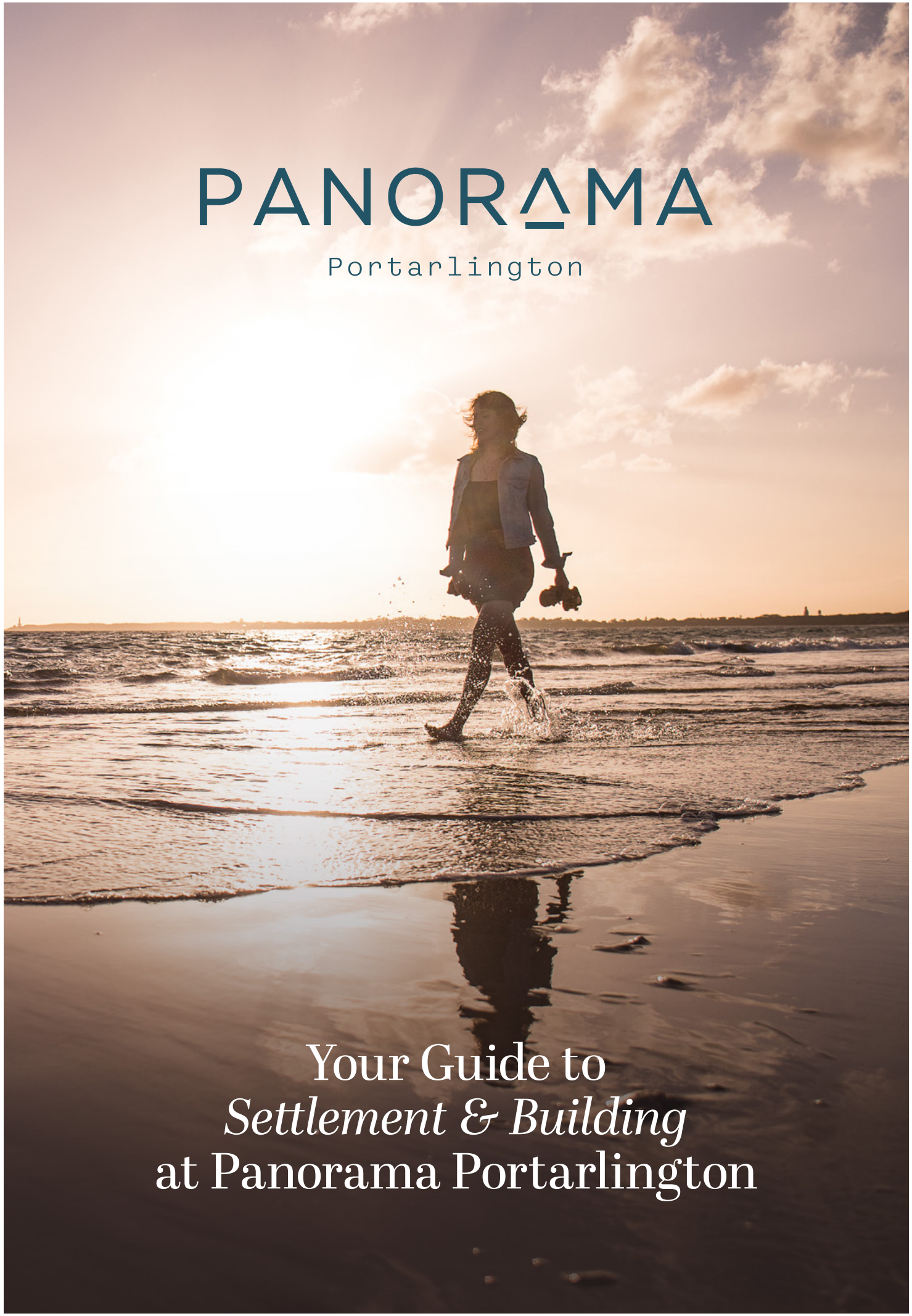


PANORAMA

Portarlington



Your Guide to
Settlement & Building
at Panorama Portarlington



Welcome to your *new* coastal community

We're delighted to embark on this exciting journey with you, as you become a part of our growing and thriving community by the sea.

This guide has been carefully curated to ensure that your journey from purchase to settlement and beyond is as seamless and enjoyable as possible.

We understand that the process of building and settling a new property can be both thrilling and challenging, which is why we've designed this resource to inform and assist you every step of the way.

In addition to using this guide, we strongly encourage you to seek independent legal advice.

The team at Panorama Portarlington are here to support you. If you have any questions, don't hesitate to contact us via email:
info@panoramaportarlington.com.au

We wish you the very best as you build your beautiful coastal home at Panorama Portarlington.

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What's happening *on site*

Before you can begin building your new home at Panorama Portarlinton, the site must first undergo an important preparation process to ensure our community and the homes within it are constructed to the highest standards.

Here's what the 7 phases of site preparation at Panorama Portarlinton entail:

Phase 1: Approvals from the relevant authorities

Before any civil construction activities can take place on site, it's essential we obtain all required approvals from Council and other referral authorities.

Phase 2: Bulk Earthworks

Earthworks involves the loosening, removing, depositing, shaping, compacting or stockpiling of existing soil and/or the importation or removal of fill. Site re-grading is carried out to adjust the slope and elevation of the soil.

Phase 3: Sewer and drainage

Each block will be provided with the reticulated sewer services. These pipes are laid in a trench and the area is usually protected by an easement. Reticulated sewerage systems (network of pipes) carry sewage from homes to modern sewage treatment plants.

Phase 4: Road infrastructure

Once the earthworks and sewer is complete, we then commence the construction of the road base, kerb, footpaths, driveways and other services prior to the placement of the asphalt.

Phase 5: Water and Gas

Gas and potable (drinking) water pipes are installed and each lot has a single connection point.

Phase 6: Electrical and Telecommunication

Located within the verge is the trench that contains electrical cabling. Once this is completed, street lights can be installed. In addition, the fibre optic cable is installed and will be used to provide high speed broadband and telecommunications services to your home.

Phase 7: Road pavements and concreting

Road construction is finalised, with gutters and footpaths installed, as well as the allocation of driveways and any walking and cycling paths in the stage.

Phase 8: Finishing works

All streetscapes and landscaping come together to enhance the community aesthetic. The nature strips are seeded or turfed and street trees are planted. Finally, street signs are installed, roads are line-marked and lots are pegged. Council then needs to ensure compliance with any agreements and conditions placed on any planning permit relating to public works and open space provision. This is carried out by a licensed land surveyor.

Settlement process *and* timeframes

Once the roads, land lots and open space have been constructed, the process of obtaining an individual title for each block of land begins.

1. Stage works are complete.



2. A Compaction Report will be obtained for lots that require fill, and a copy of the report will be provided for you to pass onto your builder. We will advise you when your builder can conduct a soil test.



3. Once all authorities (Barwon Water, Powercor and AusNet) have checked and tested all assets to ensure they are built to agreed standards, the Statement of Compliance (SOC) is achieved.



4. The final Statement of Compliance is issued once Council undertakes a final review of construction to confirm that all assets and associated works are completed and compliant. This process can take 4 – 6 weeks from the end of the construction phase.



5. Once received, the Statement of Compliance is forwarded to the Land Titles Office with other documentation, which allows individual titles to be issued for every lot within the subdivision stage.



21 – 30 days later



6. Upon registration, the surveyor will notify Panorama's legal representative that the land has been registered.



1 – 2 days later



7. Panorama's legal representative will advise your conveyancer or solicitor of the settlement date, which is generally 14 days from the plan registration date.



14 days later



8. Your legal representative attends to settlement of your land with Panorama's legal representative and your bank.

Key settlement *milestones*

These are the most important steps along your settlement journey.

Legal Representation

Appoint a legal representative, and a bank or finance institution (if you are obtaining a loan).

Finance Approval

Ensure you have received finance pre-approval 3 months prior to settlement (if applicable).

Valuation Report

If a valuation report is required by your bank or finance institution, contact the Panorama team so we can provide your valuer with access to the site.

Settlement Documentation

Your legal representative will need to finalise settlement documentation and communicate with your lender.

Settlement Notification

Once titles are registered, you will have 14 days to settle your land lot. Ensure your funds are ready prior to the booked settlement date.

Settlement

Congratulations on your settlement! You will now own your Panorama block. Your legal representative and your lender (if obtaining finance) will hold the title on your behalf.



Your legal representative's *responsibilities*

Your legal representative will provide advice and assistance with your settlement. Most importantly, they provide a legal point of contact for Panorama's legal representative and your nominated lender.

Your legal representative will be responsible for the following:

- Review your Contract of Sale.
- Advise you with your enquiries and take you through your legal obligations.
- Ensure your bank receives all the necessary title details to prepare mortgage documents.
- Give the bank cheque details to Panorama's legal representative.
- Manage communications with extension requests and settlement delays.
- Help you with the settlement transaction and documentation.
- Review your funds before settlement and advise of any shortfalls after your loan amount is completed. We recommend you have your funds ready at least 3 business days prior to the booked settlement day.
- Work with your bank to ensure all documentation is aligned for settlement.
- Book a settlement date and time with your bank and Panorama's legal representative.
- Provide the Statement of Adjustments. The Statement of Adjustments are the calculation of who owes what for rates and levies as at the day of settlement.
- Attend and process the settlement funds on your behalf.



Your *responsibilities*

Before settlement

- Ensure you are in a position to settle on time. We recommend you have your funds ready at least 3 business days prior to the booked settlement day.
- At the very least, you should contact your bank or mortgage broker to ensure the funds will be available at least 24 hours prior to the advised settlement timeframe.

After settlement

- Panorama will ensure your block remains free from rubbish prior to settlement. After settlement, any rubbish on your block will be your responsibility. You may have to pay to have it removed.
- Ensure your lot is secured. Panorama recommends you install temporary fencing to eliminate the dumping of rubbish or soil on your lot.
- Get your home design approved by the Panorama Portarlington Design Panel (PPDP) prior to commencing construction.
- Liaise with your builder to ensure construction of your home commences within 36 months of your settlement date and is completed within 54 months of your settlement date.
- Maintain your front landscaping and naturestrip to preserve the value and appeal of the community. This includes rectifying any damage that may be caused to your naturestrip during the construction of your home.
- Install and maintain boundary fencing prior to moving into your new home. Fencing layout and design is required to be submitted as part of your house plan approval with the Panorama Portarlington Design Panel (PPDP). Please refer to the [Panorama Design Guidelines](#) for more information. Panorama Portarlington is not involved with providing fencing or contributing to the cost.



How to get your *home design* approved

Every home at Panorama Portarlinton requires a building permit, as well as approval from the Panorama Portarlinton Design Panel (PPDP).

Panorama Portarlinton Design Panel

The Panorama Portarlinton Design Panel (PPDP) has been established to formally check and review your homesite's design against the [Panorama Design Guidelines](#). Approval of your home design, fencing, landscaping and other structures must be obtained from the PPDP prior to commencing construction on any homesite.

For more information about the PPDP and the home design approval process, read the [Panorama Design Guidelines](#).

Building permit application

Once your house plans are approved by the PPDP, you must obtain all other necessary planning, building and regulatory or authorities' approvals as required for construction, including a building permit from Council. A registered building surveyor may do this on your behalf.

The *process* of building your new home

Once you settle on your block, you will be in a position to start the process of building your new home.

While each builder has their own purchase and design process, there are six key steps you can expect to encounter as you commence the construction of your new home. We will expand on these steps in the following pages. Panorama Portarlinton is not involved with providing fencing or contributing to the cost.



Step 1: Initial deposit

2 - 8 weeks



Step 2: Colour selection & upgrades

2 - 4 weeks



Step 3: New home tender

2 weeks



Step 4: Contract signing

2 weeks



Step 5: Permits & approvals

2 - 4 weeks



Step 6: Commence construction & progress payments

6 - 9 months

The *process* of building your new home



Step 1: Initial deposit

Once you've chosen your builder and selected a home design, you'll be required to pay an initial deposit. This deposit will secure the base price and inclusions of your home design. Your builder will provide a written estimate and communicate any additional costs for the façade, added features or floorplan adjustments.

Your responsibilities

- Pay the initial deposit to commence the building process.
- Provide builder with a copy of your certificate/plan of subdivision and copy of your land contract including Section 32.
- Sign off on initial estimate.
- Provide documentation such as finance pre-approval.

Builder responsibilities

- Provide a written estimate and communicate any additional costs for the façade, added features or floorplan adjustments.
- Ensure and confirm the selected home design will fit your block of land.
- Conduct a site visit.



Step 2: Colour selection and upgrades

This is often the most fun and exciting part of the building process. You'll select the colours and materials for your home's internal and external features, as well as decide on upgrades or structural changes.

Your responsibilities

- Some builders require a second deposit once colour selections and upgrades have been chosen.
- Provide your builder with Panorama's Design Guidelines.

Builder responsibilities

- Book in design development / colour selection appointment so you can personalise your home.
- Ensure your home design adheres to Panorama's Design Guidelines.

The *process* of building your new home



Step 3:

New Home Tender

Most builders will provide you with a new home tender, which is a document that gives you the opportunity to check all your requests have been included before you sign the contract.

Your responsibilities

- Thoroughly read through the new home tender and sign the document once you are happy with it.
- A further payment is required at this stage to initiate preparation of your working drawings.

Builder responsibilities

- Provide new home tender including façade, interior selections, upgrades and any floorplan changes.



Step 4:

Contract signing

Once you have accepted everything outlined in the new home tender and signed your approval, you will proceed to contract signing.

Learn more about what to look out for when signing a building contract on Page 15.

Your responsibilities

- Thoroughly read through the building contract and sign it.
- Pay balance of deposit.

Builder responsibilities

- Prepare and provide a New Home Building Contract including working drawings.

The *process* of building your new home



Step 5:

Permits and approvals

Before construction can commence on your lot, your builder must obtain all the relevant and required permits and approvals. These include:

- Design approval from the Panorama Portarlington Design Panel (PPDP).
- Building permit from Council.

Your responsibilities

- Ensure your land lot is clear and ready for construction to commence.
- Provide builder with written confirmation from your finance provider that funds are ready to be released for construction progress payments.

Builder responsibilities

- Submit plans to the PPDP.
- Submit application for building permits to Council.



Step 6:

Commence construction & progress payments

Throughout the construction process, you'll be required to make progress payments to your builder at specific stages.

1. Initial deposit
2. Base stage
3. Frame stage
4. Lock up
5. Fixing stage
6. Practical completion



What to *look out for* when signing a building contract

Contracts are an essential part of the home building process. And while they're considered a standard form of paperwork for builders, they can seem quite overwhelming for purchasers.

To help you prepare for your upcoming building journey at Panorama Portarlinton, here are four important things to look out for before signing your building contract:

1. Pay attention to pricing

Be aware that the prices quoted for builds are subject to change. The best way to receive an accurate quote is to take your time and make sure the plans, specifications, materials and finishes you've decided upon are exactly what you want. Once you're satisfied with your home design, ask your preferred builder for an indicative quote. Make sure you wait until your lot gets closer to titling to ask your builder to provide an updated detailed quote.

2. Understand provisional sums

When negotiating your building contracts, ask your builder if there are any rise and fall clauses, also known as cost escalation clauses or provisional sums, in your contracts. Whilst these clauses or sums aren't a negative thing, they do give the builder the ability to pass an increase in the cost of materials or work where the actual cost is impossible to know in advance. It's good to be aware of these clauses/sums and know what materials or work they relate to.

The builder may choose to use these clauses/sums so they can keep contingency in the build price lower and fix as much of the known costs as possible.

3. Agree on timelines

Check Panorama's timelines and payment stages in your building contract. If a specific deadline is crucial, make sure you agree on the timelines before you sign with your builder. Be sure to allow some leeway to cover for delays beyond the builder's control, such as bad weather. And remember, when in doubt, never sign a contract without an agreed timeline.

It's important to note that building contracts work on milestone-payment terms, meaning payment is made when the builder reaches a certain point in the process.

Time or money spent checking on the quality and progress of your home build is worth every cent. So, if you're unsure or unfamiliar with the construction process, appoint an independent professional who can inspect the quality of the work and confirm it meets the building codes.

4. Double check your contracts

Check that every page of your building contract and every blank space has been filled in correctly or lined through as not applicable. Ensure the contract is witnessed properly and initial every single page.

Counter-signing means that both parties have had a meeting at the time of signing. This means lack of understanding or responsibility pleas can't be used later.

According to the managing director of Home Builders Advantage, Paul Cheverall: *"The golden rule with the contract-signing process is check twice, and sign once. If you are unsure of a clause, don't sign until you are 100 per cent comfortable that you have ensured as much certainty as possible."*



Everything you need to know about the *7 star standard* for new homes

In July 2023, there were important changes made to the National Construction Code (NCC). These changes stipulate that all newly constructed homes in Australia must meet a minimum 7 star energy efficiency rating.

Here is everything you need to know about the new 7 star standards.

What does a 7 star energy rating mean?

The Nationwide House Energy Rating Scheme (also known as NatHERS) rates the energy efficiency of homes in Australia. A NatHERS assessment scores any given home on a range of 0 to 10 stars.

Specifically, the NatHERS star rating measures a home's thermal performance based on elements of its construction such as building materials, local climate, shading, and house design.

In general, more stars means better efficiency and lower energy bills. Previous editions of the National Construction Code set the minimum for new homes at 6 stars. This new 7 star NatHERS minimum means that the average homeowner will save about \$180 per year on their energy bills.

What is the timeline for the new 7 star standards?

The 7 star energy requirement applies to new homes built after 1 May 2024. There will be a transition period before the mandatory introduction of the new minimum 7 star standard for new homes.

The changes will not be compulsory for homes that have a building permit issued before 1 May 2024. The changes will also not apply if a building surveyor certifies that the building design process was already well underway before this date.

What are the benefits of 7 star home designs?

Enhanced comfort

By improving the thermal performance of the home, the new 7 star standards enable homeowners to live more comfortably in their homes during the hot and cold months.

A 7 star rating will mean that a home is less likely to have troublesome hot and cold spots that don't maintain their temperature as well as the rest of the home.

Greater resilience to extreme weather

During an extreme heat wave or cold snap, lower rated homes are going to feel the changes in temperature more dramatically and need to rely more heavily on mechanical heating and cooling to maintain temperatures.

On an extremely hot day, for example, a 7 star home will be better able to maintain a comfortable temperature inside than a 6 star (or lower) home.

Lower costs

More stars means lower costs. The exact savings will vary from home to home. According to a story in [ABC News](#), one Canberra homeowner reduced energy costs by almost \$3,000 per year by renovating their 6 star home up to 7. This renovation also included the addition of solar panels so they could eliminate the need to run on gas at all.

A [fact sheet](#) provided by the State of Victoria Department of Energy, Environment and Climate Action estimates the normal annual savings to range from \$300 to \$1,000 for homes that meet energy efficiency standards.

Reduced emissions

Every Australian can do their part to help achieve net zero emissions by 2050, and the 7 star standard provides the perfect way to do it. While energy efficient homes generally cost more to buy and build, the total savings in energy costs over the lifetime of a home mean that residents can cut greenhouse gas emissions while actually saving money long-term.

Increased home value

As Australia and the world as a whole move further towards green living as a standard benchmark, energy inefficient homes will be in less and less demand. Not only will they be harder to sell, but they will likely sell for less. In fact, [one report](#) found that in 2022, energy efficient homes sold for 17% more (or \$125,000 on average). Furthermore, listings for those same homes received almost 9% more views, and they remained on the market for less time.



Frequently asked *questions*

Building

Does our driveway need to be installed?

Yes, driveways need to be installed prior to occupancy.

Can I buy a block and not build a house?

Our covenants require you to commence construction of a home within 36 months of the settlement date and complete construction within 54 months of the settlement date.

When do I need to commence building?

Construction of your home must commence within 36 months of the settlement date.

When do I need to complete construction?

Your home construction must be completed within 54 months of the settlement date, including the garage, driveway and retaining walls.

When do I need to finish my front landscaping?

You must complete the front landscaping within 6 months of the Certificate of Occupancy being issued. You can find more guidance on Landscaping within the Design Guidelines.

Can I submit my house plans to the Panorama Portarlington Design Panel (PPDP) before I settle?

Yes, you can submit your plans to the PPDP prior to settlement.

What type of side and rear fencing is permitted?

Fencing between homesites (side and rear), where not visible from the public realm, must be provided and should be Type 5 – Colorbond™: Colour Basalt, or Mystique Solid Think Fencing in Grey Ridge.

Fencing between homesites (side and rear, visible from the public realm/street), must be provided and should be Type 4 – Steel Angle Pickets:

- Restricted to start a minimum of 1m behind the front façade of the dwelling.
- Terminated by returning to meet the closest wall of the dwelling and a minimum of 1m behind the closest front wall of the dwelling, unless it is on the rear boundary of an adjoining homesite.
- A maximum height of 1.8m above natural ground level.

Do I need to have a letterbox?

It is not a legal requirement to have a letterbox. You can find more guidance on Letter boxes within the Design Guidelines.

Settlement

How will I find out when my block is titled and ready to settle?

The Panorama Team will keep you up to date on construction progress and once we have received all the required approvals, we will ensure that our legal representative will advise your nominated legal representative of the proposed settlement date.

Useful links and resources

Fencing

<https://www.justice.vic.gov.au/fencing-law-in-victoria>

<https://www.disputes.vic.gov.au/information-and-advice/fencing>

<https://www.panoramaportarlinton.com.au/perks>

Design application submissions

submissions@panoramaportarlinton.com.au

Design Guidelines

<https://www.panoramaportarlinton.com.au/design-guidelines>

7 star energy efficiency building standards

<https://www.energy.vic.gov.au/for-households/7-star-energy-efficiency-building-standards/common-questions#:~:text=I%20can%20do%3F-,The%20new%207%20star%20standard%20is%20the%20minimum%20standard%20that,above%20a%207%20star%20rating>

Environment Protection Authority (EPA Victoria)

<https://www.epa.vic.gov.au/>

City of Greater Geelong Rubbish and Recycling

<https://www.geelongaustralia.com.au/recycling/default.aspx>



Contact

The team at Panorama Portarlinton are here to support you every step of the way. If you have any questions, don't hesitate to contact us.

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