



# house design & landscape approval process

(before building)



Congratulations on your land purchase at The Ponds! As part of your purchase, you will have received a copy of The Ponds Design Guidelines. **Every home in The Ponds is required to comply with the guidelines.**

If you or your builder/designer requires advice or would like to discuss your concept plans before submitting for approval, please do not hesitate to contact The Ponds Design Review Coordinator on (02) 9745 6533 or email [designreview@theponds.com.au](mailto:designreview@theponds.com.au)

**Once your plans are complete, you or your builder/designer must send and email them to The Ponds Design Review Panel for approval BEFORE they are lodged with Blacktown City Council.**

Please ensure that you include, as a minimum:

1. 2 sets of house plans including site plans, floor plans, elevations & sections and shadow diagrams (if required by Council)
2. 2 sets of landscape plans
3. 2 copies of the BASIX certificate
4. 2 sets of the external colour schedules (including driveway)

Your plans should be mailed to:

**The Ponds Design Review Panel  
c/ The Ponds Design Review Coordinator  
PO Box 257  
Drummoyne NSW 1470**

And emailed to: [mail@planninglink.com.au](mailto:mail@planninglink.com.au)

Your house design and landscape plans will be reviewed by the Panel within 30 days of submission. If your plans do not comply with the Design Guidelines, the Panel will contact you to provide advice for design improvement.

Again, if you have any questions during this approval process please do not hesitate to contact The Ponds Design Review Coordinator on (02) 9745 6533 or email [designreview@theponds.com.au](mailto:designreview@theponds.com.au)

To find out if you are eligible to receive the \$5,000 House Design and Landscape Rebate – turn over!

 **The Ponds**

# house design & landscape rebate process claiming your \$5,000! (after building)

To claim your Rebate simply, meet the following two requirements within two years from the settlement date of land purchase:

- Meet the conditions of the Contract for Sale of Land from Landcom; and
- Build your new home and garden in accordance with the designs that have been approved by both The Ponds Design Review Panel and Blacktown City Council.

When you are ready to apply for your Rebate, please complete the application below and send to:

**The Ponds Design Review Panel**  
**c/ The Pond Design Review Coordinator**  
**PO Box 257**  
**Drummoyne NSW 1470**

The Ponds Design Review Panel Coordinator will then arrange to visit your home and garden within two weeks. If your home and garden does not comply with the Rebate requirements, The Ponds Design Review Coordinator will contact you to provide advice for improvement.

## application details

Lot No.	<input type="text"/>	Street No.	<input type="text"/>
Street Name:	<input type="text"/>	Suburb:	<input type="text" value="The Ponds"/>
Name:	<input type="text"/>		
Current Postal Address:	<input type="text"/>		
Phone: Home	<input type="text"/>	Work	<input type="text"/>
		Mobile	<input type="text"/>
Email:	<input type="text"/>		

## purchase and approval details

Settlement of land purchase contract	Date:	<input type="text" value="/ /"/>
Plans approved by The Ponds Design Review Panel	Date:	<input type="text" value="/ /"/>
Plans approved by Blacktown City Council	Date:	<input type="text" value="/ /"/>

## checklist (please tick)

- House is completed in accordance with stamped drawings
- Landscaping is completed in accordance with stamped landscape plan
- House has approved Occupation Certificate

I/we have now completed our home and landscaping in accordance with the plans approved by The Ponds Design Review Panel and would like to claim our House Design and Landscape Rebate of \$5000

Signature:  Date: