



Appendix A - Site Aesthetic Guidelines

Revision Date	May 2022
Revised by	James Magner
Previous Revision	None

PREAMBLE

This guideline is written as an Appendix to the Club Bylaws with the intention to maintain a singular aesthetic feel to all VYC sites and grounds while maintaining a visual simplicity with nature by use of certain materials and colors. All sites are to adhere to these guidelines and the decisions of the Committee.

This guideline is subject to periodical review of which the date will be decided by the sitting committee, any updates to this guideline will be proposed to all members, in the same manner as changes to the Club Bylaws, see Bylaw point 11.

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1. APPROVALS

- 1.1. All members wishing to build a structure on their site must submit to the VYC Committee:
 - 1.1.1. Written request detailing the project.
 - 1.1.2. Drawing / sketch detailing the structure and site layout.
 - 1.1.3. Written approval from neighbours on all four sides.
 - 1.1.4. Construction timeline, keeping in mind construction companies may not operate on Sites over weekends without approval.
- 1.2. Approval for structures shall be given in writing from the Secretary on behalf of the Executive Committee.

2. ROOF STRUCTURES

Roof structures have been divided into two sub categories: Free standing type structures and roof sheeting attached to caravans.

- 2.1. **Free standing roof structures** - Any free standing roof / shade cover over a caravan or site.
 - 2.1.1. Members who wish to erect a free standing roof / shade structure on their site must request to do so as per section 1 of these guidelines.
 - 2.1.2. All roof / shade structures must be designed, manufactured and installed by a committee approved manufacturer. For example the a steel pole "carport".
 - 2.1.3. DIY roof structures are not permitted.
 - 2.1.4. Roof / shade structures may have a maximum size of 6mx6m
 - 2.1.5. Only shade cloth covering is permitted, no metal roof sheeting may be used.
 - 2.1.6. Existing shade structures may only be recovered if the structural frame is still in suitable condition for both safety and aesthetics, this decision rests with the Committee.
 - 2.1.7. Structures do not need to be council approved but must be constructed in accordance with National Building Regulations as well as adhere to section 6 and 7 of this Guideline.
- 2.2. **Roofs / covers attached to caravans** - Attaching additional shade cover / roof sheeting to a caravan.
 - 2.2.1. Members who wish to attach a covering to their caravan with the intention of creating an insulation effect from the sun or an additional layer of rain protection must request to do so as per section 1 of these guidelines.
 - 2.2.2. The following must be adhered to in the design:
 - The roof must adhere to section 6 and 7 of this guideline
 - The covering must be attached to purlins that are securely braced / fixed to the structure of the caravan.
 - Shade cloth or Metal roof sheets are acceptable covering.
 - The following is a minimum guide for covering supporting framework;
 - Steel lip channel purlins, or
 - Steel 50x50x2 square tube, or,
 - Treated timber purlins 76x50, or,
 - Aluminium 50x50x3 square tube
 - The sheets may not protrude more than 500mm beyond any side of the caravan nor have more than a 250mm gap between the caravan roof and the roof sheeting.

- The sheets must be fixed to the purlins with self-drilling roofing screws and bonded washers.

3. SCREENS

- 3.1. Permanent Screens or Vertical structures may be applied for as per section 1 of this guideline. For example, wind breaks.
- 3.2. Non-permanent screens will be allowed without application, for example roll down screens or blinds, such screens / blinds must be rolled up and stowed when the member is not on their site, for example, when sailing.
- 3.3. All vertical structures / screens must adhere to section 6 and 7 of this Guideline.

4. CARAVANS

- 4.1. Caravans are allowed on sites and maybe left onsite on a permanent basis or may be brought to the club and removed as desired.
- 4.2. Members may apply to the Committee to have more than one caravan to a site if the site is large enough, up to a maximum of 3. Applications must be in writing to the secretary submitted with written approval from neighbours on all 4 sides.

5. CABINS

- 5.1. Members must submit a request as per section 1 of these guidelines for a Cabin on their site. All cabins must be “log cabin” style, see section 18 for aesthetic examples.
- 5.2. Only 1 cabin per site.
- 5.3. Members may apply to the Committee to have one caravan on their site in addition to their cabin, if the site is large enough. Applications must be in writing to the secretary submitted with written approval from neighbours on all 4 sides.
- 5.4. Cabins must be designed, manufactured and installed by a committee approved manufacturer.
- 5.5. A maximum size allowable will be 3mx6m x 2.5m high.
- 5.6. Construction Rules:
 - 5.6.1. Cabins may not have flat roofs.
 - 5.6.2. No concrete or cemented brick foundation will be allowed in the construction.
 - 5.6.3. Cabins must be built with a “raft type” floor structure with wooden beams supported on paving slabs.
 - 5.6.4. Green Roof sheeting only.
 - 5.6.5. Cladding with Log-lap split poles or Nutek
 - 5.6.6. DIY cabins are not allowed.
 - 5.6.7. Shipping containers are not allowed.
- 5.7. Cabins do not need council approval but must adhere to section 6 and 7 of this Guideline

6. WIND FACTOR AND SITE LOCATION

The Committee reserves the right to request further reinforcement in excess to what is indicated in a design if the site is deemed to be of high wind exposure as decided by the committee; such cost for reinforcement will be borne by the member.

7. AESTHETIC CONSTRUCTION MATERIALS AND COLOURS

The following materials may be considered for construction on your site:

7.1. Approved Materials:

- Gum poles
- Timber (decking, beams and battens) - Must be treated to resist rot and insects
- Galvanised steel
- Roof sheeting – IBR or Corrugated – see colours listed below in 7.3
- Barge boards and flashings – wood, PVC or Cromadek – see colours listed below in 7.3
- Roof sheet fixings: self-drilling roofing screws
- Cladding fixing: nails may not be used for fixing surfaces that are subject to wind forces.
- Gutters – aluminium or PVC
- Cladding material for vertical surfaces
 - Wood planks
 - “latte” or spanish reed
 - Split gum poles
 - “log-lap” cladding
 - NUTEC Vermont planks or NUTEC tongue and groove planks.
- Stones, bark, woodchips, concrete pavers or natural colour pavers
- Green or beige/tan Shade cloth of any %
- Green or beige/tan canvas
- Clear PVC for roll down screens
- Caravan repairs must be painted with an approved color listed in 7.3

7.2. Not approved:

- Any materials not mentioned in “Approved Materials” – see section 17 to request a deviation.
- Any roof sheeting or metal sheeting for any vertical surfaces on a structure (excluding storage boxes), unless cladded over with an approved material.
- Un-painted non-wood cladding. Eg unpainted Nutec, unpainted metal.

7.3. Approved Colors:

- Roofs structures listed in section 2: Green, white or Plain zinc
- Cabin roof sheeting – green only
- Cabins cladding - teak stain wood preservative or brown painted NUTEC
- Caravans – original manufacturer colour, or, white, brown, green
- Natural unpainted gum poles or natural unpainted wood
- Wood - Teak varnish/preservative or Creosote
- Any other painted vertical surface not listed above must be white, green or brown

8. STORAGE BOXES

Sites may make use of a storage box for items that are not ideal for storage inside living quarters. Storage boxes must adhere to Section 7 of these guidelines and may not be larger than 800mm wide x1000mm high x 1500long. 1 box per site is allowed.

9. DECKING AND GROUND COVERING

- 9.1. Wooden decking may be applied for as per section 1 of this guideline. Decks must adhere to section 6 and section 7 of this guideline.
- 9.2. Members may install ground covering (including paving) on their site as they see fit. Paving and ground covering must adhere to section 7 of this Guideline.

10. EXISTING STRUCTURES, SITE FACILITIES AND AESTHETICS

Existing structures are exempt from this Guideline for a period of 12 months from date of implementation, with the immediate exception of:

- Dangerous structures as deemed by the committee.
- Structures that are unsightly or in need of repair as deemed by the committee.
- Structures that are transferred from one member to another after the implementation date of this guideline, meaning the new owner inherits the remaining term to effect the changes / upgrades.

11. FLORA AND GARDENS

- 11.1. Members are permitted to cultivate a garden and lawn.
- 11.2. Automatic irrigation is permitted but will be monitored for excessive use. A water levy will be issued to sites that abuse the water supply, this levy is at the discretion of the Committee. Manual watering with a sprinkler or hose may only be done with a member present on the site, hoses may not be left to run unattended.
- 11.3. Members who do not wish to cultivate a garden may choose not to, but are expected to keep existing flora neat and tidy within the confines of your site. For example regular removal of excessive growth or weeds.
- 11.4. Members may, and are expected to, trim plants and branches to keep their site tidy. Complete removal of Plants / trees is not allowed without permission.
- 11.5. Members must remove all plant trimming and cuttings to either the brush pile near the swimming beach or preferably take it home.
- 11.6. Only endemic plants / trees are allowed. Planting of invasive species is prohibited and may be removed without consultation.

12. SANITATION AND WATER

- 12.1. Members may install plumbing and sanitation facilities on their sites that generate grey water, for example a kitchen sink or shower. Members must submit a request as per section 1 of these guidelines.
- 12.2. Such facilities must have sufficient underground soak-away for the waste water flow generated. Grey water may not flow onto neighbouring sites, roads or common ground. See section 17 for the correct design method of a soak away. Grey water tanks are not permitted.
- 12.3. Chemical toilets that are used in caravans may be emptied into the Club toilets and must not be emptied on club grounds or in the nature reserve.
- 12.4. Rainwater tanks are allowed but limited to 1000ltr "slim line" jo-jo style tanks, and must be green.

13. GENERAL NEATNESS AND UPKEEP

- 13.1. All Members who enjoy the use / lease of a caravan site are expected to maintain and upkeep their site, structure and caravan in a manner that is neat, tidy and safe.
- 13.2. A monthly Upkeep levy will be issued to sites that do not comply
- 13.3. Any Member that disregards an Upkeep Notice from the Committee will be given a time frame in writing to rectify the identified problem. Should any Member fail to rectify the identified problem within the time frame they will be notified for termination of lease at the end of the paid up season.
- 13.4. The club reserves the right to take the necessary steps to ensure that any offending site and structure aligns to these guidelines, including the removal of any structures. Any costs that are incurred by the Club for these actions will be invoiced to the Member.

14. FIRE PREPAREDNESS

Please refer to Bylaw Appendix B - Fire Awareness and rules.

15. TRANSFER OF OWNERSHIP OF STRUCTURES AND SITE INVESTMENT

- 15.1. Transfer of sites between members will be as per Club Bylaws.
- 15.2. No sale of structure constitutes transfer of site. If a Member for any reason wishes to give up their site or sell their structure the process will be governed by the Club Bylaws.
- 15.3. Members who wish to dismantle a structure and remove it from their site may do so by sending written notice to the Committee of their intentions 2 weeks prior to commencing work so that the intention can be communicated to all Members.
- 15.4. Members who have purchased a structure from another site and who wish to move it to their site must adhere to these guidelines.

16. REMOVAL OF STRUCTURES

The club is on leased land and for this reason all Members are expected to remove any and all structures from their site, at their own cost, should the Club instruct such removal. The Club and Committee reserve the right to instruct such removal should it be demanded by the Lessor; no negotiation will be entered into upon such instruction to remove any structure. All sites must be left, as far as possible, in a natural state as was before the lease.

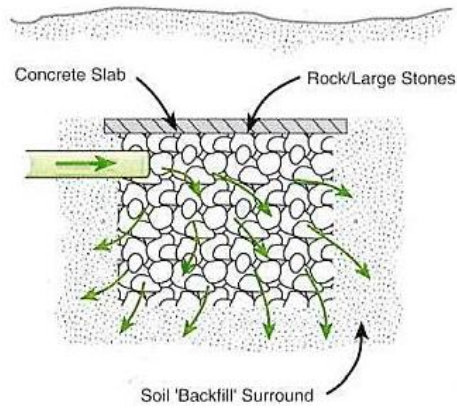
17. DEVIATIONS FROM THESE GUIDELINES

Members may request via a written motivation for a deviation to this guideline, the Committee retains the right to refuse or grant any deviation while maintaining the mantra for VYC sites of a singular aesthetic feel and visual simplicity with nature by use of certain materials and colors.

18. FIGURES AND EXAMPLES

18.1. UNDERGROUND SOAK AWAY DRAIN FOR GREY WATER:

Dig a hole suitable for drainage requirements, line with geotextile membrane, fill 80% to top with stones\rocks, install the drain pipe, top off stones with paving slab and cover with sand/dirt.



18.2. Aesthetics of a small “Log Cabin”



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