

Design Guidelines

Follow your heart to Alma

1.2 - August 2025

1. Overview

1.1 Introduction

Alma is a boutique master planned community located in thriving Clyde North. The name means ‘soul’ in Spanish and ‘nourishing’ in Latin. It was chosen because both definitions match the vision of the developers, SIG Group and Sphere Group Development, of a community that will nourish the soul of those who live here.

At the heart of Alma is the concept of seamless connectivity, with a wide range of established and future amenities including parks, schools, shops and transport links to support a lifestyle of ease and convenience for Alma’s residents.

The experienced developers created these guidelines to ensure all homes built at Alma meet community expectations of quality, contemporary style, presentation and finish. Every property sitting harmoniously within the beauty of its environment will reflect positively on the future value of your wonderful Alma home.

1.2 Developer Approval Process

Awareness

Homes must be designed with regard to the Design Guidelines. Please ensure that your builder or designer has a copy of the current Design Guidelines before you start designing your home. The most up to date version can be downloaded at www.AlmaEstate.com.au.

Design

Upon understanding the Design Guidelines, design your home so that it complies.

Submission

Prepare your application and upload it to the Design Review Panel (DRP) portal. Find the link at the bottom of the Alma website home page.

Assessment

Allow 10 working days for your application to be processed. The DRP will approve your application if it complies with the Design Guidelines.

Not Yet Approved

Applications that do not yet comply with the Design Guidelines will be returned with suggestions on how to comply.

Resubmission

Amended plans may then be resubmitted for approval.

Approved

Following the approval, you must then obtain a building permit from a Building Surveyor.

Begin Construction

With a building permit, you may commence construction.

1.3 Submission Requirements

All submissions for Developer Approval must be in PDF format and include the following information:

- a. Site plan with dimensions and showing:
 - Existing and proposed levels and retaining walls;
 - Lot boundaries and any easement(s) on title;
 - Proposed building footprint and all proposed setbacks;
 - On-site car parking and driveways;
 - Location and type of fences.
- b. All floor plans, roof plans and elevations, with dimensions, showing the internal layout, and any pergolas, decks, terraces, balconies, verandas, windows, doors and other openings.
- c. A Colour Board in PDF format with all external finishes, materials and colours clearly labelled to show which building element they represent.
- d. Landscape plan with dimensions and showing:
 - Extent of all hardscape and softscape.
 - Planting schedule that lists all proposed species referenced on the landscape plan.
- e. For lots with a height difference of more than 1.5m between the highest point and the lowest, please include at least one sectional drawing that explains the extent of proposed cut and fill locations and heights of any proposed retaining walls.

1.4 Submissions

When you are ready to make your submission for Developer Approval, you can lodge it at the DRP portal. Find the link at the bottom of the Alma website

page. Users must first register to use the portal. Once this has been done, log in and simply enter the relevant details when prompted.

Generally, we will review and respond within 10 working days of your submission, but this time may vary depending on the nature and completeness of your submission.

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

Written consent from the Responsible Authority is required if the Design Guidelines are not met.

1.5 Resubmissions

If submitting a revised proposal, highlighting the changes on the plans will help to speed up the processing and assessment.

1.6 Timing

- Construction of your home must start within 1 year of the settlement date. Completion of your home, including garage, driveway, fencing and retaining walls should occur within 2 years of settlement.
- Fencing must be constructed within 30 days of the issue of the Certificate of Occupancy.
- All Front Gardens must be landscaped in accordance with these Guidelines (including all turf, soft landscape, driveways and pathways) within 6 months of the issue of the Certificate of Occupancy. The Front Garden must be kept presentable and well maintained at all times, with no excessive weed growth.

1.7 Definitions

For the purposes of these guidelines:

- Public Realm is any land that is within the ownership of a public body, including the Council and servicing authorities.
- The Primary Frontage is:
 - The boundary that abuts the Public Realm on a lot with one boundary fronting the Public Realm;
 - On a lot with more than one boundary fronting the Public Realm, the primary frontage is the boundary with the shorter length.
- The Secondary Frontage is the longer boundary on a lot with two intersecting boundaries abutting the Public Realm.
- The Front Façade is the elevation that addresses the Primary Frontage.
- A Corner Lot is any lot with a boundary with a Secondary Frontage.
- On Corner Lots, the primary frontage is the shorter one abutting the Public Realm, unless noted otherwise on the Plan of Subdivision.

- For all lots, the Lot Width is the width of the lot at the front building line.
- Front Garden refers to the whole area between the front boundary of a lot and the dwelling, garage & return fence.
- Natural Ground Level means the ground level after engineering works associated with the subdivision.
- An Outbuilding is a structure not attached to the dwelling, such as a shed or gazebo.
- Building Envelope Plan means the Building Envelope detailed on the Plan of Subdivision for a particular lot.
- Front Loaded refers to a lot where the garage is accessed from the Primary Frontage.
- Rear Loaded refers to a lot where the garage is accessed from the rear or side of the lot, usually from a lane or secondary street.

1.8 Small Lot Housing Code (SLHC)

Lots that provide a single dwelling and have an area smaller than 300 m² are also subject to the requirements of the Small Lot Housing Code (SLHC). In the event of any clash between the SLHC requirements and these Design Guidelines, the SLHC shall take preference. The DRP will not assess proposals against the requirements of the SLHC.

1.9 Developer Approvals

All homes built at Alma Estate must be approved by the Design Review Panel (DRP) prior to lodging for any Building Permit or commencing any construction works. The DRP is appointed by the developers of Alma Estate to oversee and implement the objectives of the Design Guidelines.

The Design Guidelines may be changed from time to time at the discretion of the estate developer.

Applications for the Developer's Approval will be assessed against the current version of the Design Guidelines. Interpretation and application of these Design Guidelines are at the sole discretion of the DRP. The DRP's decisions are final. No claims shall be made to the developer, the DRP or their representatives with respect to the decisions made.

The DRP reserves the right to vary or waive the requirements of the Design Guidelines if it believes that a proposal (or an element of a proposal) that is not strictly in accordance with the wording of the Design Guidelines nonetheless makes a positive contribution to the overall objectives of the built form and/or streetscape at Alma Estate.

Resubmissions for a lot, that has already had an application approved, will incur a fee. Lots found to be non-compliant after a previously approved submission, will be issued a corrective action notice and will incur a fee for its auditing work. If the corrective action is not completed, the estate developer may take legal action to enforce compliance.

1.10 Other Approvals

The requirements detailed in this document are in addition to, and not in lieu of, any other legal or statutory requirements. It is the responsibility of the owner to ensure any other approvals, authorisation permits, or other requirements are obtained and satisfied.

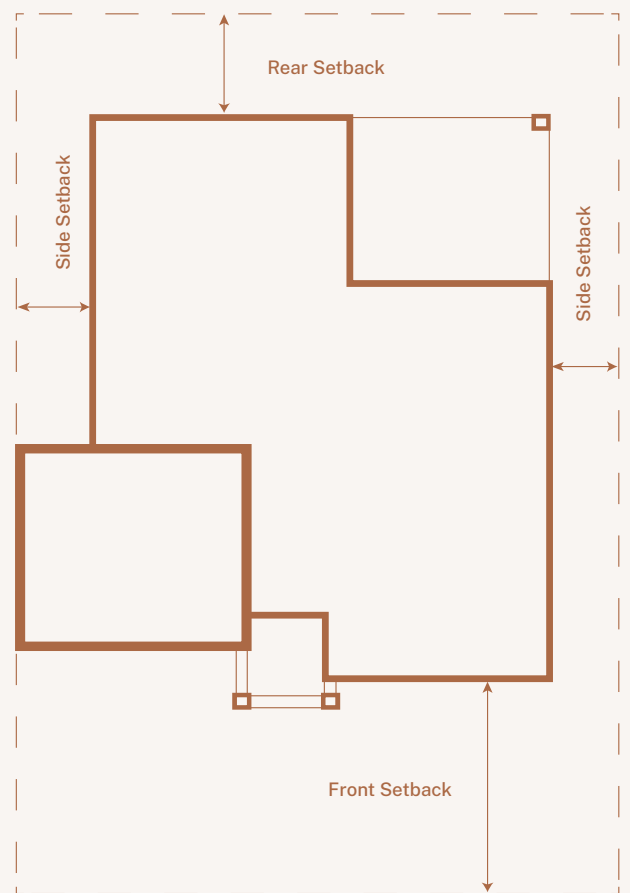
2. LAND PLANNING

2.1 Lot Layout

Only one house is permitted per lot.

2.2 Building Setbacks

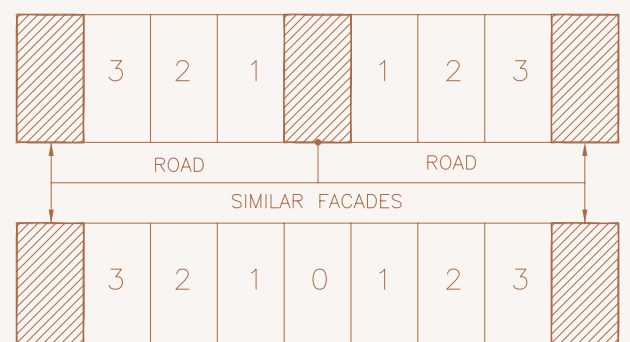
- The Front Façade must be set back at least 4 m from the front boundary.
- A garage accessed from the front of a lot must be set back at least 5.5 m from the front boundary of the lot and at least 500 mm from the Front Façade.
- Porches, verandas, and porticos less than 4 m in height may extend into the front setback up to 1.5 m.
- The house must be set back at least 1 m on at least one side of the house.
- The house must be set back at least 1 m from the rear lot boundary.
- Where the house is set back at least 1 m from the lot boundary, eaves, fascias, gutters, chimney, flue pipes, water tanks and heating or cooling or other services may extend into the setback around the house up to 500 mm.
- A house on a Corner Lot must be set back at least 2 m from the secondary street frontage.
- If the lot abuts a reserve, the house must be set back at least 1 m from the common boundary.
- All building works must comply with the associated Planning Scheme, Victorian Building Regulations and Building Code of Australia.



Building setbacks

2.3 Built Form Variety

The Front Façade of the house must not be identical or very Similar to any other house within 3 lots along both sides of the street. This includes houses built, under construction, approved or already applied for. All earlier applications take precedence. The DRP will determine if a façade is too similar.



Identical façades

3. ARCHITECTURAL DESIGN

3.1 Building Height

Maximum building heights are subject to zoning requirements. Lots zoned General Residential have a maximum building height of 11 m. Lots zoned Residential Growth Zone have a maximum building height of 13.5 m.

3.2 Building Design

- Front Façade must feature a contemporary style.
- The house must incorporate clean, simple, and well-proportioned roof lines to create interest, contribute positively to the character of the street and provide good passive solar performance.
- The house must include at least one habitable room window to each street frontage.

3.3 Character and Visual Style

A variety of architectural characters and visual styles are encouraged.

3.4 Massing and Articulation

- The front door of the house must be seen from the street.
- The Front Façade must include a permanent weather protection structure over the front door, such as a portico, porch, veranda, or other feature.
- Façades facing both primary and secondary streets must be articulated, such as by using openings, balconies, variation of materials, and recessed and projected elements on the ground and upper floors.

3.5 Roof Design

- A variety of roofing forms and styles are encouraged.
- Innovative roof designs that incorporate some flat elements will be assessed on their design merits.
- Parapets are permitted on the Front Façade.
- The roof must have eaves at least 450 mm deep over all façades facing the Public Realm, except where a parapet is used. Eaves at the side and rear are strongly encouraged.
- A hipped or gabled roof must have a pitch of at least 22 degrees. Standalone skillion roofs must have a pitch of at least 10 degrees, and 22 degrees when combined with a hipped or gabled roof.

3.6 Corner Lots

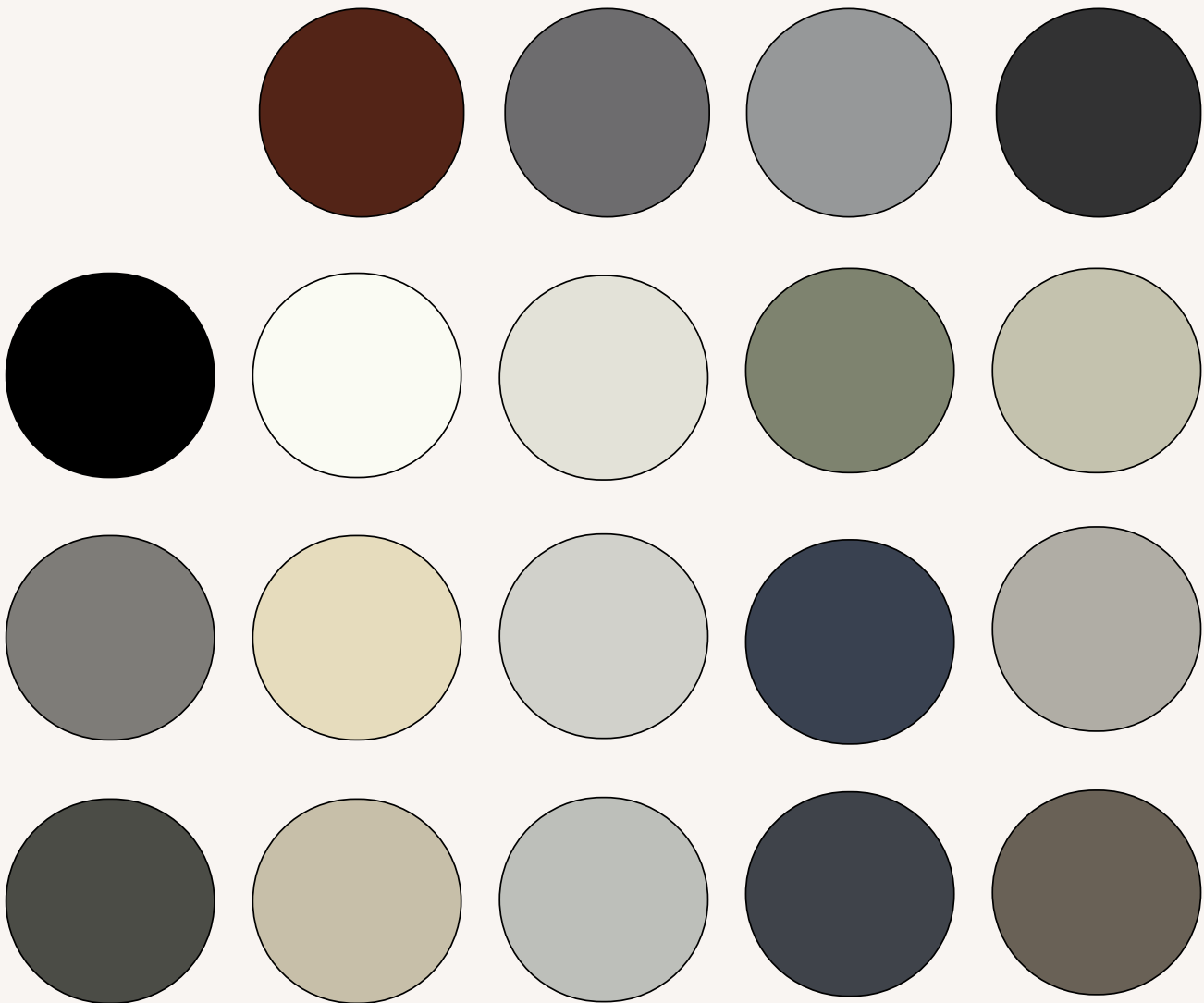
- If the lot is a Corner Lot, the house must have eaves at least 450 mm deep to all sides facing the Public Realm.
- If the lot is a Corner Lot, the house façade facing the secondary street must have similar design features to those used on the Front Façade. Suggested features include, but are not limited to:
 - Windows with matching head heights;
 - Highlight materials and finishes that wrap around from the primary façade;
 - Other treatments, to the satisfaction of the DRP;
 - Materials and articulation treatments used on a Corner Lot's Front Façade must continue onto other façades facing the Public Realm. Corner features are encouraged to be readily visible from the Public Realm.

3.7 Car Accommodation

- All lots must incorporate an enclosed garage.
- Minimise the impact of garage doors and driveways to the house and the street by locating vehicle access appropriately.
- Garages accessed from the Primary Frontage of a lot must be integrated into the overall form of the house.
- The garage must be set back at least 5.5 m from the front lot boundary.
- Garages that are not accessed from the Primary Frontage may be detached.
- Lots with a frontage of more than 12.5 m must provide a double garage. The opening must be no wider than 5.5 m.
- If the Lot Width is 18 m or more, a triple garage may be considered if the third car space has a dedicated door, and the door wall is stepped back at least 500 mm from the other front wall of the garage.
- If the house is single storey, the total width of the garage door openings must be no more than 40% of the width of the lot at the alignment of the Front Façade.

3.8 Materials and Finishes

- The Front Façade must be finished with a mixture of at least 2 varied materials/finishes or colours. Brick, weatherboard and rendered brick are strongly encouraged. Rendered cement sheeting must not be used on the Front Façade.
- Roof cladding must complement the style of your home.
- Roof materials must be matte finish and non-reflective.
- External glazing that is visible from the Public Realm should not contain lead-light, stained glass, reflective glass, or patterned film.
- The area above an opening on a façade facing the Public Realm must match the sides of the opening in materials, colour, and finish.
- Façade colours must be neutral.
- Architectural features should be highlighted by varied colours or shades. Bright or fluorescent colours are prohibited.
- Roll-down security shutters are prohibited on façades facing the Public Realm.
- Any one material or colour must cover not more than 75% of the wall area of the Front Façade, excluding windows and all other openings.



4. ADDITIONAL EXTERNAL ELEMENTS

4.1 Objectives

- External elements must be used to complement the façade design in an integrated way.
- The streetscape and neighbourhood character must be protected by ensuring all services are hidden from the view from the Public Realm.

4.2 Driveways

- One crossover is allowed per lot frontage.
- If the lot is a Corner Lot and the garage is accessed from the front of the lot, the garage must be located on the side of the house opposite the street corner.
- The driveway must be constructed prior to occupancy.
- The driveway must not exceed the width of the garage opening.
- The driveway must taper to match the width of the crossover.
- The driveway must be set back at least 500 mm from the side boundary to allow for a garden bed.

4.3 Stairs, Balconies & Awnings

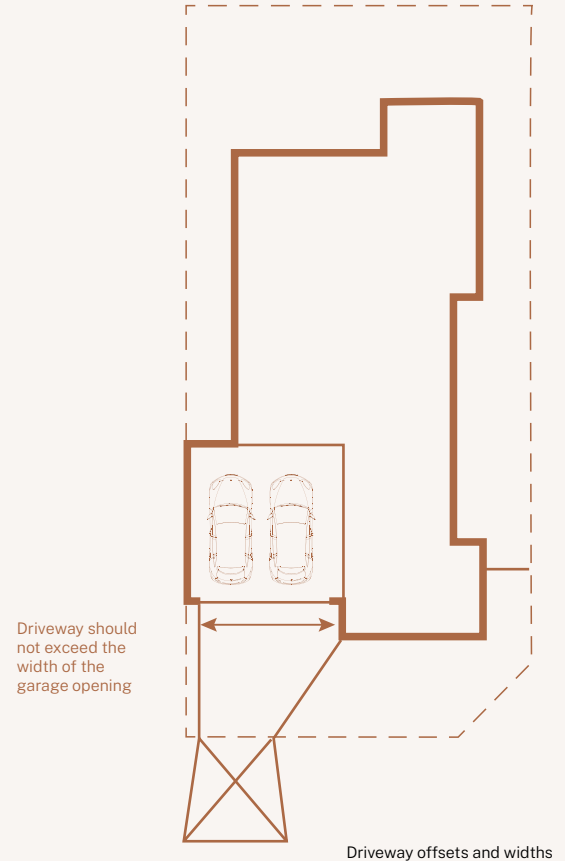
- External stairs to upper storeys are discouraged. Specific house designs requiring this treatment may be approved by the DRP on design merit.
- Column/post types and widths for verandas, porticoes and pergolas must be proportional to other façade elements.

4.4 Window Screening

- Screens that have not been considered as part of the overall façade and elevations will not be approved.
- Window screening located on a primary or Secondary Frontage will not be approved. Battens in either a horizontal or vertical screen are an efficient means of screening a window. Where timber is to be used, the detailing and 'look' of the screen should complement the remainder of the façade.

4.5 Letterboxes

- The letterbox must be clearly in view at the front of the lot, next to the driveway or front gate, or in a similar position, with the street number of the lot clearly displayed.
- The letterbox must be positioned in a location that is clear of obstacles.
- Letterboxes must have a contemporary style, complement the façade and landscape style, and be sized as per Australia Post recommendations.



4.6 Landform (Retaining Walls)

- Any one retaining wall must be no higher than 1.0 m. If the slope to be retained is higher than that, use two or more walls with each wall stepped back at least 500 mm to soften the appearance of the change in levels.
- Retaining walls visible from the Public Realm must be constructed from a material and finish to complement the façade, to the satisfaction of the DRP.
- If visible from the Public Realm, a retaining wall must not be made from timber or plain concrete sleepers.

4.7 Fencing

A front fence may be erected if it is no higher than 1.2 m and at least 50% transparent.

A privacy fence must be erected around the side and rear boundaries of the lot, set at least 1 m behind the Front Façade of the house. This fence must be no higher than 1.8m above Natural Ground Level and made from timber posts and lapped timber palings with a 50 mm bottom plinth.

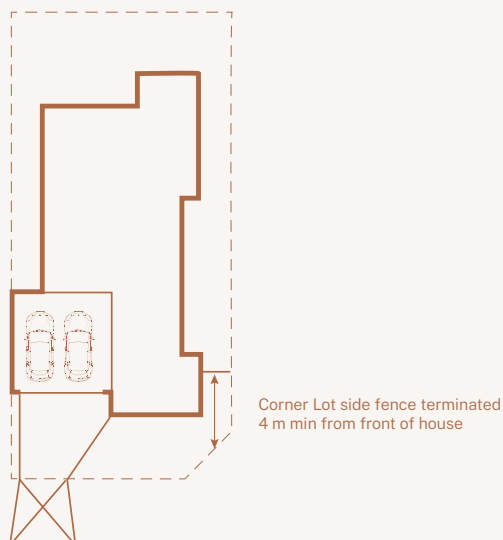
A return fence, matching the specifications of the adjacent fence, must run between the lot boundary and the closest wall of the house and be set back at least 1 m behind the Front Façade of the house.

Where the side boundary of the lot is also the rear boundary of the abutting lot, the privacy fence may extend to the front of the lot.

On a Corner Lot, a privacy fence along a side boundary abutting a secondary street and a matching return fence, must be set back at least 4 m from the nearest front corner of the house.

4.8 Gates

Any gate in a fence must match or complement the fence in materials and finishes.



4.9 Landscaping

Landscape works are part of the design approval process.

A landscape plan must be approved prior to the commencement of construction.

- The front yard must have permeable surfaces over at least 60% of its area.
- 30% of the softscape area must be garden beds.

The front yard should contain free-draining surfaces such as:

- Grass;
- Garden beds containing trees, shrubs or tufting plants;
- Groundcovers;
- River pebbles or Lilydale toppings or similar.

Turf used must be a warm season variety.

Consideration should be given to the cultivation of existing soil in the garden beds to a 200 mm depth and the addition of imported topsoil and fertiliser to the garden bed.

Garden beds must have 80 mm layer of mulch.

All garden beds within the front yard must be edged using brick, timber, or steel edges.

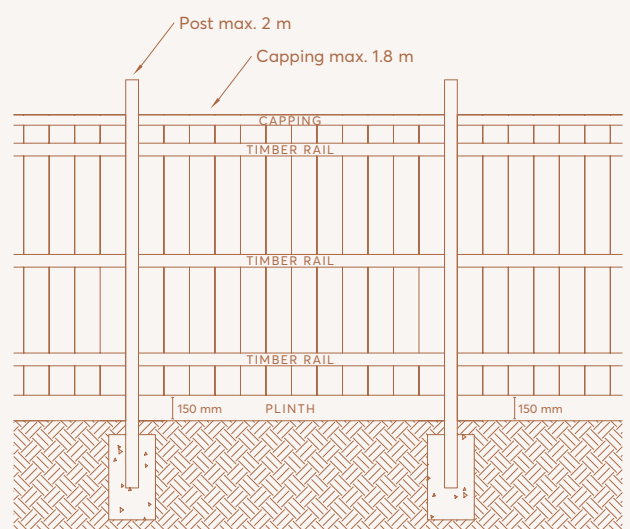
At least one tree must be planted in the front yard, with a minimum planted height of 1.5 m.

Any tree to be planted must have a mature height of at least 4.0 m.

Careful consideration should be given to the tree type and location, so that the tree will not affect the foundations of the home, driveway, or relevant authority assets.

- Plant species are to be hardy, appropriate to the site and have reasonable drought tolerance.
- Noxious weed species must not be planted.

The nature strip(s) outside the lot is/are included as part of the works required for the successful completion of the landscaping. Nature strips must achieve neat and even grass coverage and, any damage caused during construction of the house, must be rectified.



5. ANCILLARY ITEMS

5.1 Recycled Water

- Where available, houses must connect to the estate's recycled water supply.
- Lots 300 m² or greater must be connected to a rainwater tank with a capacity of at least 2,000 litres.
- The rainwater tank must be connected to the toilets, laundry and gardens.
- Tanks must not be prominent if visible from the Public Realm. They may be screened and integrated into the overall design.

5.2 Fibre to The Home

The house must be connected to the Opticomm network.

5.3 External Light Fittings

- If visible from the Public Realm, a light fitting must incorporate a diffuser or light shade.
- External light fittings must not have excessive light spill.

5.4 Service Equipment

Satellite dishes, antennae and external receivers should be located within the back half of the house and not be prominent from the Public Realm.

Heating and cooling units should be:

- Positioned below the ridge line;
- Positioned on the rear of the roof; and
- Coloured to match the roof as far as practical.

5.5 Sustainability

- Photovoltaic cells, solar panels and the like may be located to maximise their efficiency as long as they are close to and match the pitch of the roof form.
- Energy efficient appliances and lighting systems (such as LED lights) are encouraged.

5.6 Signage

- Signs to advertise the sale of a vacant lot are not permitted unless approved prior by the Developer.

- One sign only may be erected to advertise the sale of a completed dwelling.

5.7 Screening

An ancillary item must be located so that it is not readily visible from the Public Realm. This includes items such as:

- Rubbish bin storage areas
- Washing lines
- Hot water systems, evaporative units, and external plumbing other than that for rainwater
- Swimming pools and spa pumps
- Satellite dishes and television antennae

Trucks, commercial vehicles exceeding 1.5 tonnes, recreational vehicles, trailers, caravans, boats, horse floats or other like vehicles should be located so that they are not readily visible from the Public Realm when stored on the lot.

Detached garages, sheds or ancillary storage of boats, caravans or similar must not be visible from the Public Realm.

5.8 Maintenance of Lots

- The lot owner must not allow any rubbish to accumulate on a lot, including from site excavations and building materials, unless the rubbish is neatly stored in a suitably sized industrial bin or skip.
- The lot owner must not allow excessive growth of grass or weeds upon the lot.
- The lot owner or its agents must not place any rubbish, site excavations or building materials on adjoining lots, reserves or in any waterway.

5.9 Crossover and Footpath Protection

It is the responsibility of the lot owner to ensure that any required asset protection permits are obtained prior to the commencement of building works.

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