the allotment or any adjoining site or to maintain the site in a reasonable condition, that in their sole discretion, if left in their state, may be detrimental to the subdivision with reasonable costs to be met by the Purchaser.

## **OCCUPATION**

A dwelling may only be occupied by the Purchaser on completion of the works (including driveways, pathways, letterbox, landscaping and seeding of lawns visible from the boundary frontage) and once a Code Compliance Certificate has been issued by the local authority.

Temporary occupation of the land prior to completion of the dwelling (camping or caravanning) is not permitted.

## **ON-SELLING**

In the event the Purchaser on-sells the allotment prior to settlement, the Purchaser must reserve, for the benefit of the Vendor, the Vendor's rights and the Purchaser's obligations as set out in the Sale & Purchase Agreement and advise GW immediately of the transaction.

In the event the Purchaser on-sells the dwelling prior to completion, it is the Purchasers responsibility to advise GW in writing the property has been on sold, providing the new owners details and that the bond has been transferred to the new owners.

## **SHOW HOMES**

Show homes sites will be limited with the locations designated by GW. Further show homes sites outside of the designated locations may be considered however will be subject to GW approval. Consideration will be given to the number of sites being utilized for show purpose and GW may in their sole discretion withhold consent for further show homes.

## **SIGNAGE**

Signage on individual allotments shall be limited to professionally sign written and installed signs marketing the dwelling or section for sale. The erection of signage indicating a business will only be permitted by GW if such signage is acceptable in the sole discretion of GW or prior written consent is obtained.



## **BOND REIMBURSEMENT**

The following procedure must be adhered to in order to receive a refund of the bond.

- ❑ Developer approval and Council Consents are required prior to any work being undertaken on the site.
- ❑ Where fencing has not been erected by GW, fencing shall be erected by the Purchaser prior to any site-works being undertaken.
- ❑ Where a driveway has not been constructed by GW, the kerb is to be cut out, berm excavated and appropriate metal placed to ensure mud or other materials are not tracked onto roads with due care taken of irrigation lines.
- ❑ If coloured concrete or textured footpaths are removed for construction purposes, the driveway forward of the boundary shall match the surrounding footpath materials, colour and texture, unless otherwise directed by Council.
- ❑ The allotment is to be kept clean and tidy at all times with no materials windblown or otherwise from the site. Rubbish skips are to be placed on the site and emptied when practicably full.
- ❑ No animals are permitted to 'wander' the site or adjoining sites.
- ❑ The driveways, pathways, side fencing, letterbox and landscaping forward of the dwelling shall be completed prior to the occupation of the dwelling as per the approved plans.
- ❑ Berms shall be re-seeded at the time of completing the frontage landscaping with grass that matches the frontage for uniformity.
- ❑ Any damages caused outside of the allotment to be repaired immediately by the Purchaser or their contractors.
- ❑ GW are to be notified of completion of the works to enable inspection **prior** to occupation.
- ❑ If the Protective Covenants and Further Terms of Sale are complied with in all respects the Bond will be repaid in full and occupation may then occur.
- ❑ Bonds will not be refunded in part to assist the completion of the above works items.
- ❑ Care shall be taken when locating portaloos to ensure they are not obtrusive to neighbouring lots and fixed in a manner that ensures they will stay upright at all times.
- ❑ Plans that have not received full developers approval prior to occupation of the dwelling will have \$500 deducted from their bond.

**Where the above procedure is not adhered to, GW may recover the cost for repairs, correspondence and administration from the Bond prior to releasing it to the Purchaser. If occupation occurs prior to the Bond reimbursement request, the Bond may be forfeited**

## **GENERAL**

GW shall be permitted to provide adjoining allotment owners with the contact details to neighbouring allotments for the purposes of resource consent approvals, fencing notices and relevant communications.

The above covenants and rules apply to all Purchasers within developments undertaken by GW. Where a Purchaser on-sells a section or a dwelling, it is the responsibility of that Purchaser to make subsequent Purchasers aware of these covenants and rules.

GW reserves the right to alter or amend the Protective Covenants and the Design Guide for Your Section for subsequent stages of Wilfield Rise.

The Purchaser covenants with GW that they will not oppose or prevent GW from progressing and completing Wilfield Rise or GW's development plans or consents needed to generally give effect to the Wilfield Rise Development.

## IMPORTANT FOOTNOTE

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<sup>i</sup> Alternative roofing materials and external cladding materials may be considered on their merits if in the opinion of GW, those materials or claddings will not adversely effect the development.

<sup>ii</sup> GW retains the right to approve side boundary fencing within 3.0m of the road frontage due to the irregular shape, size or orientation of an individual allotment.

<sup>iii</sup> Alternative roof pitch may be considered on their merits if in the opinion of GW such pitch will not adversely effect the development and any departure from the covenant is justified and not requested primarily as a function of cost or convenience.

### *Disclaimer:*

*This document is a Summary of the Protective Covenants and Plan Approval process. The formal Protective Covenants are available on request. The Vendor takes no responsibility for the Purchaser relying on the above information when making their decision to purchase an allotment. The District Plan rules should be referred to in all circumstances.*

## PLAN APPROVAL APPLICATION

*This document must be completed by the applicant and supplied with the necessary information. If the appropriate information is not supplied the plans may be returned to the applicant and fees may be charged.*

*GW reserves the right to charge processing fees where any application requires significant input in achieving plan approval.*

*Prior to the design of your dwelling and landscaping, all purchasers should check with GW as to the location of driveways constructed by them to avoid unnecessary expenditure.*

### 1. Owners Details

Name of Applicant  
Allotment Owner (if different to above)  
Allotment Number  
Street Address of Allotment (if known)

Current Postal Address of Applicant

Phone Number of Applicant  
Email address of Applicant

### 2. Builder/Architect Details

Company Name  
Contact Name  
Postal Address  
Phone (Wk) (Cell)  
Email address

### 3. House Details

What is the Allotment Area in m<sup>2</sup>  
What is the Floor Area of the dwelling (including garages, carport) m<sup>2</sup>  
What is the height of the Dwelling (m)  
What is the Roof Pitch of the Dwelling (degrees)  
How many levels is your dwelling

### 4. Attachments Included (please tick)

*Please attach the following to your application:*

Site Plan	△
Floor Plan	△
Front Rear and Side Elevations	△
Frontage Landscape Plan	△
Exterior Lighting Plan	△
Driveway Design	△
Fencing Detail (all sides)	△
Letterbox Location & Detail	△
Sectional/Timber Garage Door	
Four Architectural Features – please list	
1.	
2.	
3.	
4.	

### 5. Exterior Materials & Colour scheme

*Please provide colour samples with your application:*

Exterior Cladding  
Roof Cladding  
Colour Scheme  
Roof Colour  
Wall Colour  
Window Joinery Colour  
Door Colour  
Garage Door Colour  
Driveway Materials & Colour

### Office Use:

Date Application Received  
Date Bond Received  
Date Further Information Requested  
Date Further Information Received  
Date Approved  
Bond Released (Date & Amount):

