



NORTH LAKE  
wanaka

DESIGN CONTROL GUIDELINES  
DESIGN YOUR OWN HOME LOTS





## NORTHLAKE PHILOSOPHY

The stunning landscape of Northlake is deserving of protection, as is your investment in your Northlake property. Therefore, you need confidence that your neighbours in Northlake share the vision of a high-quality residential development, while also protecting Northlake's natural environment and views.

Please note that Design Control Approval on the basis set out in these Guidelines is required prior to commencement of any work for building construction, landscaping and fencing, as well as future external additions or renovations (including colour change) on any Design Your Own Home Lot.

Design Control Approval is required prior to obtaining Queenstown Lakes District Council ("QLDC") consent so please take a few minutes to read these Guidelines and ensure that your architect/home designer, landscape designer and builder are also familiar with them.

A key objective of these Guidelines is to ensure a high-quality built environment and to limit development to an appropriate and coordinated palette of materials in keeping with the Northlake setting.

In these Guidelines, "buildings" means any dwelling (including carports and garages), structure or accessory unit erected on a Design Your Own Home Lot.

These Design Controls shall be administered by Northlake Investments Limited ("NIL") or such person appointed by NIL.

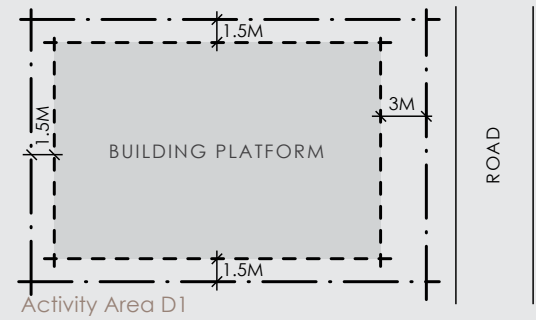
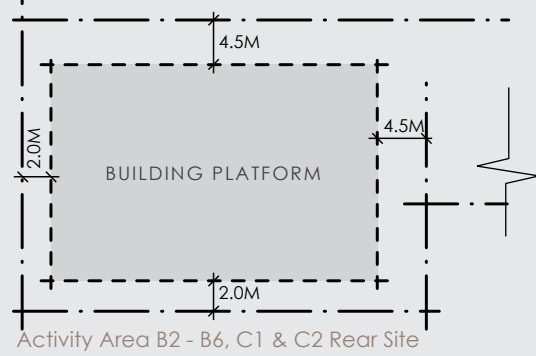
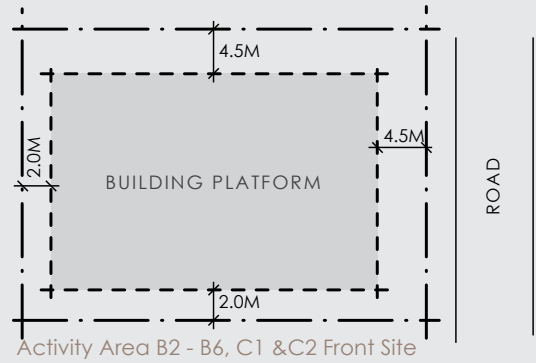
Please note, the Design Controls that apply to your lot at Northlake depend on the Activity Area in which your lot is located. Please take a minute to familiarise yourself with the Activity Area in which your lot is located (See Appendix).



# BUILDING CONSTRUCTION CONTROLS

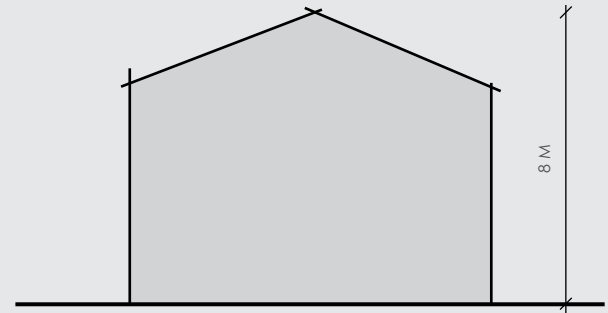
## BUILDING SETBACKS

- Buildings on Lots located within Activity Area B2 - B6, C1 and C2 are not to be located within the following setback areas.
  - Road and access lot boundaries - 4.5 metres.
  - Internal boundaries – one setback of 4.5 metres and all remaining setbacks to be 2 metres.
  - Rear sites which do not front a road are to have two setbacks of 4.5 metres and all remaining setbacks of 2.0 metres.
- Buildings on Lots located within Activity Area D1 are not to be located within the following setback areas.
  - Road and access lot boundaries – 3.0 metres.
  - Internal boundaries - 1.5 metres.
- Garages and carports in all Activity Areas must be setback at least level with the front façade (i.e. the façade facing the road and access lot boundary) of the building.
- Nominated duplex sites where dwellings are anticipated as sharing a common wall are exempt from the internal boundary setback requirements.

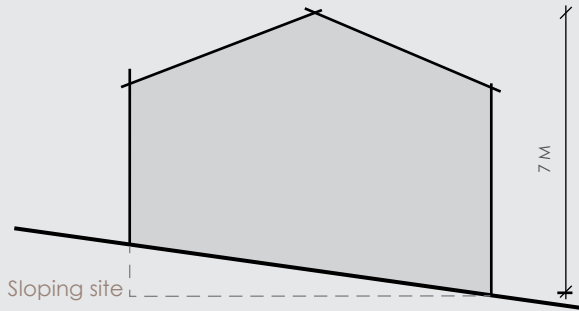


## BUILDING HEIGHT

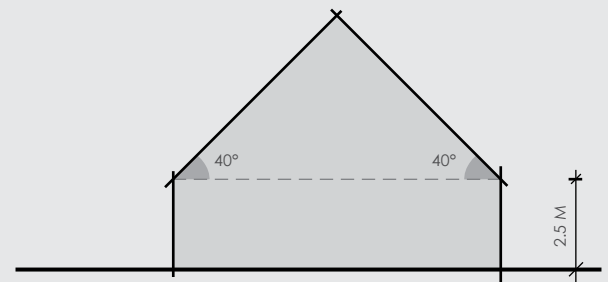
- Building height is limited to:
- Flat sites
  - 8.0 metres in Activity Area B2 - B6, C2 and D1 (as measured from the lowest floor level to the highest roof point directly above that level).
- Sloping sites (Greater than 6 Degrees)
  - 7.0 metres in Activity Area B2 - B6, and D1 (as measured from the lowest floor level to the highest roof point directly above that level).
- In activity area C1 buildings are limited to single storey and a maximum height of 5.5m
- In addition, in Activity Area B2 - B6 C1 and C2, no part of any building shall protrude through a recession line inclined toward the site at an angle of 40 degrees and commencing at 2.5 metres above ground level at any given point on the site boundary.
- The recession line shall not apply to Activity Area D1.



Flat site



Sloping site



Recession Line - Activity Areas B2 - B6 & C2 C1 only

## CONTINUOUS BUILDING LENGTH

- Where the aggregate length along one elevation of the building (as measured parallel to any boundary or boundaries) exceeds 16 metres, either:
  - The entire building is to be setback an additional 0.5 metres for every 6 metres of additional length, or part thereof, from the minimum setback detailed above (Building Setbacks); or
  - The part of the building that exceeds the maximum building length is to be set back an additional 0.5 metres for every 6 metres of additional length, or part thereof, from the minimum setback detailed above (Building Setbacks).



## BUILDING COVERAGE

- The maximum building coverage for all activities on any site shall be:
  - Activity Area B2 - B6, C1 and C2 is to be 40% of the Lot area.
  - Activity Area D1 is to be 65% of the Lot area.

## CAR PARKING

- Car parking is to be provided on the Design Your Own Home Lot for at least two cars (one park must be provided for in a garage / carport).
- Carparking and driveways should occupy no more than 40% of the street frontage.

## ONLY ONE DWELLING ON A SITE

- Only one dwelling is permitted for each Design Your Own Home Lot, being a single unit dwelling. The dwellings floor area shall be no less than 70m<sup>2</sup> for those located in the D1 activity area, or 120m<sup>2</sup> for all other activity areas (area is inclusive of carport or garage but excluding verandas and patios).
- The exception to this requirement is where duplex lots, capable of containing two dwellings and of being further subdivided are identified by the developer. In this case, two dwellings sharing a common wall may be erected on the lot. The lot may then be further subdivided. The lot may not be subdivided prior to the dwellings being complete. The design controls as noted in this document shall otherwise generally apply.

## ROOF

- Primary roofs are to be simple gables with no hips or valleys. The primary roof pitch must be between 20° and 40°. Flat roofs (with a roof pitch of less than 4°) when required, are to be linking structures only, adjacent to the primary roof or garage/carport roofs.
- All metal chimney flues and other roof penetrations should be enclosed or painted to make them less visually obtrusive. Colour and reflectivity is to be as set

out in these Guidelines (General Building Controls).

- Mono-pitch roof forms will be assessed on a case by case basis. Acceptance is at the discretion of NIL. The architectural designs must be of a higher than average standard and demonstrate how it is appropriate to the land form and or visual impact on the wider area.
- All roof cladding shall be in the following only:
  - Metal Roofing (limited to tray, 5 rib, solar rib, Hi 5& corrugate)
  - Cedar Shingles
  - Slate
- All roofing details (spouting, downpipes and flashings) are to match the roof or wall colour but in any event are subject to the colour and reflectivity controls specified in these guidelines (General Building Controls).

## CLADDINGS

- All dominant exterior wall cladding shall be in the following only:
  - Horizontal or vertical weatherboards (limited to cedar, other natural timber or linea)
  - Board and batten
  - Schist
  - Plaster (if used in conjunction with feature claddings)
  - Vertical metal tray profile wall cladding to match the roof cladding
- The following exterior wall claddings are permitted as architectural features only:
  - Titan / Axon
  - Bagged brick
  - Stack bond masonry block
  - Corten steel
  - Precast or Insitu concrete



Simple gabled roof

## GENERAL BUILDING CONTROLS

- Front doors should be visible from the street
- Building orientation should be to maximise solar gain with habitable rooms on northern aspect and garages on the southern where practicable.
- Buildings should generally be oriented toward the street and public spaces, with habitable rooms overlooking these areas where practicable.
- The design of all buildings shall be in line with the vision for Northlake of a high quality residential development.
- All buildings and fences must be constructed and finished as per best practices.
- All exterior wall and roof claddings, window and door joinery, and other external architectural features shall be dark recessive colours in the range of brown, grey and black only and shall have a maximum reflectivity of 36% (save that sheet metal roofing and chimney colours shall have a maximum reflectivity of 25%)



Horizontal cedar weatherboard



Stack bond masonry block



Corten Steel and Vertical Cedar



Tray cladding



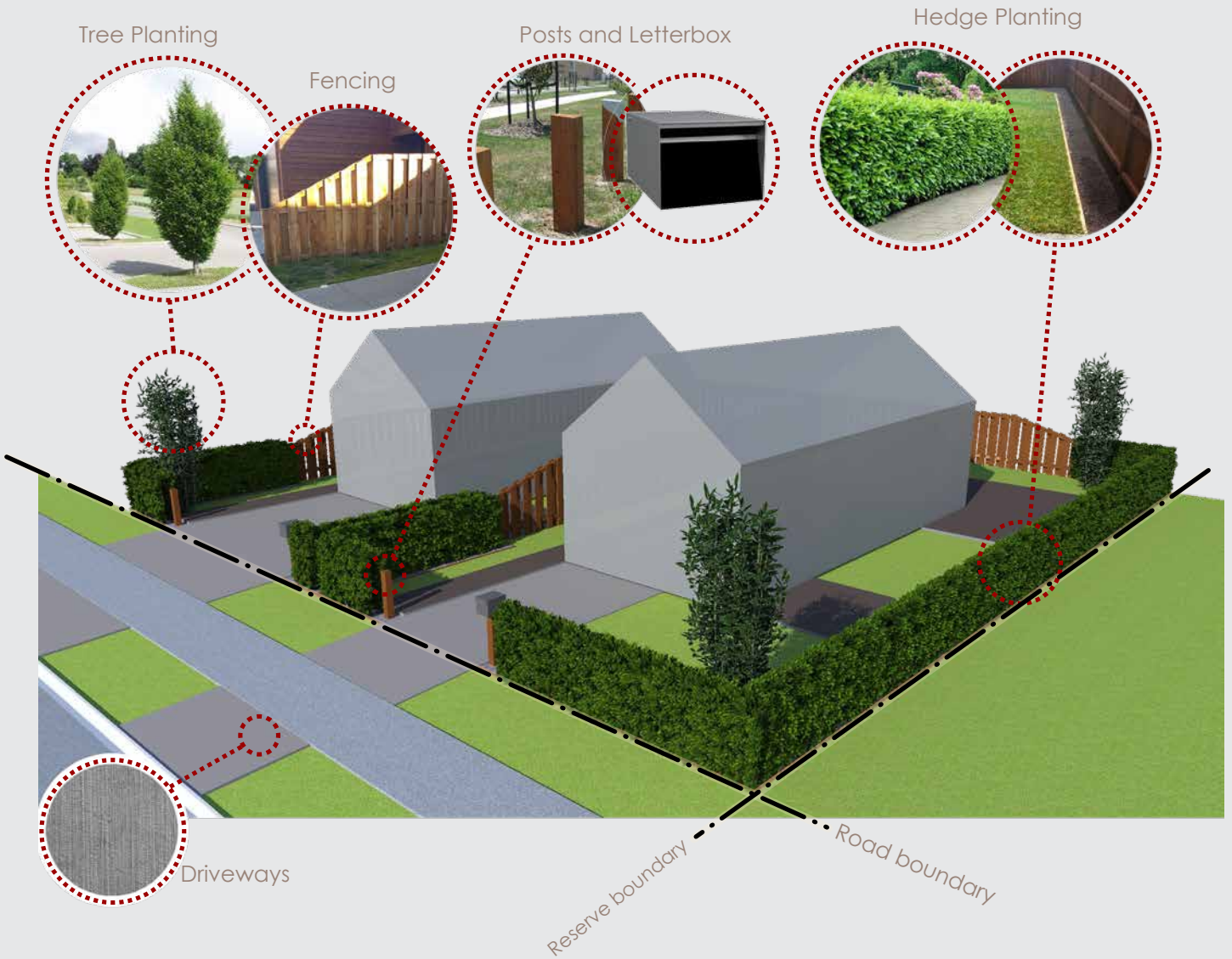
5 Rib roof, titan board, vertical cedar and board & batten

<https://winton.nz/our-projects/northlake>

# LANDSCAPE CONTROLS

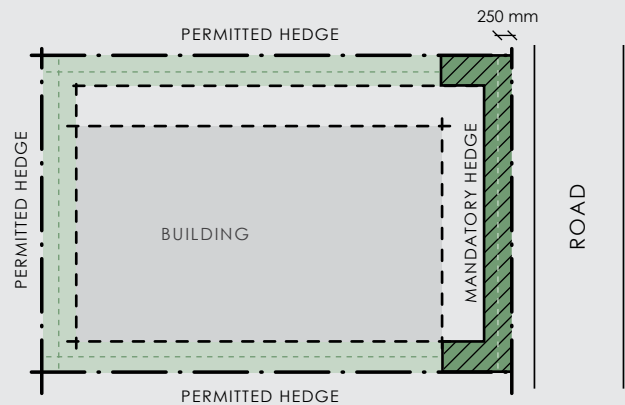
The Landscaping to your Lot frontage will help preserve the neighborhood amenity of the high-quality Northlake development. The objectives of the below controls are to create a green landscaped frontage to each Lot and protect the quality of views, streetscapes and reserves.

All design review applications must include a landscaping plan which adheres to the landscaping controls set out in these guidelines. All landscaping must be constructed strictly in accordance with the approved plan(s).



## BOUNDARY HEDGE PLANTING- Activity Areas D1 & B2-B6

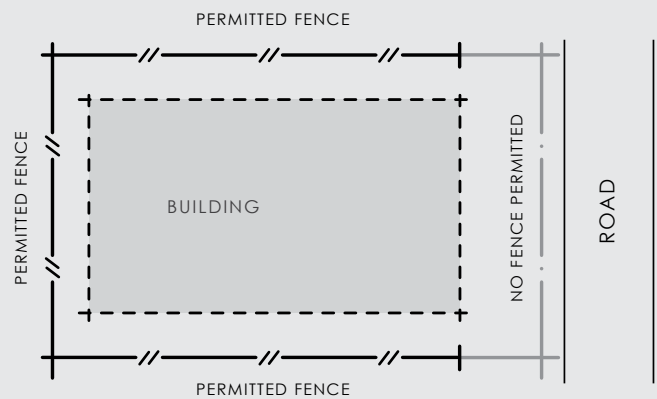
- All common boundaries with a road, access Lot, reserve, or residential Lot where paling fence is not permitted must be planted with a hedge. On all other boundaries hedges and / or mass planting as a boundary treatment is encouraged in place of solid fencing.
- Hedge plants are to be a minimum of 1000mm high at the time of planting and a maximum of 600mm apart (stem to stem).
- Hedging is to be clipped and maintained to a height of 1200 – 1800mm and max width of 1000mm.
- Lots within Activity Area C1 do not require Boundary hedge planting See.
- Lot boundaries to the E1 Activity Area must be planted with a hedge or native planting maintained between 1500 -2200mm high.
- Hedge species are to be *Griselinia littoralis* or *Prunus lutanica*.



Boundary Hedge Planting

## BOUNDARY PLANTING - Activity Area C1

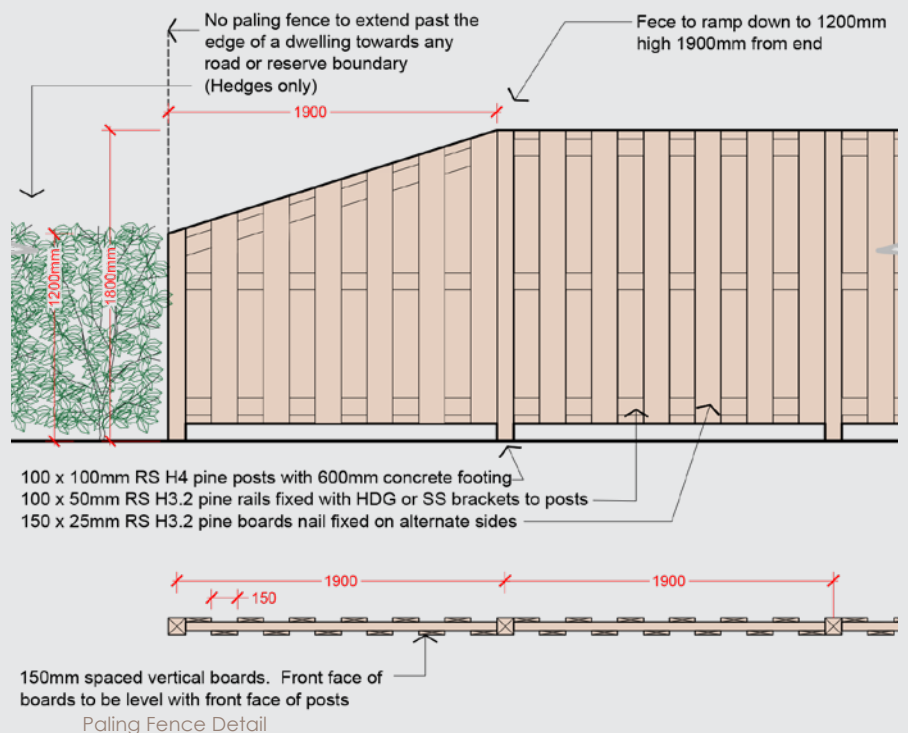
- Where any residential site boundary adjoins the Building Restriction Area E1 shown in the QLDC Northlake Special Zone Rules, planting within a four metre setback from that boundary shall achieve 100% coverage using kanuka, red tussock, coprosma, pittosporum and hebe species, with a minimum of two of these species.
- Where a batter gradient greater than 1:5 slopes towards a road, reserve or access Lot the batter must be planted to achieve 100% coverage in native plant species. Planting of non native plant species will be assessed on a case by case basis. As a minimum planting shall extend back to be in line with the front facade of the building.
- Boundaries between residential Lots are encouraged to be delineated by planting rather than solid fencing.



Permitted Fencing

## FENCING

- Paling fencing to a finished height of 1800mm above existing ground level (at time of title) may be erected on each common boundary to a residential Lot. The fence is not to extend past the façade of the dwelling towards any road, access Lot or reserve. Fencing is to be as per the detail below. Additional paling to fill the gaps either side is permitted.
- No paling fencing is permitted on any road, access Lot, reserve boundary or boundary to the E1 area as shown on the Northlake Special Zone Structure Plan.
- Post and wire fencing to 1m high is permitted where paling fencing is not. This fencing must be constructed on the dwelling side of a boundary hedge.
- Fencing shall be of a high level of workmanship, straight between points, and free of obvious humps and hollows. Fences are to be natural timber, or stained black or dark brown.
- Lots within Activity Area C1 do not require a boundary fence





## TREE PLANTING

- All Lot owners are to plant at least one tree within 2m of each road or reserve boundary. This is to be selected from the following species: Oak, Elm, Birch, Maple, Plane, Beech, Walnut, Ash, Cherry, prunus, Magnolia, Camellia or Alder.
- Trees are to be >2.5m in height at the time of planting.
- No trees over 4m are allowed within 2m of a neighboring residential lot.

## MACROCARPA POSTS AND LETTERBOX

- Two Macrocarpa posts are to be added to each side of your driveway in line with the boundary, one of which is to hold the letterbox.
- Posts are to be 200mm square and 1m in height from driveway level.
- Posts are to be < 250mm from the driveway edge.
- The letterbox is to have a maximum dimension of 400Wx400Dx400H
- The letterbox is to be black, natural timber or steel in finish and must be built for purpose.

## DRIVEWAY

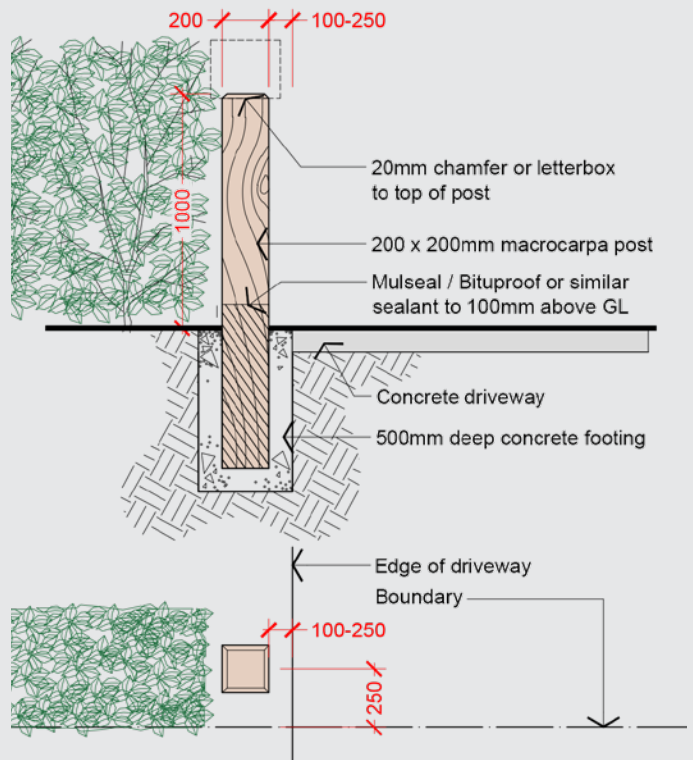
- Owners are responsible for constructing their own driveway to connect with the relevant road / access lot.
- All driveways shall have a brushed or exposed aggregate concrete finish, no tints are permitted.
- Driveways shall be evenly flowing between points and have no obvious humps or hollows.
- No driveway shall have a width greater than 6m or less than 3m where it meets the carriageway of the road or access Lot.

## GENERAL LANDSCAPE CONTROLS

- Garden sheds or other structures over 1.2m in height are only permitted with prior written approval NIL or their successor.
- Pergolas, shade structures, carports and outdoor fires are to have an LRV of less than 36% or be constructed of natural timber, steel or stone. Transparent plastics are not permitted.
- Rubbish bins, washing lines, heat pump compressors and other utilities shall be screened with planting or a timber screen from roads, access Lots and reserves.
- All landscape lighting shall be downlighting with a hidden light source.
- No gates or obstructions across driveways are permitted.
- Retaining walls shall be square post and lagging stained black or neatly stacked local schist
- The stone retaining walls, post and rail fencing and hedges planted on lots 490, 535, 524, 523, 515 and 516 shall be maintained by the lot owner in perpetuity. Any plant that dies shall be replaced by another of the same size and species.



Griselinia Littoralis Hedge



Macrocarpa Post Detail



Typical Northlake Shade Structure and Fireplace

## MAINTENANCE AND RULES

- Paint, stain and other finishes on buildings and fences shall be maintained and reapplied as weathering affects color strength over time.
- If any tree planting or boundary hedge planting required in these guidelines is to become sick or to die, it is to be replaced within one month. Replacements to make good defects shall be true to the heights and species specified.
- Boundary Hedges are to be neatly clipped and maintained to the height and width specified.
- No car, boat or motorbike or other vehicle shall be parked overhanging a footpath these shall be contained entirely within residential Lots or 'on street' parking spaces.
- Before, during and after construction, no vehicle shall be parked or driven on a grassed area such as road verges. This includes any vehicles associated with your builder or any subcontractors.
- Laydown areas for building materials and other associated materials are to be located within your private Lot.
- Lots are to remain free of litter. This includes, but is not limited to, items such as plastic bags, rubble, dead vegetation material, rubbish which has migrated to the Lot in the wind, or larger items requiring removal by machine.
- Grass and weeds on vacant Lots shall not be allowed to exceed 100mm in height. Following construction, no weeds over 100mm in height within any residential Lot shall be visible from any road access Lot or reserve.
- In accordance with clause 8.3 of the Restrictive Covenant attached to every title, NIL may seek to recover any costs directly or indirectly attributable to breaches of the design controls. You may also be liable for any legal costs incurred by Northlake in further enforcement action should breaches continue.

## APPROVAL PROCESS

- Owners or their agent shall submit the Approved Building Plan Submission Form (located at the end of this document) and all relevant information required to NIL
- NIL will consider the submission and respond in writing within 20 working days of receipt of a fully complete submission, either providing the Owner/Agent with Design Control Approval or suggesting amendments to the submission.
- If the response is a Design Control Approval, the



Downlighting



Outdoor area



Owner/Agent can apply for the necessary QLDC consents.

- Alternatively, if NIL does not provide a Design Control Approval, then the Owner/Agent may work with NIL to amend the submission so that a Design Control Approval can be issued.
- The Owner (or agent) may only apply for and proceed with any building consent from QLDC after written Design Control Approval is obtained from NIL.
- Owners shall not undertake any construction on any Lot unless NIL has issued a Design Control Approval for that Lot and such construction must comply with the Design Control Approval issued by NIL.

**Note: The construction of a dwelling or landscaping that does not fully comply with the Approved Building Plans will need to be rectified at the Owner(s) expense.**

## DESIGN APPROVAL FEE

- The fee for submitting an Approved Building Plan Submission Form to NIL shall be \$575 Inc GST.
- This fee covers the issue of a single Approval.
- Where further submission(s) of plans are requested, then NIL reserves the right to charge further fees in order to cover its costs.

## • CONSTRUCTION BOND

- A refundable construction bond of \$2500 (No GST) is required to be paid before design approval can be issued by NIL.
- The bond will be held by NIL and will become repayable when:
  - All building and landscaping works are fully complete as per the approved plans.
  - Any damage to surrounding areas (public or private) that have occurred through building activities have been fully repaired or reinstated to the satisfaction of NIL. *This includes the repair of any grass verge that adjoins your Lot.*
- The Owner shall contact NIL when they have obtained the necessary QLDC Code of Compliance Certificates for the Northlake Home. The Owner shall then allow NIL reasonable access to inspect the building and landscaping works against the approved plans.
- If the Owner has not complied with the Design Control Approval and/or there has been damage caused to surrounding areas, public or private, NIL may utilise the bond in remedying such non-compliance or damage. Any additional costs may also be recovered from the Owner.

## TIMING OF CONSTRUCTION

- Once construction has commenced, the exterior of all buildings must be completed within 12 months of the date of commencement.
- Landscaping and fencing must be completed within three months of the date of completion of the exterior of the dwelling.
- No Non-approved buildings or structures are

permitted on any Lot outside of the permitted construction period.

## GENERAL INFORMATION

### NIL AND ITS APPOINTED PROFESSIONALS

- When Northlake Investments Limited or its assignees no longer own any Lots within Northlake, then NIL shall use reasonable endeavors to assign responsibility of the Guidelines to a resident's association or similar (if one exists) or to a committee of Owners on a basis to be agreed. In any event, NIL's responsibility shall cease on the date 15 years after the first title in Northlake was issued.

### WAIVER

- NIL may, if it sees fit and whilst having regard to the unique circumstances of each Northlake Lot:
  - Alter or waive any of the processes set out in these Guidelines; and/or
  - Waive or vary any of these Guidelines (provided it is satisfied that the result is consistent with the overall vision for its development at Northlake in its sole discretion).
- NIL shall not be liable to any Owner or any other person for any loss, damage, claim or expenses (including where such loss, damage, claim or expense arises from the approval or non-approval of an application under these Guidelines, any failure to meet the timeframes stated in these Guidelines or performing any function under or in relation to these Guidelines).
- NIL shall be entitled to amend or add to these Guidelines from time to time without notice.
- Fees may be amended by NIL at any time without notice, but in any event shall represent the reasonable cost to NIL in connection with the Design Control Approval process.

### CONTACT DETAILS

#### **Northlake Design Controls**

**Email: [design@northlake.co.nz](mailto:design@northlake.co.nz)**

**Postal: PO Box 818, Wanaka**

# APPENDIX

## LOT NUMBERS AND ACTIVITY AREAS

\*Denotes Duplex Lot

Lot	Activity Area
1	B6
2	B6
3	B6
4	B6
5	B6
6	B6
7	B6
8	B6
9	B6
10	B6
11	B6
12	B6
13	B6
14	B6
15	B6
16	B6
17	B6
18	B6
19	B6
20	B6
21	B6
22	B6
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26	B6
27	B6
28	B6
29	B6
30	B6
31	B6
32	B6
33	B6
34	B6
35	B6
36	B6
37	B6
38	B6
39	B6
40	B6
41	B6
42	B6
43	B6
44	B6
45	B6

Lot	Activity Area
46	B6
47	B6
48	B6
49	B6
50	B6
51	B6
52	B6
53	B6
54	B6
55	B6
56	B6
57	B6
58	B6
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81	B6
82	B6
83	B6
84	B6
85	B6
86	B6
87	B6
88	B6
89	B6
90	B6

Lot	Activity Area
91	B6
92	B6
93	B6
94	B6
95	B6
96	B6
97	B6
98	B6
99	B6
100	B6
101	B6
102	B6
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130	B4
131	B4
132	B4
133	B4
134	B4
135	B4

Lot	Activity Area
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137	B4
138	B4
139	B4
140	B4
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142	B4
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145	B4
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197	B4
198	B4
199	B4
200	B4
201*	B4
202	B4
203	B4
204	B4
205	B4
206*	B4
207*	B4
208	B4
209	B4
210	B4
211*	B4
212*	B4
213*	B4
214	B4
215	B4
216*	B4
217	B4
218	B4
219	B4
220	B4
221	B4
222	B4
223	B4
224	B4
225	B4
226*	B4
227*	B4
228*	B4
229	B4
230*	B4

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## LOT NUMBERS AND ACTIVITY AREAS

\*Denotes Duplex Lot

Lot	Activity Area
231*	B4
232*	B4
233*	B4
234*	B4
235*	B4
236*	B4
237	B4
238	B4
239	B4
240	B4
241	B4
242	B4
243	B4
244*	B4
264	B4
265	B4
266	B4
267	B4
268	B4
269*	B4
270*	B4
311*	B3
312*	B3
313*	B3
314	B3
315	B3
316	B3
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320	B3
321	B3
322	B3
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327	B3
328	B3
329	B3
330	B3
331	B3
332	B3
333	B3
334	B3

Lot	Activity Area
335	B3
336	B3
337	B3
338	B3
339	B3
340	B3
341	B3
342	B3
343	B3
344	B3
345	B3
346	B3
347	B3
348	B3
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361	B3
362	B3
363	B3
364	B3
365	B3
366	B3
367	B3
368	B3
369*	B3
370	B3
371	B3
372	B3
373	B3
374*	B3
375	B3
376	B3
377	B3
378	B3
379*	B3

Lot	Activity Area
380	B3
381	B3
382	B3
383	B3
384	B3
385	B3
386	B2
387	B2
388	B2
389	B2
390	B2
391	B2
392	B2
393	B2
403	B3
405	B3
406	B3
407	B3
408	B3
409	B3
410	C1
411	C1
412	C1
413	B3
414	B3
415	B3
416	B3
417	B3
418	B3
419	B3
420	B3
421	B3
422*	B3
423	B3
424	B3
425	B3
426	B3
427	B3
428*	B3
429	B3
430	B3
431	B3
432	B3
433	B3
434	B3

Lot	Activity Area
435	B3
436	B3
437*	B3
438	B3
439	B3
440	B3
441	B2
442	B2
443	B3
444	B3
445	B3
446	B3
447	B3
448	B3
449	B3
450	B2
451	B2
452	B2
453	C1
454	C1
455	C1
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457	B2
458	B2
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460	B2
461	B2
462*	B2
463	B2
464	C1
465	C1
466	C1
467	C1
468	C1
469	C1
470	C1
471	C1
472	C1
473	C1
474	C1
475	C1
476	C1
477	C1
478	C1
479	C1

## APPENDIX

### LOT NUMBERS AND ACTIVITY AREAS

\*Denotes Duplex Lot

Lot	Activity Area
480	B2
481	B2
482	B2
483	B2
484	B2
485*	B2
486	C1
487	C1
488	C1
489	C1
490	C1
491	C1
492	C1
493	C1
494	C1
495	C1
496	C1
497	C1
498	C1
499	C1
500	C1
501	C1
502	C1
503	C1
504	C1
505	C1
506	C1
507	C1
508	C1
509	C1
510	C1
511	C1
512	C1
513	C1
514	C1
515	C1
516	C1
517	C1
518	C1
519	C1
520	C1
521	C1
522	C1

Lot	Activity Area
523	C1
524	C1
525	C1
526	C1
527	C1
528	C1
529	C1
530	C1
531	C1
532	C1
533	C1
534	C1
535	C1

Lot	Activity Area
5000	D1
5001	D1
5002	D1
5003	D1
5004	D1
5005	D1
5006	D1
5007	D1
5008	D1
5009	D1
5010	D1
5011	D1
5012	D1
5013	D1
5014	D1
5015	D1
5016	D1
5017	D1
5018	D1
5019	D1
5020	D1
5021	D1
5022	D1
5023	D1
5024	D1
5025	D1
5026	D1
5027	D1
5028	D1
5029	D1
5030	D1
5031	D1
5032	D1
5033	D1
5034	D1
5035	D1
5036	D1
5037	D1
5038	D1
5039	D1
5040	D1
5041	D1
5042	D1
5043	D1
5044	D1
5045	D1

Lot	Activity Area
5046	D1
5047	D1
5048	D1
5049	D1
5050	D1
5051	D1
5052	D1
5053	D1
5054	D1
5055	D1
5056	D1
5057	D1
5058	D1
5059	D1
5060	D1
5061	D1
5062	D1
5063	D1
5064	D1
5065	D1
5066	D1
5067	D1
5068	D1
5069	D1
5070	D1
5071	D1
5072	D1
5073	D1
5074	D1
5075	D1
5076	D1
5077	D1
5078	D1
5079	D1
5080	D1
5081	D1
5082	D1
5083	D1
5084	D1
5085	D1
5086	D1
5087	D1
5088	D1
5089	D1
5090	D1
5091	D1

Lot	Activity Area
5092	D1
5093	D1
5094	D1
5095	D1
5096	D1
5097	D1
5098	D1
5099	D1
5100	D1
5101	D1
5102	D1
5103	D1
5104	D1
5105	D1
5106	D1
5107	D1
5108	D1
5109	D1
5110	D1
5111	D1
5112	D1
5113	D1
5114	D1
5115	D1
5116	D1
5117	D1
5118	D1
5119	D1
5120	D1
5121	D1
5122	D1
5123	D1
5124	D1
5125	D1
5126	D1
5127	D1
5128	D1
5129	D1
5130	D1
5131	D1
5132	D1
5133	D1
5134	D1
5135	D1
5136	D1
5137	D1

Lot	Activity Area
5138	D1
5139	D1
5140	D1
5141	D1
5142	D1
5143	D1
5144	D1
5145	D1
5146	D1
5147	D1
5148	D1
5149	D1
5150	D1
5151	D1
5152	D1
5153	D1
5154	D1
5155	D1
5156	D1
5157	D1
5158	D1
5159	D1
5160	D1
5161	D1
5162	D1
5163	D1
5164	D1
5165	D1
5166	D1
5167	D1
5168	D1
5169	D1
5170	D1
5171	D1
5172	D1
5173	D1
5174	D1
5175	D1

# APPENDIX

## LOT NUMBERS AND ACTIVITY AREAS

(For historic lots in stages 1-9 only)

Lot	Activity Area
1	B4
2	B4
3	B4
4	B4
12	B4
13	B4
14	D1
20	D1
913	D1
36	D1
41	D1
51	D1
59	C2
60	C2
61	C2
62	C2
63	C2
64	C2
65	C2
66	C2
67	C2
68	B4
69	B4
70	B4
71	B4
72	B4
73	B4
74	B4
75	B4
80	B4
81	B4
82	B4
83	B4
84	B4
89	B4
90	B4
91	B4
92	B4
93	B4
101	B4
102	B4
103	B4
104	B4
105	B4
106	B4

Lot	Activity Area
107	B4
108	B4
109	B4
110	B4
111	B4
112	B4
113	B4
114	B4
115	B4
116	B4
117	B4
118	B4
119	B4
120	B4
121	B4
122	B4
123	B4
124	B4
125	B4



## DESIGN YOUR OWN HOME LOTS

### BUILDING PLAN SUBMISSION

#### OWNERS DETAILS

NAME OF OWNER:	
ADDRESS:	
PHONE (DAY):	MOBILE:
EMAIL:	

#### PROJECT LOCATION

STREET ADDRESS:	
LOT NUMBER:	CT NUMBER:

#### AGENTS DETAILS

NAME OF AGENT:	
COMPANY:	
ROLE (ARCHITECT/DESIGNER/BUILDER/OTHER):	
PHONE (BUSINESS):	MOBILE:
EMAIL:	

#### WHAT TO INCLUDE WITH THE SUBMISSION

Final Design Submission must be accompanied by the following:

- This completed application form
- Set of Plans which includes:
  - Landscape / Site Plan (pref. 1:100 scale)
    - o Length and bearing of all boundaries, existing and proposed ground levels
    - o Location height, construction and color of all fences and timber uprights
    - o Location, species and size at the time of planting of all boundary hedges
    - o Location, species and size at the time of planting of all trees, shrubs, grasses and other vegetation
    - o Ground surface treatment, whether it be grass, gravels, concrete, decking or other. The driveway must be shown extending to the road edge
    - o Location, color and details of any accessory building, structure, shed, awning, pergola, playhouse etc
  - Building Plans (pref. 1:100 scale)
    - o Building plans, elevations showing roof slopes and building sections showing finished floor levels, finished ground levels and building heights from survey datum with existing levels and contours clearly marked
    - o Colors, roofing and cladding materials clearly identified with LRV information
    - o Any rooftop equipment including antennae, satellite dishes, chimneys and exterior lighting
  - Specifications and samples and colours of roof and exterior wall materials and of any special features
  - Any other information that you think may be necessary

## FEE & CONSTRUCTION BOND DETAILS

**Processing Fee of \$500 + GST (\$575)**

To review and process the plan set with reference to the Northlake Design Control Guidelines. This fee covers the issuance of a single Design Control Approval

**Construction Bond of \$2500 (No GST)**

To provide for remedial or reinstatement works that may be needed as a result of the owner's construction activities on site (including the builder and any subcontractor working at the site or any adjacent area). The bond is payable to Northlake Developments Limited (NDL). The bond will be held by NDL and will become repayable when:

- o the building work is fully complete as approved by NDL;
- o NDL has confirmed in writing that the owner has fully complied with the with the Design Control Approval; and
- o any damage to surrounding areas (public or private) that have occurred through building activities have been fully repaired or reinstated to the satisfaction of NDL.

In the event that the owner has not complied with the Design Control Approval and/or there has been damage caused to surrounding areas, NDL may utilise the bond in remedying such non-compliance or damage and any additional costs may also be recovered from the owner.

**Both Processing Fee & Construction Bond must be paid by bank transfer to Northlake Developments Ltd in order for the Design review to be undertaken.**

**Account Number: 02-0108-0256788-000 (Bank of New Zealand)**

## ADDITIONAL POINTS

1. It is the owner's responsibility to ensure the building design complies with the Design Control Guidelines, the covenants on the Title and the Queenstown Lakes District Council District Plan.
2. Information to be forwarded to: Northlake Developments Limited  
design@northlake.co.nz

I/we confirm that the above information is correct and I/we agree to pay the Construction Bond as detailed above and all charges incurred in processing this application.

\_\_\_\_\_  
OWNERS SIGNATURE

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
OWNERS SIGNATURE

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE