

SIX EASY STEPS WHEN APPLYING FOR A RESOURCE CONSENT

- Have a look at our District Plan to find out what you can and can't do.
- Check out our *Good Solutions Guide for Heritage Buildings*.
- Tell us about your ideas at a pre-application meeting.
- Get a heritage architect to draw up your proposals and help you prepare the resource consent application.
- Talk to your neighbours and any interest groups to check they are happy with your plans.
- Remember to provide all the documentation requested with your application – it makes the process much quicker and cheaper for you.

FOR MORE INFORMATION

For information about heritage, making changes to your property or our heritage fund, please contact an advisory planner or heritage advisor on 09 486 8600.

VALUING OUR BUILT HERITAGE

Making changes to heritage buildings
in North Shore City



VALUING OUR BUILT HERITAGE

Are you considering making changes to a heritage building in North Shore City? If so, this leaflet provides information on our heritage policies and applying for resource consents for heritage buildings.



WHAT IS PROTECTED?

We have a schedule of over 400 buildings, objects and places of heritage significance in North Shore City, as well as over 100 archeological sites. We have a special zoning for areas of broader heritage character (Residential 3 zone) which are generally in and around Devonport, Stanley Point, Northcote Point and Birkenhead Point. The zoning has special controls to ensure that development within these areas retains and reflects the historical character.



WHY PROTECT HERITAGE BUILDINGS?

Old buildings provide links back to our past and they enrich our environment. Areas that retain their character are popular to live in and often attract higher property values.

Heritage buildings, as with all buildings, need to be maintained, adapted to suit new owners' preferences and changes in lifestyle. They are also vulnerable to bad alterations and, to ensure the special heritage qualities of the building are preserved, it is necessary to have rules that guide appropriate change.

We have special controls in our District Plan for these buildings and sites. Whether your home is protected depends upon the zoning and any special provisions that apply to your property.

If you are proposing to carry out work to your home and it is in a Residential 3 zone or if it is scheduled, it is likely you will need to apply for a resource consent as well as a building consent.

Birkenhead library collection.



DO I NEED A RESOURCE CONSENT?

Scheduled buildings

If you want to repaint, repair or replace original elements that have been lost from the building you will not require a resource consent.

You will need a resource consent for the following:

- Restoration
- Additions
- Alterations
- Damage to any building
- Placing or fixing commercial signs.

This only applies to work carried out on the building's exterior. There are not usually restrictions on altering the inside of the building unless it is specifically noted in the heritage schedule.

Residential 3 (built heritage) zone buildings

You will need a resource consent if you are:

- Adding to or altering the roof, street façade or side elevations of a building
- Demolishing an existing building
- Constructing a new building.



Northcote library collection.

ALTERING A SCHEDULED BUILDING

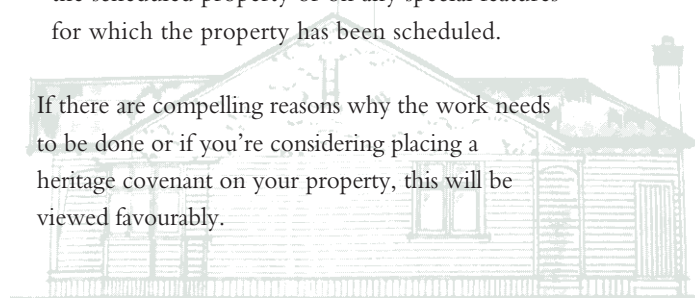
Scheduled buildings are subject to the controls of the zone they are in but as they are individually noted in the District Plan, the following criteria will need to be considered when applying for a resource consent:

- The significance of the building and the reasons why it has been identified in the District Plan
- The nature, form and extent of the proposed changes
- The special features or attributes for which the building has been recognised are protected or retained
- The effect changes will have on the character of the scheduled property or on any special features for which the property has been scheduled.

If there are compelling reasons why the work needs to be done or if you're considering placing a heritage covenant on your property, this will be viewed favourably.

SIDE ELEVATION

*Contractor
J H Arnott*



ALTERING A HOUSE IN A RESIDENTIAL 3 (BUILT HERITAGE) ZONE

Properties in the Residential 3 zone are subject to general planning controls for building height and coverage. If you are going to alter or build a new house, it is important to maintain the character of your property and ensure it reflects its surrounding environment.

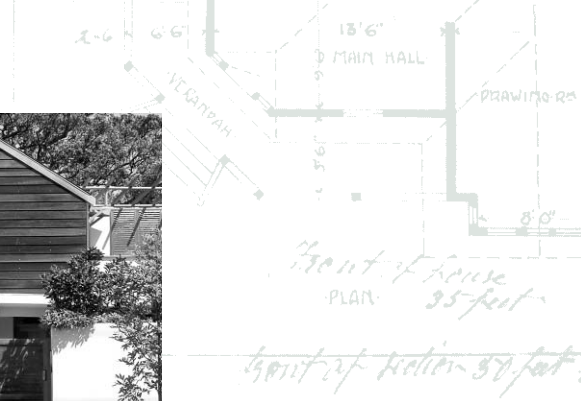
Altering existing buildings

Pre-1930 Buildings

- Altering the street façade is not generally possible, unless original detail is being uncovered or, in some cases, you are proposing alterations which are compatible with the original style. Changes to side elevations and the roof should preserve the heritage character of the house.
- Proposed changes should reflect the design characteristics of the building including the form, proportions and style of the structure.
- Changes to the building should be compatible with the surrounding buildings and the collective contribution they make to the area.
- The materials used should complement the house and generally be materials used when the house was originally built.

Post-1930 Buildings

The design and appearance of the proposed buildings, including their form, mass, proportion and materials should be in keeping with the surrounding residential buildings and streetscape. Proposed roof forms should reflect the original form of the house.



Constructing new buildings

In Residential 3 zones it is possible to subdivide and build new buildings that fit into the special character of the area. If you are planning to relocate or build a new building please consider the following:

- The design and external appearance of new buildings, including their form, mass, proportions and materials should be in keeping with the surrounding buildings and streetscape. Roof forms should reflect earlier roof forms in the area.
- The building should fit in with the traditional housing site layouts in the area, and maintain similar front and side yard positions. New buildings should have sufficient space around them to reflect the character of the area.
- Vehicle access and parking should complement the character of the neighbourhood.
- Street frontages should reflect the character of the area. Significant landscape planting should be conserved and front boundary fences and hedges retained or reinstated where possible.

Demolishing existing buildings

We are committed to encouraging, adapting and reusing heritage buildings and do not encourage or support demolishing existing buildings, especially those built before 1930.

District plan incentives

Changing heritage buildings is preferable to letting them fall into disrepair or be abandoned because new uses cannot be accommodated. We can reduce or waive any control in the District Plan if we are certain the proposal will restore, protect or maintain a heritage building. For example, Elizabeth House in Devonport was restored by allowing six units within the existing building on a site zoned for two units.

In Residential 3 zones, landscape design, fencing and planting, which are considered in resource consent applications, can help balance adverse changes to heritage buildings.

Elizabeth House, Devonport.



WHAT'S THE PROCESS FOR GETTING A RESOURCE CONSENT?

Applying for a resource consent can be time consuming and if your proposed changes do not comply with the District Plan they may have to be publicly notified. Public notification allows anyone who feels they may be affected by your proposals the opportunity to express their concerns. A sign will be placed in front of your property inviting submissions and the application will be advertised in local newspapers.

Notification can take up to three months.

Commissioners will listen to the submissions at a hearing and consider your application based on the District Plan requirements, and advice from council staff and heritage consultants. If your building is scheduled, we'll cover the hearing costs, if not, you'll have to pay.

For these reasons it is important to ensure that all aspects of your application are consistent with the District Plan requirements so it can be approved without having to be publicly notified. Other requirements such as parking, earthworks and tree protection will also need to be addressed and we can arrange a pre-application meeting to help ensure you have all the information needed for your application.

The following steps are a quick way to resource consent application approval:

PREPARE UP FRONT

Planning is essential and can speed up the process.

Check out our heritage guidelines

Our *Good Solutions Guide for Heritage Buildings* offers information on how to add to your heritage property and provides acceptable solutions for altering them. Copies are available from all council offices or on our website: www.nssc.govt.nz.

Seek our heritage advice

Contact us to discuss your ideas before considering work to a heritage building or even before purchasing your home. We can advise you about altering heritage buildings and assist you with your proposals. Contacting us early can save you time and money. Our pre-application meetings can prove extremely valuable.

Employ a heritage architect and/or planner

A heritage architect and/or planner will be familiar with our planning requirements and have experience in altering old buildings. They will be able to meet your needs and develop a design that satisfies our heritage requirements. They will also be able to help with submitting your resource consent application. We have a list of experienced heritage architects which we are happy to supply you.

Consult with informed local groups

Talk to your neighbours about your proposal and seek their agreement. Let your local heritage group such as Devonport Heritage know and gain their support. If possible get neighbours to sign your plans and other interested parties to provide letters of support.

Provide all the necessary information

We can provide a checklist of items you will need to supply as part of your resource consent application. Visit our website or contact our Environmental Services division on 486 8600 for a copy. You can also include plans of the existing building as part of your application to help us assess the changes.

What we can do

- Give you friendly advice on your property and how best to make changes
- Provide guidelines for altering heritage buildings
- Offer development incentives in the District Plan
- Waive processing fees for owners on the heritage component of the application of scheduled buildings
- Advise about our heritage trust which makes grants available to owners of scheduled buildings to assist in building restoration.

Scale 8 inch = 1 foot

