

design guidelines

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Introduction

Traditional Raglan has achieved considerable density and diversity in a typically chaotic way which has created a distinct and interesting vibe in the community. Acknowledging this the Waikato District Council and Rangitahi Limited agreed to an approach that ties development outcomes to a master plan. The master plan provides guidelines for a co-ordinated urban and architectural design response more akin to the traditional Raglan 'village-scape' while providing for diversity and richness of individual houses.

The goal of a master plan is a comprehensive integrated design that provides for the creation of a community through a mixture of housing and lot sizes, a true public realm, a sense of place, sufficient economic yield and real respect for the natural and built receiving environment that the development is inserted into.

We have created design guidelines to help deliver our vision for the peninsula. The design guidelines for Rangitahi must be read in conjunction with the provisions of the Waikato District Council District Plan. Compliance with these design guidelines and gaining design approval from the Rangitahi Design Review Panel prior to commencing construction is mandatory as outlined in your property covenants. All aspects of your design, including house and landscape designs must be adequately detailed and submitted long before you plan on applying for building consent and commencing construction of your home.

OUR VISION

To create an extension of the existing Raglan community, celebrate local culture and provide a lifestyle close to nature. Rangitahi is a place where you can build a home for yourself and for future generations with great respect for the land and sea. The Rangitahi project responds to its unique environment, providing energy and identity to the community.

OUR OBJECTIVE

To provide a range of living opportunities to the local community and beyond that attracts a diverse community with a range of demographics at different stages of life.

To showcase high quality houses, streets and public spaces. A mixture of lot and house sizes and typologies will be developed to provide choices and value.

Rangitahi is committed to energy conservation, encouraging sustainability through quality design. Guidelines will control the quality of the residential development, along with the use of a design panel process ensuring security for those purchasing in Rangitahi.

OUR STRATEGY

To deliver on the vision for Rangitahi, Rangitahi Limited will:

- Ensure a mixture of house types, section sizes and lot widths are delivered throughout the peninsula that reflect the coastal style of Raglan.
- Provide excellent public spaces, streets and reserves for the community. These investments will improve the value of the whole peninsula and all of the properties on it.
- Review and approve architecture and landscape designs to ensure there is a range of good quality, well-designed contemporary homes for a variety of people and families, (i.e. not all the same market or community sector).
- Ensure houses actively address the street and any adjoining open spaces, creating an interactive street environment and community.
- Oversee the house and landscape implementation to ensure homes are delivered in alignment with the approved designs.

THE GUIDELINE PURPOSE

The purpose of the design guidelines is to control the form and the quality of residential development in Rangitahi.

By ensuring that a consistent, high quality approach is taken to the design and construction of houses and landscaping at Rangitahi, builders and residents will have confidence that neighbouring properties will be of equal or similar quality, elevating the quality and value of the entire peninsula, as well as the houses within.

House and garden designs will be assessed in a holistic manner and on a case by case basis. Aspects such as location, profile, context and variety relative to other lots at Rangitahi will be factored into the assessment process. Previously approved and built homes do not necessarily set a precedent for what will be approved on future submissions.

Here are some of the key points that Rangitahi will be addressing through the design review panel process across residential and mixed-use development.

1. Responds to Context

Is the building form and scale appropriate for the location?
Does the building function appropriately for its location within the neighborhood?
Does the house design reflect Raglan's coastal character?

2. Responds to Site

Does the building express the slope and work with it?
Is retaining minimized?
Does the building provide and create spaces that are functional and usable for outdoor living - both public and private?
Are the vehicle and access impacts minimized?

3. Impacts on Neighbours

Does the design ensure that noise, overlooking and overshadowing impacts on the neighbours have been considered and minimized?

4. Responds to/fron the Public Realm

Do living areas open up to the street and any adjoining open spaces?
Does the building feature elements that encourage sociability such as porches and or verandas?
Is the front yard a functional/usable part of the house design?
Is an active relationship to the public realm maintained when a rear boundary adjoins an open space?

5. Street scape Facade

Does the building contribute positively (i.e. fit in) to the overall appearance of the neighbourhood?

6. Landscape Elements & Building Materials

Are the materials generally the same as elsewhere in the neighbourhood and do they reflect the coastal style / aesthetic?
Do these elements contribute positively to the overall neighbourhood cohesion and identity?

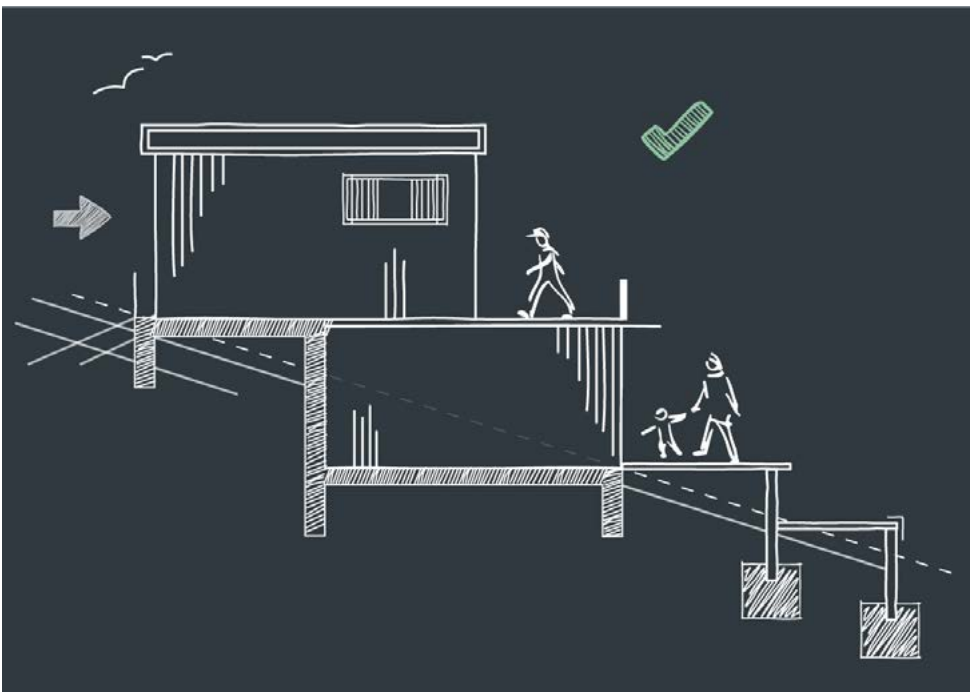
7. Sustainability & Resilience

Does the building:
Incorporate low impact design solutions?
Provide alternative energy generation or storage such as solar panels?
Reduce storm water or utilise rainwater harvesting?



Coastal style

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Site Design

OBJECTIVE

To ensure individual building lots, street-scape and neighborhoods are developed in a co-ordinated manner where the architectural and landscape components of the natural and built environment are balanced and residential amenity is maintained.

The Rangitahi development team is passionate about making sure the design and build of your home integrates into the unique natural coastal environment that exists in Raglan, ensuring that the coastal environment is not only preserved, but also celebrated.

DESIGNING FOR THE CONTOUR

There is very little flat land in Raglan or on the Rangitahi Peninsula. Accordingly an important principle in the design and layout of the houses is that they should describe and support the topography, not fight against it.

Homes on sites with a moderate to significant slope must be designed to step down the slope and work with the contour. Rooflines should be designed sympathetically to the surrounding environment, following the contour of the land while respecting neighbouring properties and protecting their views. Landscape designs must respond to the topography and be considered as an integrated part of the house and site design. Multiple small level changes and the use of battered slopes are required to prevent the use of large retaining walls and the requirement for these walls to be fenced for safety. The creation of flat sites through the use of perimeter retaining walls of a height greater than 1m will generally not be considered unless hidden behind the home and not visible from the street or adjoining properties. The landscape design must not be an afterthought but rather considered early on in the design process and designed in conjunction with the house design to appropriately deal with level changes across steeper sites.



Designing for the contour

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LOTS

The lot sizes and widths are set out in the Subdivision Scheme Plan that fits into the wider Precinct Plan. The plans for the seven different 'precincts' on the peninsula will be developed to ensure a range of section sizes are available.

SITE COVERAGE

Smaller average lot sizes and a more intensive built form necessitates improved site utilization over conventional suburban development. Responding to slope and using it effectively is particularly important in maintaining good solar access and delivering quality private living spaces.

The built form guidance supports minimizing building footprints and encouraging multi-level construction in preference to sprawling single level structures. There is a 40% maximum lot coverage.

BUILDING ORIENTATION AND HEIGHT

Slope and aspect have a large influence on solar access. A sunny north facing outdoor living space is great in winter, but it is often east and west outdoor spaces that are most useful throughout the year.

A variety of massing and height is characteristic of a typical village-scape. The main design goal at Rangitahi with regard to heights is to create a varied roof-scape with differentiation based on function and location. Heights are generally based on the number of levels to encourage generous floor-ceiling heights, particularly where any commercial activity is anticipated.

The Waikato District Council as has established a maximum rolling plain height limit of 7.5 meters. The daylight admission is 2.5 meters above the boundary then a 45 degree angle in.

SETBACKS

FRONT YARD

The minimum setback of houses to the front boundary is 3 meters with the garage at 5m. A front yard is encouraged to promote a staggered building line along the street while ensuring houses continuously address the street environment.

SIDE YARD

It is the combination of side yards on either side of a boundary line that creates the openness or gaps between houses. The District Plan's set back standard from side to rear boundaries is 1.5 meters. On the north side of the lots, a greater set back from boundaries may be sensible to enable sun into open space on the north side of the property.

In order to create the right conditions for the development of a high quality residential area, it is important to control key aspects of the peninsula. This is called setting the building blocks. The following section outlines the key building blocks to be controlled at Rangitahi.

CAR PARKING

Home designers and owners are encouraged to consider how many off street carparks are required for the number of bedrooms a house has. Typically, we require a minimum of two off street carparks per home and more for a house with four or more bedrooms. The driveway in front of a garage is considered a carpark noting that we will not approve carparking pads which are in front of the main part of a home and that any parking pad needs to either be in front of a garage or integrated into the overall site and landscape design.

Design for quality

SETTING THE BUILDING BLOCKS

- Create a mixture of section sizes and widths that require a variety of built outcomes.
- Create street definition by controlling setbacks, Height and specific street environments.
- Control key aspects of the design that impact on the community feel of the development (e.g. corners, street ends, entrances and key sites).
- Deliver an excellent street-scape and green spaces that inspire a community feel and participation.

MATERIALS

Quality materials will be used in the construction of all facets of the houses, fences, walls and landscape features to ensure durability and functionality. We encourage the use of sustainable and Eco-friendly building materials wherever possible. Some materials may lower the quality of the peninsula. Rangitahi discourage the use of these, including but not limited to:

- Fiber cement board.
- Reflective glass.
- Bitumen coated soft board.
- Monolithic cladding systems. Plaster is only acceptable on concrete and masonry.
- Tiled roofs.
- Unstained or unpainted rough sawn timber fencing.
- Polystyrene foundation raft systems.

CLADDING SETS THE TONE

Cladding sets the tone for your house as well as protecting it from the elements. We've rounded up the top options to consider before you dive in. Choosing exterior cladding is a key decision that will influence how you feel about your home for years to come and how well it withstands the elements. Cladding style, colour and texture are just the beginning; you'll also need to consider factors such as insulation performance, sustainability and durability. Cladding is to reflect the coastal style and "bach" aesthetic that Raglan is known for. "Brick and Tile" or suburban looking homes are not permitted. If cladding cost is an issue, then a smaller home with quality materials should be considered. Quality materials we believe reflect the right look and feel for Raglan include but not limited to are;

- Metal - Steel, Iron or Aluminum (roofing and cladding)
- Timber (weather boards, board and batten, Shiplap, etc).
- Grey masonry (architectural styles) i.e. block work.
- Plaster on concrete or masonry. From smooth to highly textured or patterned, these often mix well with other types of cladding as a feature.
- Precast or In situ concrete (architectural style homes only)
- Brick (architectural style homes only and assessed on a case by case basis avoiding a "Brick and Tile" suburban look).

See the Archipro website for more cladding ideas and inspiration available in New Zealand.

Architecture

OBJECTIVE

To create a community of houses that respect, connect and collaborate with the environment. To not only maintain the integrity and value of the development as a whole but for each individual's property. A variety of architectural styles are anticipated and encouraged, however an appropriate uses of building forms and materials is necessary to ensure that a cohesive and appropriate 'Raglan' coastal style is achieved throughout the development. Typical Waikato "brick and tile" homes will not be approved.

SUSTAINABILITY

Solar panels are encouraged and must be considered at the early design stages and integrated into the overall architectural response. If you wish to retrofit solar panels to your home please consult with the DRP before you do so.

LOT TYPES

You would have received a Lot Type Diagram with your Sales and Purchase Agreement. This diagram identifies whether your lot is a Corner Lot, a High-Profile Lot or a Standard Lot. It also identifies whether any of your lots boundaries are fronting an open space and also locates the Comprehensive Development Lots in your precinct. To the right are specific requirements for each of these lot types.

CORNER LOTS

The design of the lot and the house should address both streets with windows, doors and outdoor living areas. Corner lots should be considered carefully to ensure that the house wraps around the corner while providing a mix of visible outdoor areas and more private areas for owners. Fencing should be low against both street frontages. Corner lots are also considered high profile lots.

HIGH PROFILE LOTS

Homes at the end of streets, on corners and in locations where they are highly visible are to be of a high quality and use premium materials. An overall higher level of architectural merit and finish will be expected for these frontages.

STANDARD LOTS

Standard lots are generally internal to a block and less visible. The design guidelines still need to be met but smaller, well designed homes may be considered.

COMPREHENSIVE LOTS

Comprehensive development lots are to be designed comprehensively. It is critical that the DRP is engaged early on in the design process as design expectations are high for these lots.

LOTS FRONTING OPEN SPACE

Lots that have a boundary interface with an open space will be required to activate this edge, have sufficient surveillance of the open space and be of a high design quality along this boundary. Fencing, if proposed, is to be low and attractive.

GARAGE DOORS

To reduce the dominance of garages on the street-scape garage doors should occupy a maximum of 50% of the width of the front elevation of the house and be a minimum of 5m from the lots boundary to ensure space for a car to park within the lot, without crossing over the foot path.

HOUSE ORIENTATION

Houses should be designed to positively address the street – front doors and indoor living areas should have a relationship with the street, using architectural elements such as (but not limited to); pathways or landscaping, a pergola or covered outdoor area, a covered entrance way. Windows should be designed in the front (street facing) elevation. Where houses adjoin a recreation reserve, they should also positively address the reserve. I.e. 'blank' walls with no windows facing the street or reserve will not be approved.

ROOF FORM

Roof forms should be designed to emphasize the vertical dimensions – either gables or mono-pitched that face the street. No hip roofs will be approved unless they are very low pitch and integrated into a high quality design and are not dominant. The roof form over the living part of the house should be more dominant than the roof form over the garage, through increasing or stepped height. The residential roof form should be the primary roof form and should include the pedestrian entrance. The roof form over the garage should generally be secondary and less prominent.

Your roof design should be considerate of how it may affect the views from properties above you. For example, a steep gable roof which would clearly block your neighbours view of the harbour should be replaced by a lower roof design. This will ensure that you, and your neighbours get the best views that the Peninsula can offer.

VARIETY

Variation is required through form, roof line, massing, materials, colour and detail. Repetition of building types en mass should be avoided. In multi-unit dwellings the facades of individual units should be clearly defined.

OUTDOOR LIVING AREAS

Outdoor living areas must be designed on each lot. The outdoor living space must be a minimum area of 80m² and large enough to accommodate a circle with a minimum diameter of 6 meters. The outdoor living area must be accessed directly from a living area inside the house and face north of east or west. It is encouraged that these outdoor spaces are covered, in part if not all - to create functional sheltered spaces.

PRIVACY

Slated fences or permeable hedging up to 1.8 meters high can be used to create privacy in the back yard. Where privacy fencing is necessitated in the front yard, it should be designed to complement the design of the house. Fences can step up higher than 1.2 meters only if the yard is north-facing and the fence is designed to complement the design and materials of the house. All privacy fences will have a minimum visual permeability of 25% and should be no greater than 50% of the width of the yard.

SOLAR ACCESS FROM THE NORTH

Houses should be placed and designed to ensure solar access to the north side of each lot and the house. No blank or windowless walls should face north.

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COLOUR

Careful consideration of how a homes colour compliments its designs and contributes to the wider streetscape environment is required. Modern colour palettes which reflect the coastal aesthetic are encouraged.

Roofing details i.e. flashings, spouting, downpipes etc. are to match either the cladding or roof colour or be sympathetic to the overall proposed colour scheme.

DEALING WITH SLOPE

Homes must work with the slope of your site and not fight against it. Houses are to step down, or up the slope and be considered as an integrated design solution alongside the landscape design. Decking is considered as part of the house in terms of dealing with slope and needs to also comply with this requirement. Using the house itself to retain the hill is encouraged rather than using additional retaining structures. Careful consideration must be given to how the house expresses the slope and single level, flat homes on poles will not be considered on moderate to steep slopes.

ENTRANCE

The pedestrian entrance to each house should be emphasized through the use of architectural massing, roof form, colour, increased architectural detail and quality around the pedestrian entrance. The pedestrian entrance to the house should be directly connected to the street and be separate from the driveway i.e. not cut off by a fence or planting or require you to walk over the driveway to get to your front door. An architectural structure can be placed over the front pedestrian entranceway to give emphasis to the front door and its relationship to the street. The DRP may approve variations to this rule if the architectural merit of the overall home warrants a relaxation.

WINDOWS

Windows should be placed and designed to look over the street. The size, shape, proportion and arrangement of the windows should contribute positively to the contemporary form of the house. External features can be used to provide shade over windows, such as louvers.

VERANDAS AND BALCONIES

Verandas and balconies should be integrated into the architectural design of your home.

They should be designed to:

- Provide articulated house frontage
- Activate the street and provide opportunity to interact with neighbours.
- Maintain privacy
- Provide visual surveillance
- Create a connection between internal and external living spaces

OUTBUILDINGS AND STRUCTURES

The design of outbuildings and structures should complement the design of the main house and be out of site from adjoining properties.

TV AERIALS AND MASTS

TV aerials and masts should not be attached to the front elevation or front roof edge of houses. Aerials and masts should be set back, while still being sited and oriented to be functional.

GARDEN SHEDS

"Off the Shelf" garden sheds are not permitted at Rangitahi. Storage space for garden implements must be integrated into the house or garage envelope and be considered as part of the overall landscape design. Freestanding garden sheds may be approved at the Design Review Panels discretion if they are bespoke, compliment the house in terms of their location, design and colour and are a net positive for the overall design proposal.

Landscape Design

Landscape design creates character, frames views and helps establish a new community. Landscaping creates an enjoyable living environment for all. A holistic approach should be taken to the design of each lot for homes to 'blend' with the natural environment. From concept design, outdoor living spaces should be considered just as important as indoor living spaces.

All landscaping work undertaken should be of a very high quality and appearance and be completed before your home is occupied.

FENCES AND RETAINING WALLS

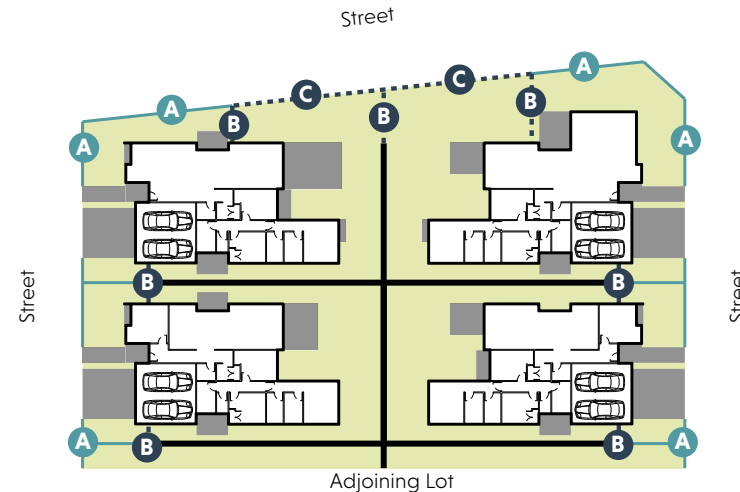
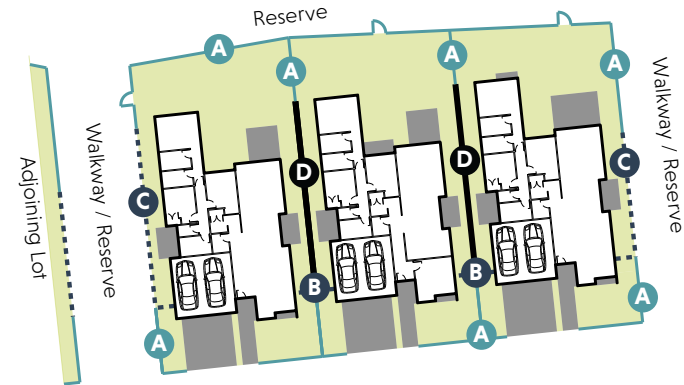
Fences and low walls should be designed to contribute positively to street-scape amenity and complement the design and materials of the house. Please talk to your neighbour early in the design process to coordinate your response to fencing and retaining. All fencing returns or gates visible from the street should match the front fence material and colour and be setback a minimum of 1m from the front corner of the house. Fencing in the front yard is discouraged but is permitted and shall be no higher than 1.2metres. Privacy fencing can be built on side yards only. Fencing on a reserve boundary must be no more than 1.2 metres in height and include a gate. Fence heights are based on existing ground level at the time of subdivision.

All fences must be painted or stained on both sides at the time of construction unless they use high quality dressed timbers such as macrocarpa or eucalyptus. Retaining walls are to be timber unless an alternative material is specifically approved by the DRP i.e. concrete block or other modular paver system.

Materials that are not permitted for fencing are –

- Unstained or unpainted rough sawn pine
- Sheet panels (e.g. fiber cement) and acrylic spray finish
- Colour steel and corrugated iron

Fences on sloping sites should be designed with a sectioned or stepped profile. Where fence heights change, fences are to step down rather than slope or taper. Retaining walls **must** be screened with planting and stepped. Level changes across the site must be integrated into the house and landscape design. Designers should use small incremental level changes utilising sloping ground, planted batters and small retaining structures to reduce the prominence of level changes.



FENCE GUIDELINES

Code	Fence Location	Height / Design
A	Front yard / Reserve Edge	1.2 metres Max, dressed timber, painted / stained optional (to include gate on reserve)
B	Screen fence within lot	1.8 metres max, dressed timber, min 25% visual permeability, painted / stained optional (min 1m behind building line on street frontage)
C	Screen fence onto Reserve / Street	1.8 metres max, dressed timber, min 25% visual permeability, painted / stained optional (max 50% of boundary and only side yards as shown when lot has min two reserve and/or street frontage boundaries)
D	Backyard fence	1.8 metres max, rough sawn timber OK, painted or stained unless dressed timber is used

SERVICE AREAS

Service areas should be readily accessible from each house, with an area of 20m² and a minimum dimension of 3 meters where possible. The ideal location for a service area is next to the garage within the side yard, usually on the south side of the lot.

Service areas (containing rubbish and recycling bins, clotheslines, garden storage, gas systems and bottles) within side yards or at the rear of the lot and must be screened from view from the street, public open spaces and neighbouring properties. The outdoor tap location should be included in the landscaping plan.

LETTERBOXES

Letterboxes should be incorporated into the front fence where possible, complementing the front fence or planting design. Freestanding letterboxes should compliment the house design using similar forms and materials. Off the shelf letterboxes which do not compliment the house design will not be approved.

Elements of the colour, form, texture or materials should complement the house design.

Letterboxes should not be made from unrelated materials, they should be considered in the design and the implementation of the front yard landscape plan.

FRONT YARD PLANTING DESIGN

Planting shall be undertaken in the front yard of each lot. The design for each front yard shall be implemented and maintained by the lot owner at the time of construction of the house and completed prior to the occupation of the house. Native species reflecting the unique Raglan coastal environment are encouraged.

Planting should be selected for optimum growing conditions and not require a lot of maintenance to become established or for it to thrive in the long term. Planting should define front boundaries, reinforce entrances,

frame views from the house onto the street, provide privacy and separation between each lot, allow solar access to windows and living areas and be used to deal with steep land which is impractical to mow easily.

Due to the compact size of each lot, plants should be set out in layers of height to maximize the perceived depth of the planted borders. Tall species should typically be arranged at the back against walls and fence lines graduating to smaller species in the front of the border. In very narrow borders where there is little room to layer heights from side to side instead.

All front yard planting, other than specimen trees, must be 1.2m maximum in overall height at maturity or maintained as a 1.2m high hedge to maintain outlook to the street.

BACK YARD PLANTING AND DESIGN

It is encouraged that fruit trees are planted in each back yard. A vege garden should be incorporated into the back yard design. Native species reflecting the unique Raglan coastal environment are encouraged. Steep slopes are encouraged to be fully planted to reduce ongoing maintenance issues with the mowing of grassed areas on steep slopes.

Boundary planting (including hedges) should be neatly clipped and maintained to a height similar to that of permitted fencing on that particular boundary.

SPECIMEN TREES

Each front yard shall have at least one large specimen tree planted as part of the overall design and implementation of the front yard plans. (See plant size guide over the page for more details). Native tree species reflecting the unique Raglan coastal environment are encouraged.

When planting a tree, consideration should be given to the mature size of the tree, and to the use of root barriers when planting in close proximity to houses, concrete or services. Trees should be positioned between side boundaries and as close as possible to the front boundary. Trees should not be planted in a hedge.

CORNER LOTS

The front yard landscape design should continue around the corner for at least one third of the total side elevation. There should be at least one tree planted on each outward facing yard on corner lots and areas visible from public spaces where possible.

ENTRANCE PATHS AND DRIVEWAYS

Entrance paths and driveways should be high quality hard surface materials, i.e. permeable paving, exposed aggregate, or 8% oxide (minimum) concrete - broom, exposed aggregate or burnished. Entrance paths should be constructed to link the entry of the house to the footpath on the street, with no interference from parked vehicles. Hard-surfaces should not cover more than 50% of the front yard design, and should be softened with timber elements and planted areas where possible. Screening of parked cars should be designed using planting or fencing.

EXTERIOR LIGHTING

Exterior lighting should be carefully designed with regard to placement, intensity, timing, duration and colour. All light fittings should be integrated into the architecture or landscape. Louvers, hoods and other attachments designed to direct light and minimize light pollution are required for any exterior lighting.

GARDEN SHEDS

"Off the Shelf" garden sheds are not permitted at Rangitahi. Storage space for garden implements must be integrated into the house or garage envelope and be considered as part of the overall landscape design. Freestanding garden sheds may be approved at the Design Review Panels discretion if they are bespoke, compliment the house in terms of their location, design and colour and are a net positive for the overall design proposal.

Plant size guide

Sizes and description are relative to what is typically available from nurseries in the Waikato region. To ensure planing has the best possible start top soil in plant beds is to be a minimum depth of 300mm and for lawns a minimum depth of 100mm. Mulch in plant beds is to be bark or wood chip kept to a minimum depth of 50mm.

PB3/4 or .5ltrs - Small ground cover, e.g. mondo

PB2 or PB3 or 1 - 1.5ltrs - Ground cover + grasses (30 -60cm approx)

PB5 or 2.5ltrs - Small shrubs, e.g. Flaxes and ferns (mature under 1m)

PB8 or 5 liters - Large shrubs, small - medium trees (mature over 1m)

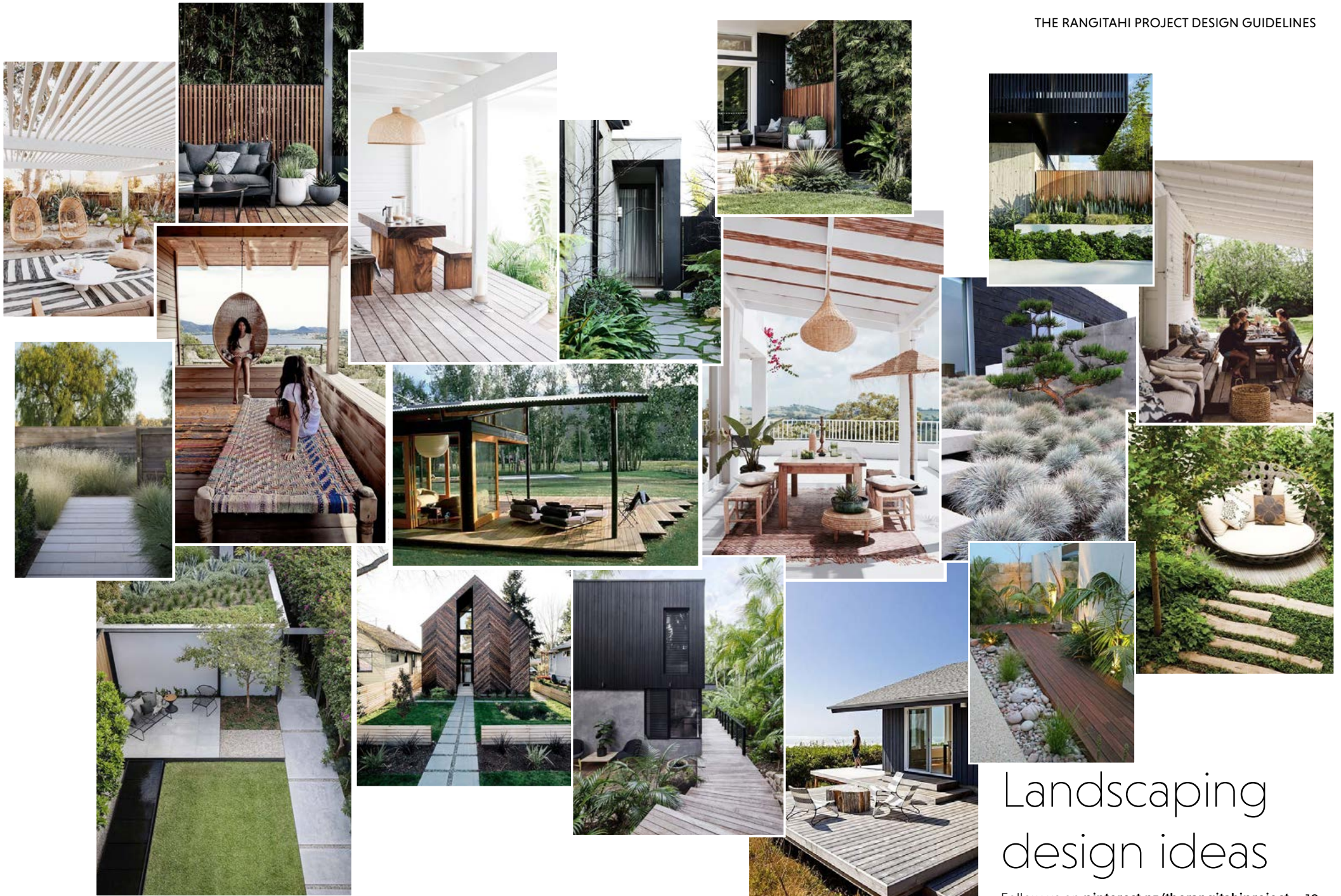
PB12 or 10ltrs - Large trees (not specimen trees) minimum 1m

PB18 or 10 liters - Fruit trees - minimum 1m

PB40 or 25ltrs - Specimen trees (approx 1.5m) - this is the minimum size for specimen trees in the front yard planting design, but it does vary a little depending on what tree you choose. Talk to local nurseries to find out what's readily available at this size.

PB 95 or 45ltrs - Large specimen trees (approx 2m)

PB 150 or 60ltrs - Large specimen trees



Landscaping design ideas

Design Review Panel

INTRODUCTION

The Rangitahi Design Guidelines control the architectural and development quality, including landscape design, for all lots. The advice and ideas that you receive as a result of the design review process are really valuable in developing each lot design holistically.

The design review process is the process by which the designs for each lot shall be received, reviewed, and approved. The Design Review Panel (DRP) can approve or not approve any aspects of the proposal at their discretion. The DRP will receive designs in three stages:

Stage 1 – Concept Design (prior to Building Consent Application)

Stage 2 – Developed Design (prior to Building Consent Application)

Stage 3 – Developed Compliance (following completion)

It is expected that all owners will engage the services of competent design professionals (i.e. architects or architectural designers and landscape architects or professional garden designers) to design their homes and gardens. You may only apply for and proceed with any building consent application with the Waikato District Council after written Developed Design Approval is obtained from the DRP.

Submissions are to be sent to designreview@rangitahi.co.nz. Files are to be sent as one PDF document. The application form and submission checklist must be completed and included within the submission document.

Each stage requires written approval from the DRP. The DRP will provide an advice note giving approval or identifying any issues that need to be addressed prior to a resubmission for approval.

There is a cost involved for landowners of \$1350+GST. This cost covers a maximum of three design review submissions (one for each of the three stages outlined above). This fee must be paid before the design review process commences and each review is estimated to take 10 working days once a submission is filed.

Where further review(s) or input is required to gain approval for each stage of the process, you may incur additional charges in order to cover the DRP's costs.

Any changes to architecture or landscaping after approval is received must be resubmitted and approved before construction begins. If a change is made during construction, this must be submitted and approved by the DRP before construction continues. Additional costs for this approval from the DRP will be payable by the owner.

The construction of a dwelling (including landscaping) that does not fully comply with the Design Review Approval will need to be rectified at the Owner's expense.

The Design Review Panel will identify if any of the following types of issues exist –

FUNDAMENTAL – The application has design issues fundamental to its approval. Approval is not given and the issues need to be addressed and the applicant re-apply for approval of the design at the same design stage.

SIGNIFICANT – The Design Review Panel believes the design has significant issues and these need to be addressed at the next stage of the Design Review Panel process.

OTHER ISSUES – The Design Review Panel provides comment on ways the design can be improved. The design is approved but the applicant is encouraged to take the panel's comments on board.

DRAWING AND INFORMATION REQUIREMENTS

All plans and drawings provided for each stage should be legible and to scale, with a north arrow, and the following lot information:

- Lot / DP number;
- Street name;
- Applicant name and contact details including, postal address, phone number and email address.

Application form

Please include this application form and the submission checklist with your plans and send to designreview@rangitahi.co.nz. Incomplete submissions or submission which do not meet the requirements on page 22 will be returned.

Please circle one: -Concept Design -Developed Design -Design Compliance

Full names of Landowners: type here

Lot Number: type here

Street Address: type here

Email contact: type here

Architect or Designer: type here

Landscape Designer: type here

Builder: type here

Who is managing the design review process?

Contact details: type here

Submission checklist

All drawings provided are to be A3 CAD plans, at an approved scale. The Design Review Panel is particularly interested in how the front elevation and street frontage works. Including the front facade, front door, entrance pathway, garage door, driveway and car parking. The design should accurately establish the finished floor levels of the house and garage slabs and resolve any level changes that front the street.

STAGE ONE CONCEPT DESIGN		STAGE TWO DEVELOPED DESIGN		STAGE THREE DESIGN COMPLIANCE	
LOCATION PLAN Showing your lot in relation to the precinct it is located in		LOCATION PLAN Showing your lot in relation to the precinct it is located in		LOCATION PLAN Showing your lot in relation to the precinct it is located in	
PRELIMINARY SITE PLAN With setbacks, contours, house and garage footprints, entrance path and driveway, living court and service area.		SITE PLAN With setbacks, contours, house and garage footprints, entrance path and driveway, living court and service area.		COMPLETED PHOTOGRAPHS OF EACH ELEVATION Jpeg full colour photographs of the completed Property. Including: <ul style="list-style-type: none"> • Front Facade from the street frontage - showing the house driveway, pathways, landscaping, and letterbox • Side Aspects - showing the house, fencing, landscaping, and any retaining structures • Rear of dwelling - showing the house, fencing, landscaping, and any retaining structures 	
PRELIMINARY FLOOR PLANS		FLOOR PLANS			
PRELIMINARY ELEVATIONS		ELEVATIONS Materials and finishes to be labeled on all elevations		LIST OF ANY NON-COMPLIANCE It is the owners responsibility to advise of any non-compliance issues and provide a short explanation for why. Noting that it is the correct procedure to seek prior approval for any changes.	
PRELIMINARY LANDSCAPE PLAN A professional site plan, a plant palette indicating the style of garden, images representing materials and/or built structures. Please include fence design, decking, retaining heights, hard surface materials, plant types & sizes.		3D RENDERED IMAGES A3 full colour, high quality renders, based on a 3D computer generated model of the house and front yard landscape design including fencing.			
PRELIMINARY MATERIALS, COLOURS AND FINISHES SCHEDULE		LANDSCAPE PLAN A comprehensive landscaping plan including plant types and sizes, decking, Fence design and heights, retaining wall heights and hard surface materials.			
LIST OF ALL NON-COMPLIANCES It is the designer's responsibility to provide a list of all non-compliance issues with the Rules and Design Guidelines.		MATERIALS, COLOURS AND FINISHES SCHEDULE Materials, colours and finishes of all exterior finishes shall be nominated.			
		LIST OF ALL NON - COMPLIANCES It is the designer's responsibility to provide a list of all non-compliance issues with the Rules and Design Guidelines.			