

ojo

OFFICER 3809

A project by



Come to life

Contents

Why townhouse living is a smart choice	5	Tiled surfaces and balcony	24
Come home to an established neighbourhood	6	External paint	24
General information	8	Ground conditions	24
Landscaping and fencing	8	Roofing material	25
Modifications to your property	8	Solar Panels	25
Home maintenance	8	How to inspect defects	26
7-Star energy sustainable living	9	Viewing and inspecting distances	26
Council	9	90-day maintenance checklist	27
Waste collection	9	Sienna Homes: Inside your handover pack for your new home	28
Council, waste and services	9	Sienna Homes: Maintenance inspection request form	29
Water and recycled water	10		
Public transport	10		
Community facilities	11		
Warranty and contacts	12		
General	12		
Your home	12		
Defect liability process	14		
Maintaining your home	16		
General maintenance	16		
Preparing tenants	16		
Appliances	16		
Electrical	17		
Door and window hardware	18		
Carpet	18		
Aluminium windows and sliding doors	19		
Ventilation	20		
Stone benchtops	20		
Tapware	21		
Paint	22		
Cupboard joinery	22		
Stainless steel kitchen sink, laundry tub, trims, etc.	23		
Sanitary ware	23		
Caulking and sealants	24		

Come home to the benefits of townhouse living



Come home to Olio

Artist Impression

OLIO OFFICER 3809 COME TO LIFE



HABITAS Aurora



LUMA Sunshine North



ALFIE Altona North



CIRQ Point Cook

All renders are artist impression

Why townhouse living is a smart choice

More and more Victorians are choosing townhouses as the smart and affordable way to enjoy a contemporary, low maintenance lifestyle. Here are just some of the many reasons why you might choose a new townhouse off the plan as your new home:

Affordability



Townhouses are built on compact blocks. So they're less expensive than free standing homes on larger, more costly blocks of land. This makes them a great 'foot in the door' option for first home buyers.

Low maintenance



The smaller blocks mean less time looking after a big garden and more time living life to the full. Townhouses don't mean you have to compromise on space, and offer the convenience of a lock up and leave lifestyle.

Turnkey solution



Simply choose your floor plan and any upgrades and your townhouse will be built under a fixed price contract. With a generous list of standard inclusions, all you need to do when your townhouse is complete is move in. You won't have to deal with the hassle of building or project management, we take care of that for you.

A sense of pride



You simply choose a townhouse design that suits your budget and lifestyle that you'll be proud to call home, and have the option to add your own flair by selecting a colour scheme and any upgrades you may want.

Prime locations



Our new townhouses are built in friendly communities and neighbourhoods, designed to be close to schools, shops, parks, sporting amenities and all the special things that add to a wonderfully relaxed lifestyle.

Sustainable



Our modern townhouses are built with a range of sustainable inclusions as standard, meaning homes require less energy to heat and cool, minimising running costs and enhancing occupant comfort while also reducing the homes environmental impact.

A lifestyle to suit



Whether you're single, a growing family, or downsizing, buying a townhouse off the plan offers the flexibility to choose a floor plan that suits your needs such as 2, 3 or 4 bedrooms, a study, or reverse living to maximise views.

Security



A townhouse in a Development Victoria project means you will be a part of a masterplanned community with the security of knowing you have neighbours close by.



Come home to an established neighbourhood

Enjoy an enviable location in the heart of established Officer, with an abundance of evolving spaces to explore, inspire and entertain.



Rich in recreation

A natural waterway and parkland are right at your doorstep, with sports fields and facilities nearby.

Great expectations

Shopping and culture flourish, while a wealth of good schools and tertiary education are close at hand.

Close Connectivity

Transportation is quick and easy with the convenience of major roads and Officer Train Station a short walk away.

Health at hand

Nothing beats peace of mind, with Superclinics in Casey and Pakenham, and two hospitals in Berwick.

General information

Landscaping and fencing

Development Victoria will be commencing the streetscape works to the nature strips fronting your home in late 2026 / early 2027. This will include grass and street tree planting.

It's the owner's responsibility to maintain your front nature strip and the owner must comply with guidelines set by the Cardinia Shire Council. Please visit cardinia.vic.gov.au

Whilst boundary fencing is being supplied with the delivery of your new home if applicable. Any modifications to this fencing must comply with local council requirements.

Further information can be sourced from cardinia.vic.gov.au

Modifications to your property

Any modifications to your property must comply with the Victorian Planning Authority's [Small Lot Housing Code](#).

Home maintenance

It is the owner's responsibility to suitably maintain their new home including all fixtures and fittings. General details are supplied within your Handover Guide and detailed product information has been provided on your Olio USB to provide guidance on how each product should be maintained.



Council, waste and services

7-Star energy sustainable living

All townhouses are efficiently designed with increased insulation, with some sustainable inclusions such as skylights and double glazing. By using less energy to maintain a comfortable year round temperature, homeowners can minimise their carbon footprint and energy bills.

Council

Officer is located within the Shire of Cardinia. Cardinia Shire Council has a range of information for new residents available on its [website](#) such as council news, rates, waste, pets, and things to do in your area.

The council's Civic Centre office is located at 20 Siding Avenue, Officer.

Postal address:
Cardinia Shire Council
PO Box 7
Pakenham VIC 3810

Hours: 8:30am to 5:00pm Monday to Friday

p: [1300 787 624](tel:1300787624)

e: mail@cardinia.vic.gov.au

w: cardinia.vic.gov.au

Waste collection

Cardinia Shire Council is responsible for waste collection within the Olio development.

Move into your home - please contact the council to arrange for your waste bins to be delivered to you. Council will also be able to provide information on the [rubbish collection days](#).

For larger/bulky household items that can't be reused, Officer property owners can book free hard waste collections twice a year. Further information is available on the council's [website](#).



Telecommunications and internet

NBN services are available to your property. For further information on connecting to this service please visit nbnco.com.au or phone [1800 687 626](tel:1800687626).

Should you lose internet to your property please contact your retail provider to confirm there is no outage or planned maintenance in your area.

Water and recycled water

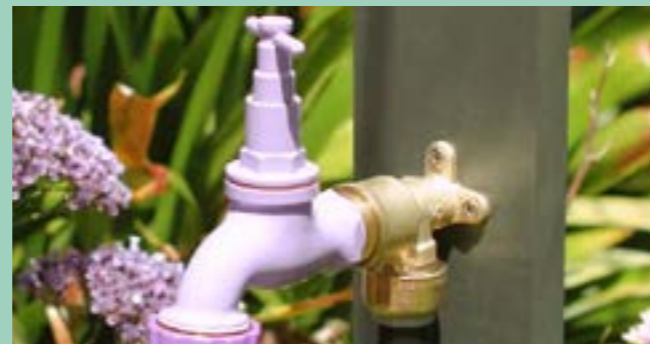
South East Water is your local water authority.

For general enquiries: [13 18 51](tel:131851)
For emergencies : [132 812](tel:132812)
Website: southeastwater.com.au

Your new home is water efficient by design. The amount of water you use can be much less than the average household because of smart features like recycled water and efficient shower heads, taps and toilets.

Public transport

The Olio development is situated in a well-connected part of Officer, with several bus and train options within walking distance.



Nearest bus stops

While specific stop numbers inside the development are being established as part of the Officer Precinct Structure Plan, residents primarily use stops located along Princes Highway and near Officer Station.

Nearby train stations

- Officer Station: The primary “zone two” transportation hub for the area, featuring ample parking for those who drive to the station to catch a train or bus.
- Beaconsfield & Cardinia Road Stations: These are the next closest stops on the Pakenham line, providing additional commuting flexibility.

For real-time tracking and specific route numbers, you can use the Public Transport Victoria (PTV) Journey Planner or visit transport.vic.gov.au

Community facilities

The suburb of Officer is home to a number of community facilities, leisure centres, parks with playgrounds, exercise stations, seating and barbecue facilities designed to support its expanding population. Key facilities include the Officer Community Hub, a new regional district park, and several children and family centres.

The parks within the Olio development are maintained by Cardinia Shire Council.

To find your nearest recreation centre, visit outdoors.cardinia.vic.gov.au



Warranty and contacts

General

Your new home comes complete with Builder and statutory warranties. Should something not seem to work as it was intended, please follow this guide to determine next steps.

When you take possession of your home, please read the manuals provided on your USB and ensure you complete any registrations required.

Please note that the Home Owner is responsible for maintenance of the home and footings. For further information please refer to the Handover Guide, your Sienna Homes USB and the CSIRO Guide to Footing Maintenance for further information.

Your home

The table provides an easy guide to assessing items within your home.

	General items	Moderate items	Urgent items
What is the item?	Most items will fall under this category	<ul style="list-style-type: none"> ✓ One toilet is blocked but the others are functioning ✓ One shower is leaking during operation but the others are fine ✓ Basin and Tapware leaks ✓ Minor power fault – for example one power point or downlight not operating 	<ul style="list-style-type: none"> ✓ No power to the property after checking local outages and the safety switch in the switchboard ✓ Roof leak ✓ All toilets are blocked ✓ All heating and cooling not functioning ✓ Hot water service not functioning
What should you do?	Keep a note and present at your 90-day inspection (details on page 27)	Email: support@siennagroup.com.au and cc officerenquiries@development.vic.gov.au include your address and “MEDIUM PRIORITY REQUEST” in the subject line. Outline the issue and if possible, include photos.	Email: support@siennagroup.com.au and cc officerenquiries@development.vic.gov.au include your address and “HIGH PRIORITY REQUEST” in the subject line. Outline the issue and if possible, include photos
Time to action	See 90-day inspection details for timing	24 hours	If you do not receive a response please call Sienna Homes direct (1800 SIENNA during business hours) or the relevant emergency trade below (out of business hours).
Please Note:	The Builder should be contacted in the first instance for all items. Should you engage the trades listed below or any other emergency trade of this nature and the incident is not deemed an emergency or as a result of the Builder’s work, you may be responsible for the relevant call out charges.		



Defect liability process

As you live in your home, some items may not seem to function the way they are intended.

The Builder will book an inspection to review these approximately 90-days after handover.

The below will assist you in preparing for this visit.

Should you have any further questions please reach out to your builder on **1800 SIENNA**.

	1-90 days after settlement	76 days after settlement	90 days after settlement	90-day process Step 1	90-day process Step 2	90-day process Step 3	90-day process Step 4	After 90-days
Time	Days 1-90 after settlement	76 days after settlement	90 days after settlement					
What is it?	Getting to know your house period	Email reminder that you have enjoyed your home for almost 90-days and to send your list of concerns in shortly	Email your list of concerns to emails as noted in your Handover Guide	A Builder representative will contact you to book an appointment	A Builder representative will review your list and issue a list of items and trades that will be in contact to organise access	Trades will call directly to organise access to rectify items	Once trades have attended, Builder will notify you to confirm all your items have been attended to	Warranties that remain part of the home.
What you need to have ready	Compile a list of items you would like the Builder to look at. To determine if an issue requires urgent attention, refer to page 29 of this Guide.	Ensure you have your email updated.	List of concerns compiled on provided sheet	Be available for a call or email	Be available to show the Builder your items	Arrange access for trades to undertake works	Your list updated in case any items were missed.	Refer to the following documentation: <ul style="list-style-type: none"> ✓ VBA Guide to Standards and Tolerances ✓ Product Manuals Supplied on the Olio USB



Maintaining your home

General maintenance

It is very important that you maintain your home to ensure the longevity of its finishes and fixtures. Please review the maintenance information below as well as any owner's manuals in regard to care and maintenance, and always use experienced and licensed trades people to carry out repairs and maintenance work. As the homeowner, you are responsible for the cleaning and maintenance of your home and all areas within your lot, including (where applicable) your balcony, terraces, roof and gutters.

Preparing tenants

It is the responsibility of the homeowner to provide this document to any property occupants (i.e. tenants) to ensure they understand the necessary safety precautions for completing routine maintenance and are aware of the safety tips and procedures highlighted in this document that are relevant to living in the home and the Olio development.

Appliances

Refer to the manufacturer's instructions / operation manuals for the following appliances:

- Cooktop
- Oven

- Dishwasher
- Rangehood
- Air Conditioner
- Hot Water Service

Electrical

Should your safety switch trip for any reason, follow these steps:

1. Isolate / turn off all power points and lights and unplug all appliances.
2. Reset the safety switch.
3. If the safety switch cannot be reset, contact a licensed electrician as a fault exists with either the wiring or the switch itself.
4. Turn on the power points one at a time or until the safety switch trips. When it trips, you have found the faulty outlet.
5. Plug your appliances back into power points one at a time or until the safety switch trips. When it trips, you have determined the cause of the fault. Take the faulty appliance to a qualified service centre for repairs.

For safety reasons, ensure an adequate air space is left around the switchboard. Do not store items in front of or in contact with the switchboard.

Please note that a licensed electrician must be engaged to locate and fix any fault with the power supply or the switchboard.



Maintaining your home

Door and window hardware

To maintain a high level of function, door hardware must be free from dust and grit.

Generally, all components can be cleaned with a soft damp cloth. Grease or oil should not be applied to any hardware.

Maintain door locks and handles every 6-12 months, as necessary:

- Tighten fixing screws;
- Re-align strike plates;
- Lubricate internal mechanism with an aerosol lubricant; and
- Lubricate “sticky” locks with dry powder graphite sprinkled on the key.

Carpet

Carpet in your home (where applicable) has been selected to provide a soft, maintainable, yet durable floor finish.

Permanent pile reversal shading “watermarking” may appear at random. This variation in lightening or darkening of the carpet is caused by the reflection of light from pile tufts which lay in different directions. This is a result of the natural material and does not constitute a defect.



Regular maintenance will increase the life span of all types of carpet. The five basic steps of an adequate maintenance program are:

- Protection from damage and prevention of spills;
- Regular vacuuming;
- Intermediate surface brightening;
- Periodic wet cleaning; and
- Removal of stains and spills.

Light coloured carpets should be professionally cleaned every 6-12 months, to maintain a satisfactory appearance of the carpet.

Please note that “scotch guarding” carpet is not recommended by the manufacturers. Floorboards and laminate flooring

Floorboards and laminate flooring

Floorboards and laminate flooring can be very susceptible to the below:

- Damage from water / moisture
- Damage / scratching from shoes and furniture.

It is strongly recommended that floor protection is installed when moving furniture into the property and that shoes are removed when on the flooring system. Damage from shoes and moving furniture is not a defect.

Water and moisture will significantly damage the flooring system. Any water on the flooring system should be removed immediately. Floors should be cleaned with a dry mop or damp cloth only.

Aluminium windows and sliding doors

Aluminium windows and doors have a powder coated finish, which needs to be cleaned and maintained regularly to ensure the decorative and protective properties of the coating are retained.

Cleaning is recommended every three to six months to remove air born deposits such as salt, dust and dirt.

To clean:

- Remove dust with a wet sponge (rather than risk micro scratching by dry dusting);
- Remove any marks by the use of a warm, mild detergent or mineral turpentine;
- Wash and remove powder deposits from the powder coating surface using a soft bristle brush; and
- Always rinse afterwards with fresh water so that the contact time with the cleaning solution is kept to a minimum.

Do not use abrasive cleaners such as;
✗ Solvent based window cleaner

Maintaining your home

- ✗ Industrial strength cleaner
- ✗ Powder based cleaners
- ✗ Scouring pads or harsh bristle brushes

Always test a small discrete section of a frame to confirm the suitability of the cleaning agent used. This will ensure minimal or no damage to the powder coat colour or surface.

Ventilation

It is the responsibility of the owner to control moisture and air flow within their home. Please ensure there is regular air flow through the home to avoid issues with condensation and mould.

The exhaust fans in the bathroom and laundry will assist the removal of steam and humid conditions, prolonging the life of the interior finishes.

Leaving a window within your home slightly open will increase the air intake and efficiency of all the internal exhaust mechanisms (including kitchen rangehood) and will aid to minimise any naturally occurring condensation.

To ensure adequate air flow into the laundry exhaust, leave the laundry door open while the dryer is in use and the exhaust fan is on.

Stone benchtops

The stone featured in your home has been selected for its appealing finish, warm character, durability and high quality.

The base of the reconstituted stone, being a natural product retains a degree of porosity. However, simple protection measures are the most effective way to ensure the natural beauty and stunning appearance is maintained.

- Use a chopping board, place mats and coasters to protect the surface from scratching, dulling or heat marks.
- Avoid sitting or standing on the benchtops of kitchens and vanities. Wipe up spills immediately, to avoid potential absorption of substances into stone.
- Pay particular attention to substances such as soap, detergents, abrasive or harsh chemicals or cleaners, solvents, cooking oils, toothpaste, tea, coffee, alcohol, vinegar and citrus juices as these may stain, etch or dull the stone. Lipstick, industrial and laundry marker and ink are unlikely to be removable. Avoid resting steel or items which may rust on the stone, to prevent rust markings.

- Do not use acids, wax, sealants, steam cleaners or petroleum products on stone.

Stone in all benchtops is not sealed, as any protection provided by a sealer is not permanent or absolute.

To clean, wipe down after use with a soft dry cloth, or use mild soap with lukewarm water, rinse well with clean water and dry. Do not use abrasives or scouring powders / cleaners (such as Jif, Ajax or Gumption).

Heavy use of cleaner may take off the stone surface gloss.

Tapware

To prevent damage to the protective finish, avoid cleaning taps and spouts with harsh chemicals. Clean with warm soapy water, rinse well and dry with a soft cloth.

To maintain tapware:

- clean tap filters every two months; and
- check tap washers every two years and replace as necessary.

A licensed plumber is required to undertake any works.



Maintaining your home

Paint

As paint colour may change subtly over time, and paint manufacturers may alter colour specifications, we recommend any future painting be based on colour matching a paint sample rather than using the original specified paint product. A paint sample pot has been provided at handover for any minor touch ups that may be required.

Most marks can be removed with a clean damp cloth. Use a diluted sugar soap mix if necessary. Avoid excessive scrubbing and the use of scourers of any type, as this may alter the finish of the surface.

Cupboard joinery

All joinery surfaces are laminate.

To clean and maintain, follow these guidelines:

- Remove soiled particles from surfaces or light stains with warm soapy water and a soft cloth, or a non-abrasive spray and wipe cleaning agent;

- Do not use abrasive or alkaline cleaners and ensure that the finish does not remain in contact with hypochlorite bleach, mineral acid, dye or iodine solution, silicon-based cleaners, polish, steel wool, acidic and alkaline materials. (Note that silicon cleaners render surfaces

- unsuitable for re-coating);
- Ensure all spills are cleaned up immediately with a damp cloth and dry off, to prevent swelling or damage;
- Buff out minor fine scratches (note the gloss level will diminish);

- Check, tighten and adjust hinges every six months; and
- Do not apply oil or grease to any joinery hardware, such as hinges, runners, etc.

Stainless steel kitchen sink, laundry tub, trims, etc.

To clean wipe with a soft damp slightly soapy cloth, let it dry and wipe with a dry cloth. Always wash with the grain of the stainless steel, to avoid scratching.

To protect from staining after cleaning with a chemical cleaner or coming into contact with food acid, wash down with fresh water.

Sanitary ware

To preserve the polish surface of your toilets and basin(s), clean with a soft cloth and warm soapy water or a liquid cleaner to wash away any oils or soap residue. Ensure any selected cleaning agent does not affect any adjacent stone or tile.

Do not use powders, pastes, crème cleaners, thinners, window cleaning sprays or dry-cleaning fluids, etc. Stubborn marks or fine scratches may be polished out with Brasso.



Maintaining your home

Caulking and sealants

All caulking and sealants have a limited lifespan, and it is the responsibility of the owner to ensure a maintenance plan is established to regularly check all caulking and sealants.

To maintain the integrity of the caulking and sealants the owner must ensure they are free of dust and debris and are not subject to extended periods of water pooling.

Tiled surfaces and balcony

To clean, use a mix of warm water with a mild detergent. When dry, buff with a dry mop or woollen cloth. All sealants and caulking including external elements, should be replaced immediately by a qualified trades person at the first sign of deterioration. Failure to maintain caulking and sealants may result in water ingress that could cause damage to fittings / fixtures. This will need to be checked every 12 months.

External paint

Depending on location and exposure, re-coating of painted areas should be carried out every as per the manufacturers recommendations. The life of the paint may be extended by keeping it clean and not allowing vegetation, planter pots to be placed against it, or trees to rub against the surface.

In accordance with the paint specification and warranty, all painting repairs and maintenance must be undertaken by experienced tradespeople only, and appropriate measures must be taken for safe working areas and any external scaffolding.

Ground conditions

The immediate ground conditions around your home will impact the performance of the house slab and foundations.

Owners should avoid excessive watering of garden areas immediately adjoining the slab as the presence of water is likely to cause performance issues with the foundations.



Owners should complete regular inspections to ensure plumbing systems are operating correctly and not leaking and causing continued / excessive wetting of the ground adjoining the home.

Owners should engage the necessary professionals to complete any excavation works in proximity of the house slab.

Roofing material

The roofing material should be kept clear of tree litter and debris which could fall into your gutters and block drains. To reserve your roofing material and prevent water ingress, it is recommended a roofing plumber engaged yearly to clear litter and debris from your roof and gutters as well as conduct a visual inspection of flashings, sheets, seals and downpipes.

Solar Panels

Refer to solar manuals for operation and maintenance of the solar panels and inverters. Please contact your solar provider Six Star Plus for any queries.

p: [03 8795 7091](tel:0387957091)

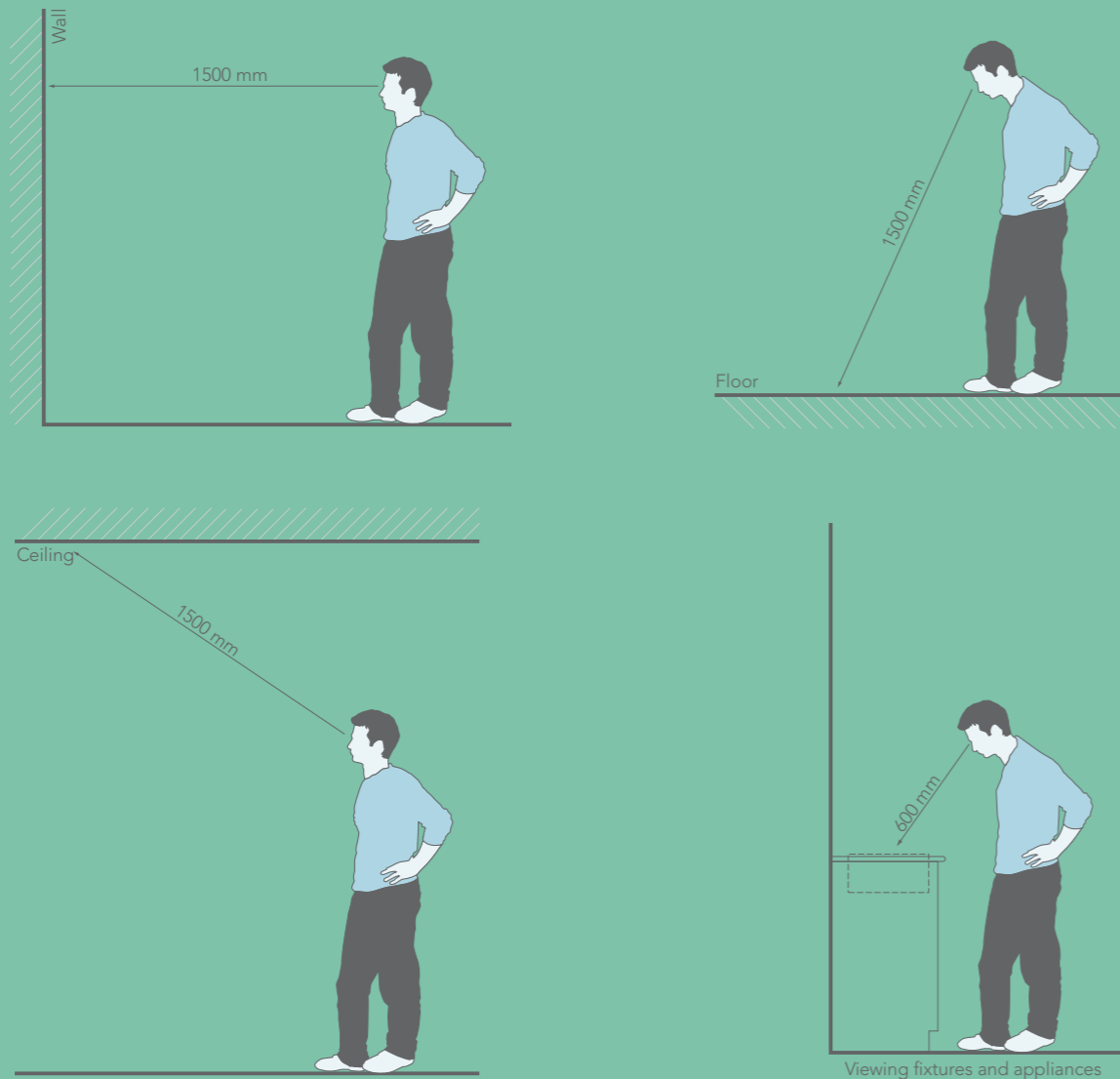
e: admin@sixstarplus.com.au

w: sixstarplus.com.au

How to inspect defects

Viewing and inspecting distances

Generally, variations in the surface colour, texture and finish of walls, ceilings, floors and roofs, and variations in glass and similar transparent materials are to be viewed where possible from a normal viewing position. A normal viewing position is looking at a distance of 1.5m or greater (600 mm for appliances and fixtures) with the surface or material being illuminated by 'non-critical light'. Non-critical light means the light that strikes the surface is diffused and is not glancing or parallel to that surface.



In accordance with VBA Guide to Standards and Tolerances vba.vic.gov.au/building/building-resource-hub/publications

90-day maintenance checklist

Address (incl. lot no#): _____

Primary contact name: _____

Number : _____

Email: _____

Property Manager details (if applicable): _____

Item	Location	Description	Builder use
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			

Minor items that generally may require review at 90 day maintenance inspections

- Loose door handles
- Door/window operation
- Cabinetry adjustments

If you need additional space, please print a copy from your digital version of the *Handover Guide*. At 90 days post settlement please identify any outstanding defects and send to support@siennagroup.com.au and cc.officerenquiries@development.vic.gov.au

Homeowner Acknowledgement Form

Site Address: _____

Owners Name: _____

I/We _____
PRINT NAME(S)

the owner(s)/purchaser(s) of the above listed property, acknowledge that I/we have been fully informed by Sienna Building Pty Ltd, in relation to:

- The Termite Treatment Warranty Form– USB
- CSIRO Foundation Maintenance Letter – USB
- Home Maintenance Recommendations & Forms – on USB
- Certificate of Occupancy – on USB
- Compliance Certificates – on USB
- Solar Panel Handover Information – on USB
- Windows & sliding doors Key/s – inside pack
- Entry door and garage access door Key/s – inside pack
- Garage Door Warranty / Remotes – inside pack
- Letter Box Key/s – inside meter box
- NBN box (if applicable) key – inside pack

I/We have received our Handover Kit and USB containing documents and are satisfied with the information provided.

Homeowner 1 Signature: _____ Date: _____

Homeowner 2 Signature: _____ Date: _____
(if applicable)

I, _____ have provided all relevant documentation relating to the above-named property.

Site Manager's Signature: _____ Date: _____

Sienna Homes
Address: 3 Corporate Avenue, Rowville VIC 3178
Phone: (03) 8685 8115
www.siennahomes.com.au

Maintenance Inspection Request Form

Client Name: _____

Date: _____

Property Address: _____

Mobile Phone: _____

Email: _____

List of items for Maintenance review:

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____
- 16 _____
- 17 _____

Please scan and email this form to support@siennagroup.com.au or forward by post to:
PO Box 2334, Rowville VIC 3178.

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