

# HERITAGE DESIGN GUIDE

August 2017









## Contents

Page

Introduction	1
Why we should protect heritage	3
Heritage conservation	5
Conservation plans	7
Repair and maintenance	11
Alterations and additions	13
Relocation	17
Demolition	19
Re-use	21
Signage	25
Earthquake strengthening	27
Subdivision	29
New buildings and structures	31
Historic sites	33
Glossary	37



# Introduction

Heritage items such as buildings, structures and places make a significant contribution to the establishment of a city's identity and sense of place. These elements are an integral part of Hamilton's character and its future development.

Heritage items are at risk from the changing environment, and once they have been destroyed they cannot be replaced. It is therefore essential that Hamilton's heritage assets are protected from changes that reduce their quality and value.

## Purpose of this Guide

The purpose of this assist owners, builders, planners involved in items to enhance those qualities that their heritage values.

design guide is to designers and works to heritage and protect contribute to

This design guide does not have a statutory role but rather it will act as a guide to help to highlight the types of works that would be supported by Hamilton City Council and those works that would be discouraged.

The design guide will demonstrate how well-considered works can achieve levels of comfort and amenity sufficient to satisfy contemporary lifestyle expectations, while maintaining the integrity of heritage items. These guidelines are based on the view that heritage conservation should not act to prevent change, but rather to allow change in an appropriate and sympathetic manner.



The intent is for the design guide to be a resource that will:

- Provide information on how to undertake works to heritage items in a way that ensures the heritage values of that item are retained.
- Encourage the design of new buildings to respect and promote surrounding heritage items.

This design guide aims to provide owners with general guidance and is not intended and should not be used as an alternative to seeking the assistance of a heritage professional regarding any works proposed on a heritage item. This design guide is not a substitute for the requirements of the District Plan. You are encouraged to obtain the advice of a professional with regards to the requirements of the District Plan when undertaking any work on a heritage item.





# Why should we protect heritage?

Protecting and conserving heritage is essential to ensure the story of Hamilton, dating back to pre-European settlement, is told and passed on to future generations.

## What the law requires

The definition and interpretation of 'heritage' is taken from a number of sources including the Resource Management Act, Heritage New Zealand Pouhere Taonga Act, the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act and the Reserves Act.

These documents identify the following as heritage:

- Built heritage
- Archaeological sites
- Natural heritage
- Cultural sites
- Places or areas of special significance to Maaori
- Significant trees
- Landscapes
- Cemeteries
- Taonga
- Artifacts
- Documentary heritage.

The Council is required to:

- Collect, manage and maintain heritage documents, oral history and artifacts through the libraries, museums and archives.
- Protect and manage natural heritage and historical items and sites.
- Protect regionally significant natural and cultural heritage resources under the Waikato Regional Policy Statement.

In addition, under the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act and the Waikato-Tainui Environmental Plan, the Council is required to increase its engagement with Waikato-Tainui to ensure their participation in resource and environmental management matters.

The Council is also required under the Resource Management Act to ensure both historic and natural heritage is sustainably managed.







*Beale Cottage - Original  
Construction 1872.*

The Resource Management Act identifies matters relating to heritage, cultural and natural areas as being of national importance by recognising and providing for the following:

- The preservation of the natural character of the coastal environment, wetlands, and lakes and rivers and their margins.
- The protection of outstanding natural features and landscapes.
- The protection of areas of significant indigenous vegetation and significant habitats of indigenous fauna.
- The relationship of Maaori and their cultural and traditional links with their ancestral lands, water, sites, waahi tapu and other taonga.
- The protection of historic heritage from inappropriate subdivision, use, and development.

### **Heritage Items**

Heritage items include buildings, or group of interrelated buildings, structures (for example bridges, memorials, monuments, and water towers) and special heritage precincts. Built heritage not only includes the external elements (for example façades) but also elements located within buildings (for example fixtures and fittings).

### **Historic Sites**

Historic sites can range from cultural places that represent the presence of human settlement, both Maaori and European. Historic sites can also be places or areas of significance to Maaori such as waahi tapu or other places associated with ancestors such as waahi tupuna.

Archaeological sites are defined as sites associated with human activity that occurred prior to 1900 or sites that can, through archaeological methods, provide evidence relating to the history of New Zealand. It must also be noted that structures can be deemed to be archaeological sites if they are associated with human activity that occurred prior to 1900. Archaeological sites are controlled under the Heritage New Zealand Pouhere Taonga Act 2014.



# Heritage Conservation

## General Principles

### **Identify why the heritage item is significant**

When establishing the importance of a heritage item one needs to understand what makes the item significant and what physical aspects, and possibly what less tangible values of the item define this significance.

### **Protect the heritage-defining elements**

The character-defining elements of the heritage item that reflect its heritage significance in a visual and material way should be respected, retained and preserved.

### **Protect the heritage items sense of place**

Moving or relocating a heritage item or altering the heritage-defining element will affect the values associated with it. One of the key elements of protecting heritage is ensuring the item retains its sense of place. The preservation of the surrounding grounds and associated elements (fences, walls and landscaping) are important.

### **Avoid the creation of a false heritage fabric**

The creation or enhancement of a heritage fabric that previously did not exist or the alteration or adding to the existing fabric for which there is not clear documentary evidence, can be misleading and detract from the items true history.

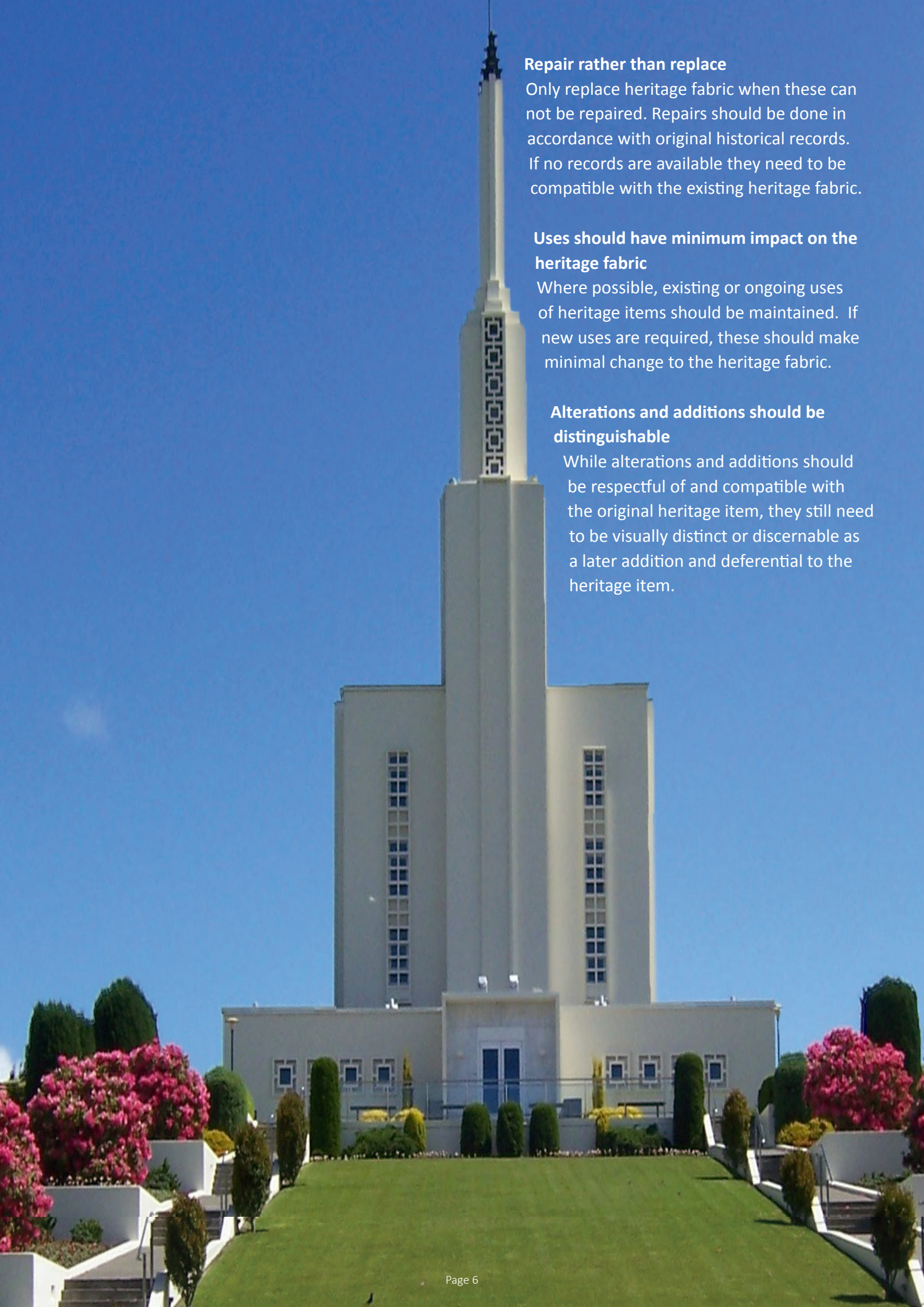
### **Ongoing maintenance**

Maintenance of heritage items is important. Ongoing maintenance will result in not having to undertake drastic repairs or incur substantial loss of original material, which could be detrimental to the heritage fabric of the item.

*Hamilton New Zealand Temple  
of the Church of Jesus Christ of  
Latter-day Saints*







### **Repair rather than replace**

Only replace heritage fabric when these can not be repaired. Repairs should be done in accordance with original historical records. If no records are available they need to be compatible with the existing heritage fabric.

### **Uses should have minimum impact on the heritage fabric**

Where possible, existing or ongoing uses of heritage items should be maintained. If new uses are required, these should make minimal change to the heritage fabric.

### **Alterations and additions should be distinguishable**

While alterations and additions should be respectful of and compatible with the original heritage item, they still need to be visually distinct or discernable as a later addition and deferential to the heritage item.



## Conservation plans <sup>1</sup>

A conservation plan documents the history, fabric, and cultural value of a heritage item. It also assesses its significance, describes the condition of the item, outlines conservation policies for managing the heritage item, and makes recommendations for its conservation.

It is a way of establishing what is important and help decide on the most appropriate way of using and caring for the heritage item.

Before starting works on a heritage item or considering its use it is important to have prepared a conservation plan for the heritage item. The conservation plan will form an important part of any resource consent or building consent for the heritage item and may be used as a supporting document for any funding application.

The preparation of a conservation plan must not be an end in itself, but a necessary management tool. This plan should be a living document, having a defined purpose, and used and updated on a regular basis. The plan should provide guidance for management and expenditure decisions relating to the conservation of the heritage item. The preparation of a Conservation Plan should be as objectively as possible and not with the intent to tailor it to suit a particular future development plan for a heritage place.

The objectives of a conservation plan are:

- to identify the significance of the heritage item or archaeological site, and

- to set out a policy and strategy framework for the management and conservation of the elements that contribute to its significance.

### What needs a conservation plan?

All historic item should have a conservation plan prepared for it. Having a plan is helpful where the future use is unknown or undecided, or where major work is anticipated.

### How do you prepare a conservation plan?

This will depend upon the size and complexity of the project. Usually an heritage architect or archaeologist would undertake the preparation of a conservation plan to ensure that the assessment and the description of its components are complete and accurate. In some cases particularly with large items the preparation of a conservation plan may require a team of many professionals and should be led by a qualified heritage professional.

### What should a conservation plan cover?

Conservation plans do not need to be complex documents; they should be easy to read. The level of research and conservation detail, and the scale of the place will be determined by the items size. The plan can be a complex document such as for an important public building. For a smaller item the level of documentation may be lower. It is important to follow the basic steps - investigation; assessment; policy; action - and to complete each step before the next.

<sup>1</sup> - Guidelines for preparing Conservation Plans, New Zealand Historic Places Trust Pouhere Taonga, Second Edition 2000.

Frankton Hotel 1929





A conservation plan should contain the following:

### **Introduction**

Provide a brief description of the site and specify the authorship of the conservation plan, its date of preparation, the stakeholders, and the intended recipients.

### **Summary**

Summarise the main conclusions and recommendations made in the plan either for physical interventions or management strategies, and put them under the categories of urgent, necessary and desirable, with a programme and timetable for implementation.

### **The site**

Identify the site by name, address, location, grid reference and current ownership. Provide information on the scheduling, category of listing.

### **Assessment of significance**

Establish the historical and cultural significance of the site, noting any features of related interest (for example natural heritage). If not already in existence, and where necessary, commission relevant specialist reports from archaeologists, architects, landscape architects, surveyors, structural engineers, architectural, garden, art and furniture historians, ecologists and others appropriate to the type and scale of the site.

### **Structure of the conservation plan**

Prepare a resource audit, including: a site survey; a schedule of elements of interest both within the site and the immediate and wider setting; a statement of the recorded history of the site and its contents; its construction, materials and decoration; hard and soft landscaping; previous interventions and repairs, and earlier and current uses. It should also identify any gaps in the knowledge of the site. For large or complex sites it is desirable to summarise the assessment of significance.



*Cadman's Garage - Victoria Street 1928.  
Hamilton City Libraries - HCL\_M00626.34*



## Assessment and analysis of conservation needs

Having identified the cultural significance of the site, an assessment of its particular problems and sensitivities is required along with consideration of the options available for its conservation. Issues to consider will include:

- Identification of the current use of the site and consideration of any need for an appropriate change of use.
- The condition of the item and any need for repair.
- Any constraints imposed by consent requirements.
- Actions needed to conserve or restore the setting of the item.
- Identification of any development issues and opportunities.
- Any public access requirements or limitations;
- Servicing needs.
- The costs of the various recommended measures.
- The likely resources available for the item, both immediate and in the future.

Having considered the options available, the proposed actions should be identified and justified. An assessment of the effect on the item relating to any proposed works should be prepared by way of a table, checklist or other form.

## Action plan

Having identified what needs to be done, a statement should be prepared setting out the actions necessary to preserve the cultural and historic significance of the item. These might include:

- Repairs needed to any structure,

finishes and contents, setting out priorities and categorising them as Urgent, Necessary and Desirable.

- Actions required to conserve or restore the setting of the item.
- Identification of appropriate materials and technical skills and their sourcing.
- Compliance with statutory requirements;
- An ongoing maintenance schedule.
- A management plan appropriate to the item;
- Provision or retention of public access and its promotion.
- Enhancement of the presentation of the item to improve public understanding and enjoyment.
- Creation of a framework for the management of the item and any future interventions;
- Recording of change and the maintenance of an archival resource.
- Opportunities for development and design parameters.

The action plan should identify clearly who has responsibility for the actions and also identify possible sources of funding for the implementation of the action plan.

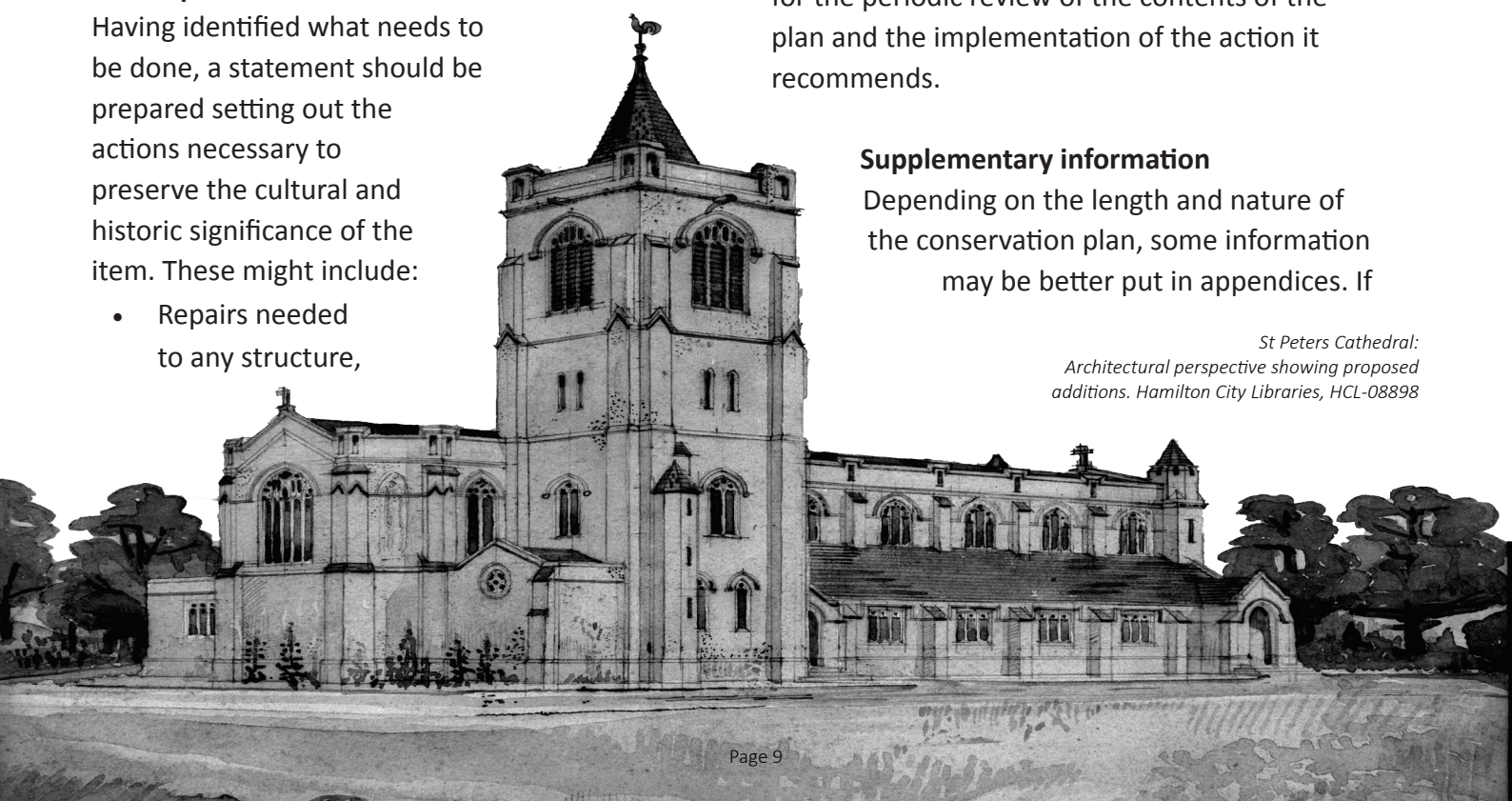
## Review

The conservation plan needs to set out a program for the periodic review of the contents of the plan and the implementation of the action it recommends.

## Supplementary information

Depending on the length and nature of the conservation plan, some information may be better put in appendices. If

*St Peters Cathedral:  
Architectural perspective showing proposed  
additions. Hamilton City Libraries, HCL-08898*





these are lengthy they may be best contained in a volume separate from the conservation plan itself. The appendices should include the following, as appropriate:

- Bibliography and references.
- Specialist reports and documentation.
- Plans, photographs and other site data.
- Visitor survey data.
- Systematic site survey, its geography and topography.
- Building maintenance schedule, which should include:
  1. Clearing leaves, controlling plant growth, removal of bird soiling, inspecting for insect or fungal attack.
  2. Removal of graffiti.
  3. Minor repairs to tile roofs and other roof coverings and maintenance of guttering.
  4. Inspection and clearing of underground drainage.
  5. Repairs to masonry and external finishes.
  6. Preventative treatment against insect or fungal attack.
  7. Repairs to internal finishes.
  8. Glazing and pointing repairs.
  9. Internal decoration.
  10. Maintenance of landscaping.
  11. Maintenance of any interpretative panels and presentation schemes.

## Other types of conservation documents

A conservation plan is the most extensive and complete document used to guide the future use and conservation of a heritage item. Other simpler documents may be used where the heritage item is not complex, for example:

**Cultural heritage assessment** - identifies the existing fabric of the item and its origin. It contains a brief summary statement about how the place might be developed and conserved. This is useful where a place does not need immediate conservation and its future has not been decided.

**Conservation or structural report** - commissioned to assess the current condition of the heritage item. This report should contain a brief condition survey and prioritised recommendations for repair. This type of report would be used where remedial work is necessary, and where there is no proposed change in use. Buildings or structures that have a continuous use but require some detailed maintenance work would benefit from this type of report.

**Cyclical maintenance plan** - focuses on the maintenance of a heritage item in its existing state. This may be appropriate where relatively minor repair is required and where there is no proposed change in use.



Hamilton Courthouse Built in 1930  
HCL\_15703.



## Repair and maintenance

Like any other building or place, the continued repair and maintenance of heritage items is an important part in protecting their heritage values.

Repairs and maintenance does not only ensure the building is presented well but also avoids more expensive and invasive works later on and/or the loss of original features or fabric altogether.

Generally, maintenance and repairs is the replacement of existing materials with the same or similar materials.

The maintenance of heritage items should occur on a regular basis and should be undertaken in accordance with a maintenance plan or programme of works.



*Retain heritage fabric and features - buildings do not have to look like new. Aged elements help us to understand the items historic character*

### Principles:

- The proposed works are consistent with the identified heritage values, including scale, design, form, style, bulk, height, materials and colour, and retain, protect or enhance the historic context.
- The proposed works provide for the on-going maintenance of the building, structure or place to ensure that it is preserved and that damage is prevented.





*The detailing associated with a heritage item is unique to that item and therefore it is important to try and retain*



### Check List;

- Has a maintenance plan been prepared?
- Is the work necessary?
- Is the work being carried out by a tradesperson with experience in working with heritage buildings?
- Are materials being replaced with "like for like"?
- Are there records showing details of work to be restored?
- Is best practice being followed?
- Is the work being recorded according to current best practice?

### When undertaking maintenance or repairs owners should consider the following:

Heritage items should be maintained regularly.

Prepare a maintenance plan to inform ongoing maintenance and repair.

The historic values of a building or structure should be respected.

When undertaking maintenance or repairs to the heritage fabric of a heritage items sound conservation practices should be followed.

Repair rather than replacing.

The use of incompatible materials should be avoided when undertaking repairs. Where it is necessary to use new materials, they should be documented and distinguishable by experts.

Only undertake restoration or reconstruction work if there is clear evidence of the original form and detail.

Maintenance or repair work should be recorded in accordance with best practice.

New works should be limited and the long-term retention of the heritage values of the item should be considered.



## Alteration and Additions

Heritage items sometimes need to be adapted or altered to enable the items continued use. Changes to a heritage item should be done in a way that respects the historic fabric of the item.

A new addition or an alteration to a heritage item should be compatible with the overall character of the heritage item and its character-defining elements. At the same time it should be visually distinct or discernable as a later addition, and deferential to the heritage item.

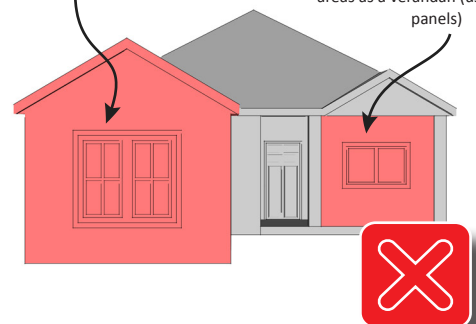
When undertaking additions and alterations it is best practice that these works be informed by a conservation plan for the building prepared by an appropriately qualified heritage professional.

Changes to a heritage item should be managed in a way that respects the building. The following guidelines are provided for work involving additions and alterations.



Additions to the front of a heritage building is discouraged. However if additions are proposed to the front these should be undertaken in a way that does not diminish the character of the building and consideration should be had for the design, materials and size of the addition

Closing in of verandahs should be avoided. If verandahs are enclosed this should be done in a way that still identifies the areas as a verandah (use of glazed panels)

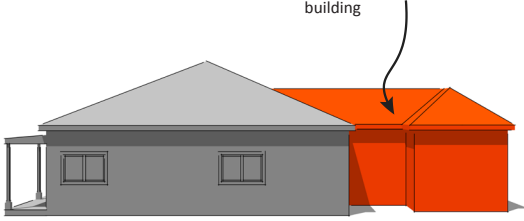


### Principles:

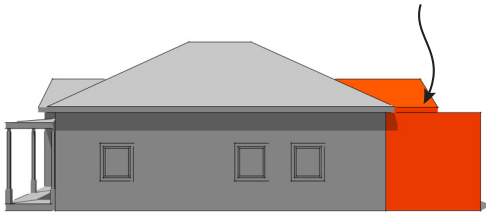
- The proposed alterations or additions are consistent with the identified heritage values, including scale, design, form, style, bulk, height, materials and colour, and retains, protects or enhances the historic context.
- The heritage item maintains its visual linkage to the street.
- Is compatible with the heritage significance of the heritage item.
- Contributes positively to the character of the surrounding area and maintains the relationship of the heritage item to its setting.



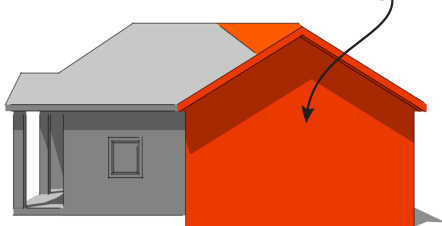
Pavilion style additions are mainly used for large additions and is achieved by introducing a link between the original building and the new addition. To minimise the impact on the street view of the building proposed additions should be located behind the original building



For larger additions the use of a combination of rear wing and lean-to building forms is recommended. This will help to ensure that the scale and bulk of new additions do not overshadow the original building



Side additions should only occur to heritage item where space allows for it and it is clearly designed to ensure the additions are in portions to the original building



## The following guidelines should be considered when altering or adding to a heritage item:

Respect the design, form, scale, materials, workmanship and setting of the heritage item when undertaking alterations and additions.

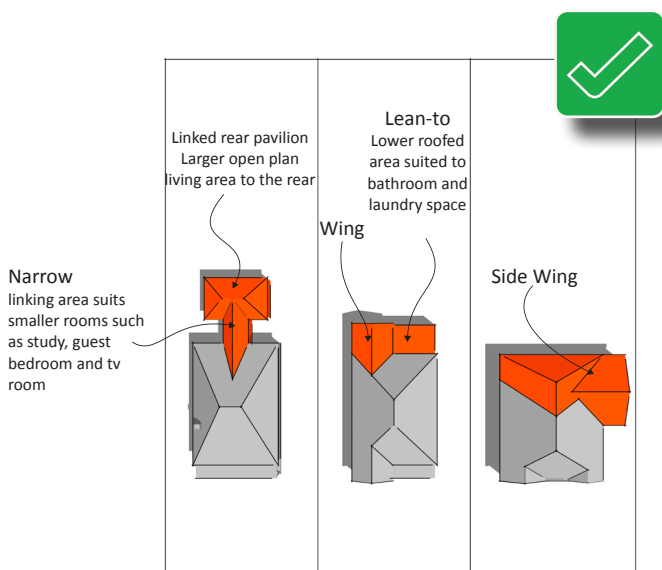
The front, sides and roofscape of a heritage item should not be altered and original details should be retained. The enclosing of verandahs and changes to the roof line should be discouraged.

Traditional methods of additions and alterations should be encouraged. The use of lean-to additions or the construction of a new building that links to the original structure should be considered.

Alterations and additions should either be designed in a manner sympathetic to the heritage fabric or in an understanding modern manner:

1. Sympathetic design approach - apply a design approach that is sympathetic in relation to massing and roof form to the original structure while ensuring the alteration or addition has a limited impact on the view from the street.
2. Understanding design approach - use similar materials and emphasise existing patterns of door and window openings while still being distinguishable from the existing heritage item. Exact reproduction of the existing heritage details is not encouraged.

Materials used for additions and alterations should be compatible with the original material. Wall cladding and roofing materials should have a similar profile to that of the original. The use of steel or aluminum joinery and synthetic materials such as metal tiles should only be used if they were part of the original heritage fabric of the building.





Consider the location of services such as telephone, network cabling, security, satellite dishes and aerals to ensure that they avoid affecting main features or original fabric of an item, and are as visually unobtrusive as possible.

New garages and carports should be confined to the rear of the property. If this cannot be achieved then a carport located to the side of the heritage building is recommended. Ensure the scale, form and massing of a new garage does not compromise the heritage item.

Historic elements associated with the heritage item such as walls, fences, paths and historic planting should be retained. New fencing and planting that obscures the heritage item from view from public space such as roads and parks should be avoided.

Existing site elements such as the space surrounding the heritage item, the front and side yards and the separation between existing buildings both on the same site as well as adjoining sites should be respected.

Where possible retain original or old shop fronts and verandahs.

Consider basing new shop fronts and verandahs on the original design. Use old photos to inform what was original. In the absence of documentary evidence of the original, a discernably new design can be informed from neighbouring similar buildings.

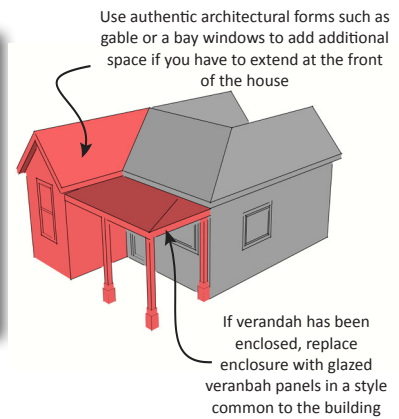
Ensure the design of shop fronts and verandahs are consistent with the architectural character of the building

All new work should be recorded in an appropriate manner.

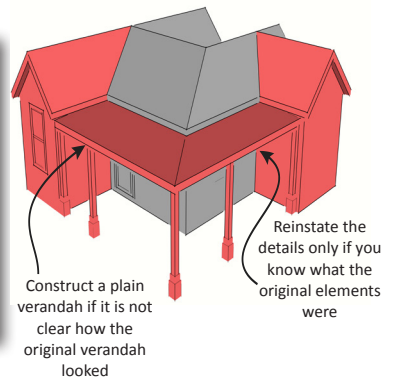
## Villas



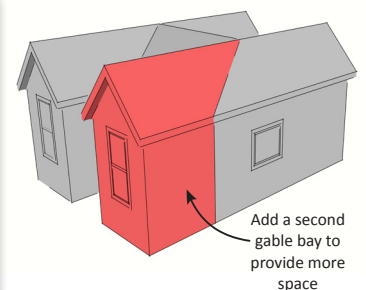
*Bay and verandah added*



*Return bay added and connected by a return verandah*



*Additional bay to match existing bay*

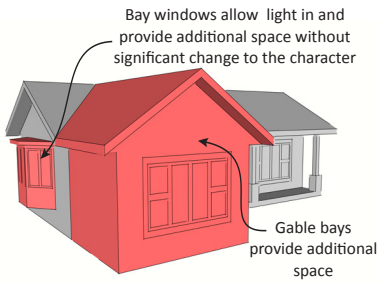


### Check List:

- Is the work necessary?
- Has the heritage significance of the building been identified?
- Is the detailing and form in keeping with the original style?
- Have additions and alterations to the rear been considered rather than extending the building to the front?
- Does the work retain as much of the original fabric as possible?



## Bungalows

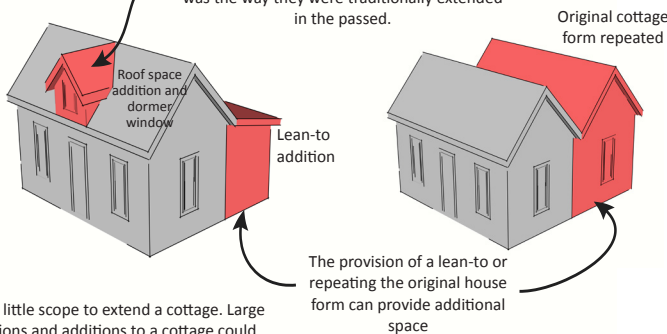


*Bay window and gable bay added*

Lower roof pitch and lack of symmetry means bungalows have the ability for a greater range of change while still keeping with the informal character of the house

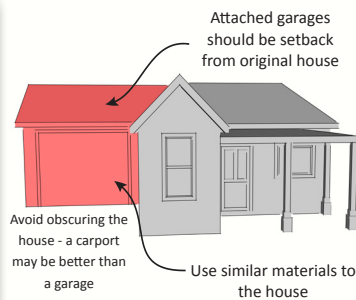
## Cottages

Consider the scale and shape of the roof before developing roof space. Roof changes should be avoided unless it is clear that this was the way they were traditionally extended in the past.



There is little scope to extend a cottage. Large alterations and additions to a cottage could transform it into a villa

## Garage



Consider location of garage and whether it needs to be attached to the house. If attached, ensure garage is setback from the house. Use similar materials to those of the house

When undertaking alterations and additions to a heritage building or structure the building will be required to meet accessibility codes, for access to and within the building, and toilet facilities. Any accessibility entrance should:

Provide access that is independent and dignified.

Be part of the main entrance to the building where it is possible to achieve without adversely affecting the item physically or visually. An alternative separate entrance should only be considered to preserve the heritage fabric.

Use materials that are in keeping with the heritage fabric of the building and existing entrance.

Should involve works that result in a minimal loss of the historic value of the building.

Ensure that no heritage features are hidden or damaged.

Avoid the requirement to create a new entrance on the main facade of the building.

- Will the additions or alterations maintain the scale of the original heritage item?
- Do the works use appropriate materials?
- Have existing site elements and open spaces around the heritage item been retained?
- Is the work being carried out by a tradesperson with experience in working with heritage items?
- Has the work being undertaken been recorded in accordance with best practice?



## Relocation

The relocation of heritage items from their original location is discouraged. Where possible, a heritage item should be retained on its original site and its original setting.

One of the key principles of heritage conservation is to maintain the heritage items true sense of place and integrity. Where the heritage item was built is important to interpreting its significance - both its specific setting and orientation, and in relation to the wider context in which it is situated. Preserving its grounds and environs is important to preserving its sense of place.

The relocation of heritage items should only be considered as a last resort where the location has no direct link to the heritage significance of the building or structure or where the site on which the heritage item is located is in immediate danger from natural disasters or has been so compromised that the values associated with the setting have been greatly and irretrievably diminished.



*Hamilton Railway Station building relocated to Waikato University and re-purposed as offices and student facilities*

### Principles:

- Retaining heritage items on the original site is encouraged.
- The new location , on the original site or a new site (preferably within the same neighbourhood that the heritage item is associated with), should still provide a setting that is compatible with the heritage values of the heritage item.
- The protection of the heritage item through relocation is the last resort.





*Above: Claudelands Grandstand being relocated on the same site*

*Below: Claudelands Grandstand following relocation and adaptive re-use*



The relocation of heritage items is discouraged but may be considered in the following exceptional cases:

Where adequate consideration has been given to whether the relocation is necessary and if appropriate measures are proposed to ensure any potential adverse effects on heritage values are avoided, remedied or mitigated.

Adequate consideration has been given to relocating the heritage item on the current site rather than relocating it off-site.

When relocating on-site, consider whether it continues to contribute positively to the character of the surrounding area, including views from the public spaces (such as streets and parks).

When considering the option to relocate, both on and off site, this should be informed by a advise from a heritage expert.

Heritage items that are to be relocated should be recorded and documented in their existing location as well as during the removal/relocation process and in their new location, in accordance with current best practice.

#### Check List

- Have all other alternatives been considered?
- Does the new site still continue to contribute to the heritage value of the building?
- Has the advice of a heritage expert been sought?
- Has the proposed relocation been recorded?



## Demolition

The retention of heritage items is strongly encouraged. The destruction of heritage items removes the ability for future generations to understand or remember a place, an event, and the values the buildings, structures and places represent.

Heritage items are finite and once they have been destroyed they cannot be replaced. Once they are gone the city loses its connection to its past.

In some cases existing additions and alterations could have had a negative impact of the historic values of a heritage item and in these situations partial demolition of these alterations and additions would be acceptable. However, it must be acknowledged that in some cases alterations and additions to heritage items may have historical value of their own contributing meaningfully to the ongoing history of a place.



*The National Bank of New Zealand building located on the corner of Bryce Street and Victoria Street. Built in 1920  
Hamilton City Libraries - HCL\_M01063.41*

### Principles:

- Adequate consideration is given to whether the demolition is necessary.
- When the option to demolish is considered this should be informed by heritage experts and specialist heritage engineers and include economic feasibility assessments.
- If a heritage item is to be demolished it should be recorded and documented both prior to the demolition as well as during the demolition process, in accordance with current best practice.



The demolition of heritage items is discouraged and would only be considered in exceptional cases such as:

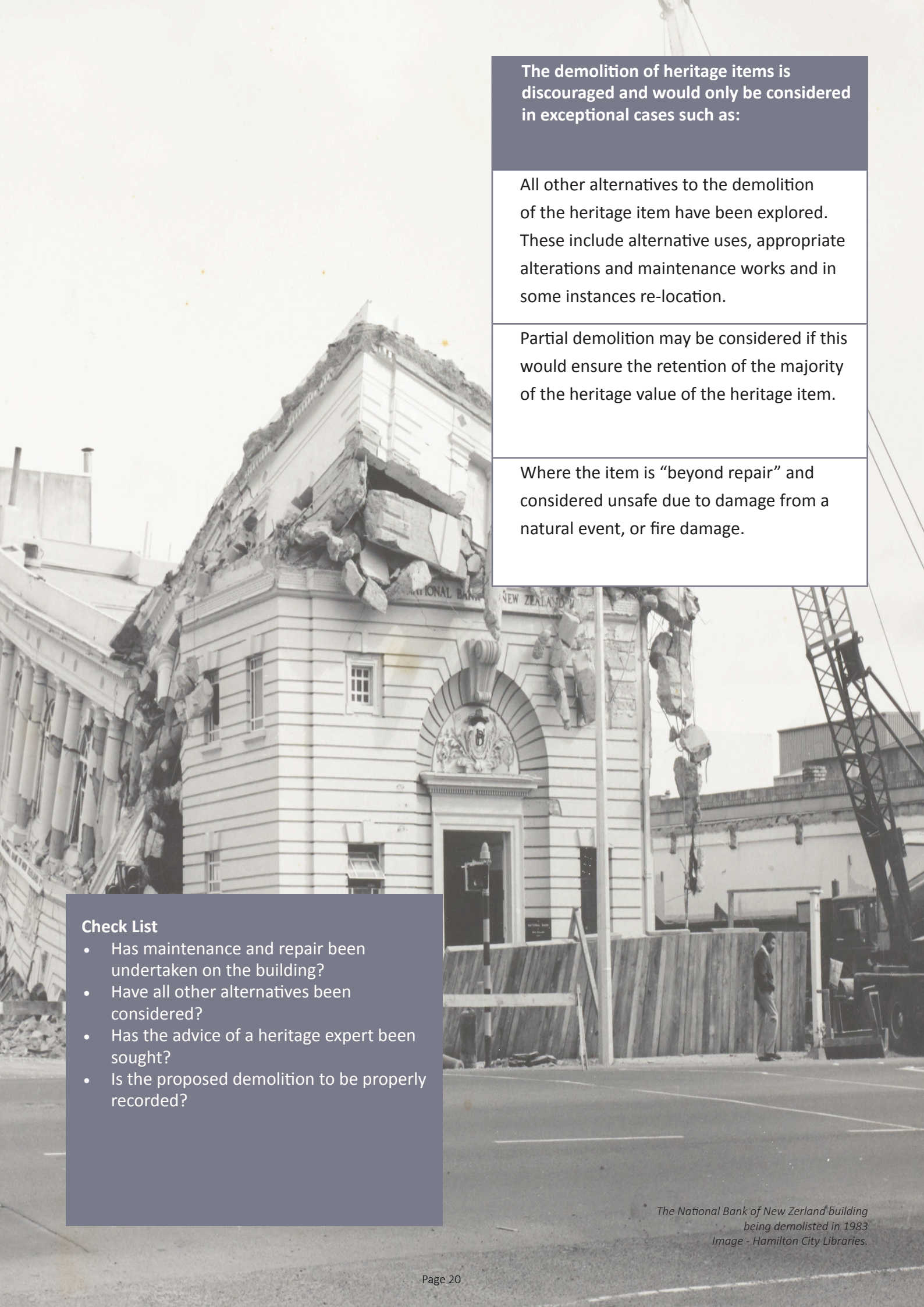
All other alternatives to the demolition of the heritage item have been explored. These include alternative uses, appropriate alterations and maintenance works and in some instances re-location.

Partial demolition may be considered if this would ensure the retention of the majority of the heritage value of the heritage item.

Where the item is “beyond repair” and considered unsafe due to damage from a natural event, or fire damage.

#### Check List

- Has maintenance and repair been undertaken on the building?
- Have all other alternatives been considered?
- Has the advice of a heritage expert been sought?
- Is the proposed demolition to be properly recorded?



*The National Bank of New Zealand building  
being demolished in 1983  
Image - Hamilton City Libraries.*



## Reuse

Maintaining a property's original or long-term historic use is preferable, however, this may not be feasible in some cases. When selecting a new use(s) for a heritage item, ensure that the new use(s) are compatible and will require minimal change to the property's character-defining elements.

Having a use for a heritage item is beneficial to the ongoing protection of the item. The continued use of a heritage item has many sustainable, cultural, and economic advantages; however the process and decision on the use of a heritage item needs to be carefully considered and managed. Obtaining the appropriate advice from a heritage consultant will help to identify and implement appropriate uses for the heritage item.





**When considering a reuse for a heritage item the following should be considered:**

Encourage retaining the existing use when it is integral to the significance of the heritage item:

1. Ensure the relationship between the heritage item and the site is retained.
2. Encourage the ongoing practices or association that contribute to the cultural significance of the item.
3. Where heritage items were accessible to the public, encourage this to continue.

The use should be compatible with the heritage item and should involve minimal changes:

1. Encourage adaptive reuse of the item that has a minimal impact on its heritage significance.
2. Any changes to the significant features and fabric should be kept to a minimum and only occur after considering alternatives.
3. Adaptive reuses that require extensive changes to the item that result in a loss of heritage significance should be discouraged.
4. Existing fabric, use and associations and meanings should be recorded using current best practice prior to any adaptive reuse being undertaken.





*The former Grand Central Hotel constructed in 1915 now being used as a bar and restaurant*

Adaptive reuse gives new life to heritage items rather than freezing them in the past. It allows owners to explore options other than the extremes of losing the heritage item through demolition, to losing the use of the item through the item turning into a museum. By introducing a new use to the item the adaptive reuse becomes part of its ongoing history; it becomes just another stage in its story rather than the final chapter in the story.




*The 'Lenscrete' dome located in the Central post office now been repurposed and used as a casino*

#### Principles:

- Encourage the retention of the existing use when it is integral to the significance of the heritage item.
- Ensure any use is compatible with the reasons for protecting the heritage item and its significance.
- When changing the use consider the resilience of the heritage features to change (e.g. the ability of the features to assimilate change, or the vulnerability of the heritage fabric to change).



A photograph of the Former Bank of New Zealand Building, a grand classical structure with white stone columns and arches, illuminated by warm golden light. The building features ornate carvings and a prominent arched window with a balcony.

When changes are undertaken ensure they do not impact on the heritage significance of the item:

1. Consider the location of services such as telephone, network cabling, security and aerials to ensure that they do not impact on the heritage significance of the item and are as visually unobtrusive as possible.
2. The exterior decorative schemes should be complementary to the heritage significance of the item.
3. Consider paint colours that reflect the age of the heritage item.

Changes made when adapting a heritage item for reuse should be able to be reversed:

1. Make changes to an item in such a way that they can be reversed/removed to allow for the future conservation of the building.
2. Alterations and additions undertaken to allow for adaptive reuse should be done in a way that, if removed in the future, the original heritage fabric will be unimpaired.
3. Non-reversible changes should only be considered when there is no other alternative to ensure the integrity of the heritage item.

#### Check List

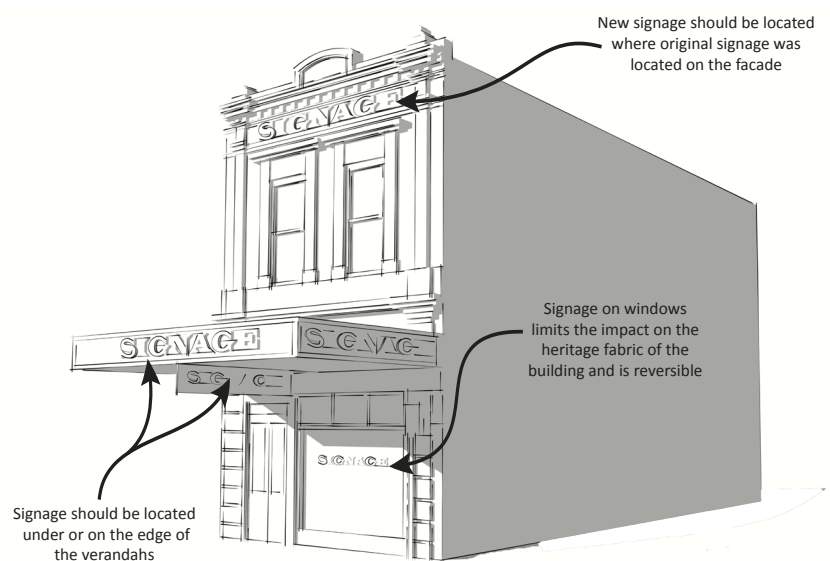
- Is the current use being retained?
- Is the proposed use compatible with the heritage item?
- Will any required changes negatively impact on the heritage features and fabric of the heritage item?
- Are changes to the heritage item able to be reversed?

*Former Bank of New Zealand Building -  
Constructed in 1878. Currently being used as a  
Bar and Restaurant*



## Signage

To ensure the continued use and economic viability of heritage items, particularly buildings used for commercial purposes, signage is essential. The provision of signage on heritage items and within its surrounding should be done in such a way that allows for the continued promotion of activities within the building without compromising the historic values of the building, structure and/or its surroundings, including visually dominating it.



*Signage should be located in areas that do not impact on the heritage fabric of the building. All signage should be reversible and not damage the facade of the building*

### Principles:

- Consider the cumulative effects of signage on a heritage item.
- Limit the number and size of signs to reduce the impact on the heritage fabric of the heritage items.
- Consider the location of signage to ensure the continued visual linkages between the heritage item and the street.





**Above** - Signage positioned to obscure the heritage fabric of the building. Hamilton City Libraries - HCL\_M02526

**Below** - Signage appropriately located on the same building to ensure heritage fabric is visible and design and colours of signage compliment heritage of the building



Housing NZ Building now being used as an art gallery.  
Constructed in 1938 Hamilton City Libraries - HCL\_16562

### Check List

- Is the new signage appropriately located?
- Does the signage obscure the heritage fabric of the heritage item?
- Are there too many signs?
- Do the colours complement the heritage item?
- Can corporate signage be adapted to be more sympathetic to the heritage values of the heritage item?
- How does the lighting impact on the heritage fabric of the heritage item?

**When considering signage for a heritage building, structure or place the following should be considered:**

Does the sign respect the character of the facade of the heritage item?

Is the signage located where it would have been traditionally located? Where a historical sign exists and is part of the heritage fabric of the heritage item, it should be preserved. It might be overlaid by a new sign, but it should not be removed from the heritage item.

Is the sign sized and located in a way that does not obscure or cover the heritage features of the heritage item or views of the item from the street?

It is generally preferable for these signs not to be affixed to the heritage item, but to be free standing. Signage that is attached to the façade of a heritage item has the potential to damage or destroy the heritage fabric of the item.

Are colours proposed appropriate to the historic fabric of the heritage item?

Is the number of signs necessary?

If the sign is to be illuminated, has the location and type of lighting been carefully considered to ensure the least impact on the heritage values of the heritage item? Lighting for signs should be compatible with their heritage context and should be coordinated with the lighting of the property and item itself. Modern animated or other digital media signs should be avoided as they may detract from the heritage character of the heritage item.

Corporate signage should be adapted to be compatible with the heritage fabric of the heritage item.



# Earthquake strengthening

When earthquake strengthening heritage items there are several objectives that should be considered. These are not fixed rules, but rather guidelines for encouraging earthquake strengthening that is complementary to the heritage fabric.

When undertaking earthquake strengthening engineering professionals who have specialist knowledge and experience in seismic strengthening engineering design, and ideally experience in relation to heritage buildings/structures should be considered.

## **Identify the significant heritage fabric of the heritage item**

Seismic upgrades should avoid destruction of the identified heritage fabric, or undermining individual heritage elements of the item. When these elements have been identified and recorded, care should be taken to preserve these.

## **All work should involve minimal intrusion**

When undertaking earthquake strengthening only do as much as needed and change as little as possible. However, in some cases doing additional work may result in a better outcome for the heritage item. Changes to the fabric of a heritage item can mask its true significance and therefore any proposed works to a heritage item needs to consider this and changes recorded appropriately.

## **Earthquake strengthening work should be reversible and efficient**

As earthquake strengthening technology and techniques change and improve allowing for the proposed works to be reversible. This will enable new technology and techniques to be implemented in the future to better preserve the building.



*Using experienced contractors to undertake earthquake strengthening*

### **Principles:**

- Earthquake strengthening should avoid impacting on the heritage fabric of the item.
- Strengthening work should be as unintrusive as possible .
- Reversibility allows for the possibility of improved methods to be used in the future, as well as allowing for the potential fallibility of the designer. .



*Identify significant heritage elements and ensure that these are protected during strengthening works to the heritage item*

### Check List

- Has a conservation plan for the heritage item been prepared?
- Does the proposed work impact on the importance of the heritage item?
- Has the minimal amount of works necessary to protect the building been proposed?
- Is the work being undertaken by suitably qualified professional?
- Is the work reversible?

### When considering earthquake strengthening a heritage item the following should be considered:

Understand the heritage fabric of the heritage item by preparing a conservation plan.

Heritage items attain their heritage status due to their characteristics before any modification takes place. The act of seismic strengthening should not detract from the heritage item as a whole, alter the way it is appreciated, or greatly damage it.

Earthquake strengthening work to any heritage item should not diminish the heritage value of that item. Review strengthening alternatives for the degree to which they minimize the intrusion into heritage features and fabric and impact visually on the appreciation of a heritage item.

When the important elements of a heritage item have been identified these can then be protected and avoided when undertaking earthquake strengthening work.

The strengthening works should not alter the heritage item in such a way that changes the character or appearance of the item, but rather ensures the heritage item continues to reflect Hamilton's heritage.

When undertaking works only do as much as necessary to protect the heritage item. Doing too much work to a heritage item may destroy or change the story of the heritage item. Sound judgment is, however, needed when considering the level of intervention as an increase in the level of works done could result in an overall improved outcome.

It must be accepted that technology can change, and that costs will almost always influence the solution to be implemented.

Ensuring work is reversible allows for improvements to be made in the future if improved techniques become available.



## Subdivision

The settings of heritage items contribute to their values and to their appreciation, so subdivision of land associated with them must be considered carefully so as not to adversely affect the significance of their context.

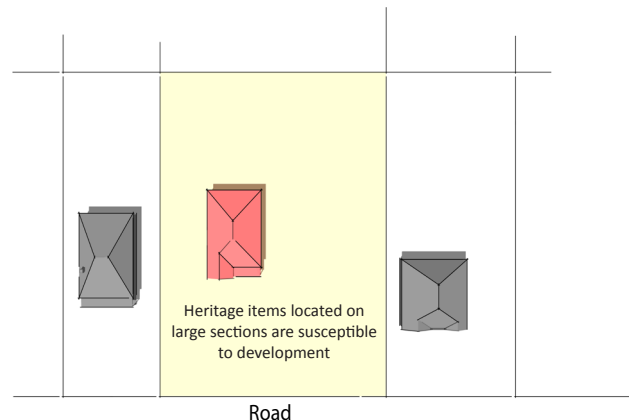
Subdivision that results in positive outcomes for heritage items should be encouraged. Subdivisions should be designed to avoid and protect heritage items. In addition, subdivision should be designed to also protect the setting or curtilage of heritage items.

A subdivision or development that affects heritage items needs to be planned to avoid the heritage elements, with the location of any earthworks (driveways, services, fencing, building platforms, etc) determined at an early planning stage. The future physical management of the heritage site is an important consideration of any subdivision proposal.

Obtaining professional heritage advice is an important first step for any subdivision proposal that affects heritage items. In relation to archaeological sites, the advice of a professional archaeologist should be obtained as well. Advice should also be sought from Heritage New Zealand when dealing with archaeological sites and pre-1900 sites. An archaeological authority under the Heritage New Zealand Pouhere Taonga Act may be required.

The principles of the Treaty of Waitangi and the Waikato-Tainui Environmental Plan are relevant where an historic or archaeological site is associated with Maaori historical occupation and use is to be subdivided or developed.

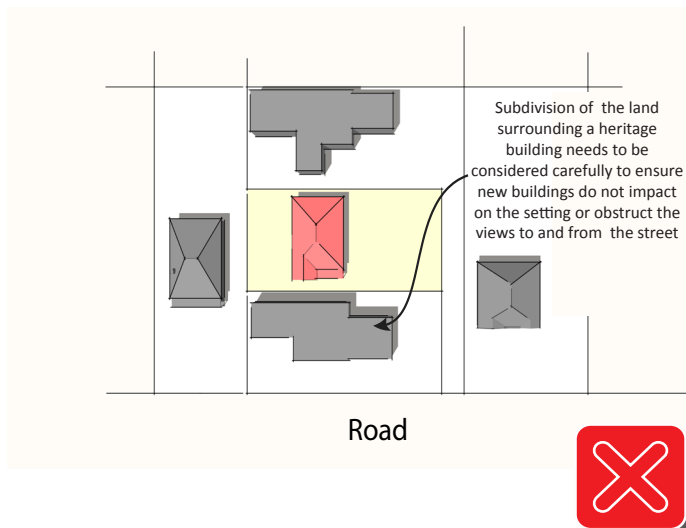
A conservation plan should guide the future active management of heritage items and matters such as the control of vegetation, soil erosion, maintenance, and public access and interpretation of the heritage item.



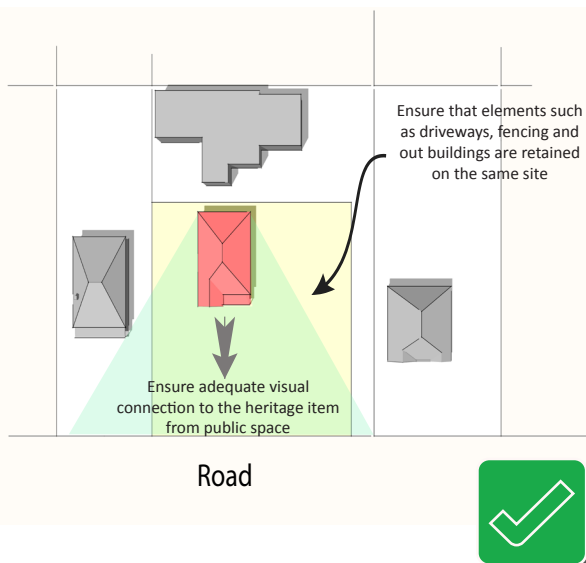
*Heritage buildings located on large spacious sections are susceptible to development pressures. The setting and associated elements of the heritage item on a large section may be part of the heritage significance of the item and therefore should be retained with the heritage item. These elements may include among others, outbuildings, mature vegetation and trees, fencing, pathways and court yards. These features should be retained as part of the heritage items curtilage when considering any subdivision or development on the site*

### Principles:

- Subdivisions and development should protect heritage items including its setting.
- Earthworks and infrastructure should be carefully planned to avoid heritage items.
- The principles of the Treaty of Waitangi and the Waikato-Tainui Environmental Plan need to be considered when developing sites significant to Maaori.



*If the site of a heritage item is developed the subdivision should ensure that associated elements are retained with the heritage item and that views to and from the heritage item are also retained. The existing density and character of the surrounding area should be taken into account when considering the level of development and the impact this may have on the heritage values of the item*



**When considering subdivision around or close to heritage items the following should be considered:**

Respect the form, scale and setting of the original heritage item when undertaking any subdivision.

The original relationship of the heritage item to its site and locality should be retained. Historic elements associated with the heritage item such as walls, fences and paths and historic planting should be retained as part of the site on which the heritage item is located.

Any subdivision should avoid affecting a place or area of significance to Maaori as stated by Tangata Whenua.

The subdivision should be encouraged to retain the setting of the heritage item, enabling its heritage significance to be maintained.

The subdivision should provide a visual connection to the heritage item from public spaces (such the street or parks) and from other external viewing points. It is important to ensure view shafts from the heritage item are retained to protect important visual or functional connections.

Any subdivision should incorporate a buffer areas to protect the heritage item from surrounding unsympathetic development.

Any subdivision proposal should adopt appropriate consent conditions and provisions to protect heritage items on the site. These should be based on advice from a heritage expert.

### Check List

- Does the subdivision consider the setting of the original heritage item?
- Has the visual connect to the heritage item been retained?
- Has the heritage item been protected from unsympathetic development?
- Has a conservation plan been prepared for the heritage item?
- Has the appropriate consultation taken place when developing sites significant to Maaori?



## New buildings and structures

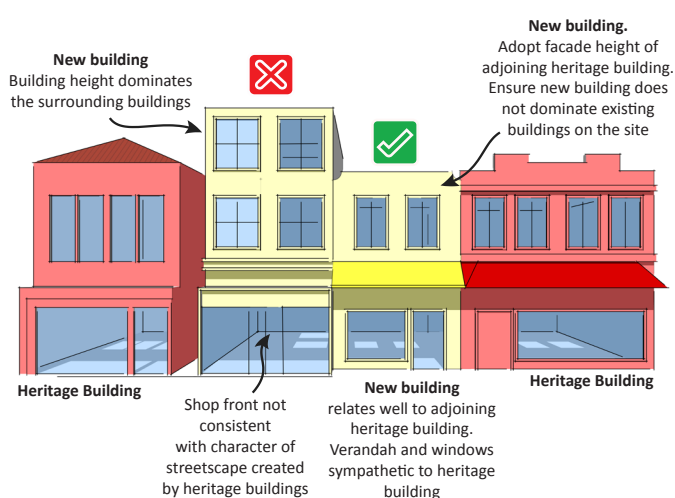
New buildings should be encouraged to enhance the character and appearance of the heritage item and not negatively impact the significance, character or appearance of the heritage item.

Heritage items should retain their prominence within a street and not be dominated by the new building. New buildings should reinforce the existing spatial and visual characteristics of the heritage item.

The design of new buildings should have close regard to the context in which it is being located and reflect the relationships between nearby heritage items and the streetscape. Design that closely imitates, replicates or mimics historic styles is discouraged because it can distort an understanding of the history of the heritage item, and hence its significance.

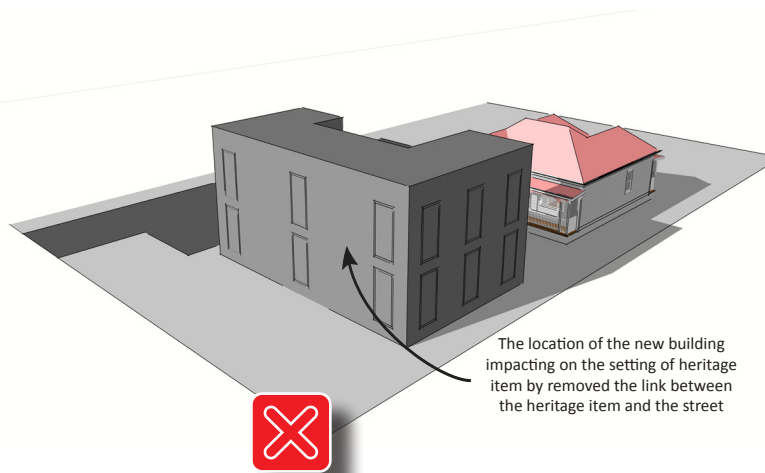
New buildings designed in an understanding design approach should not misrepresent the historical form of a heritage item. They should be clearly distinguishable as new buildings.

New buildings present an opportunity for innovative new development within a site of a heritage item. Appropriate development guidelines can ensure that new buildings enhance the character and appearance of the heritage item and that the significance of a heritage item is not adversely affected by the new works.

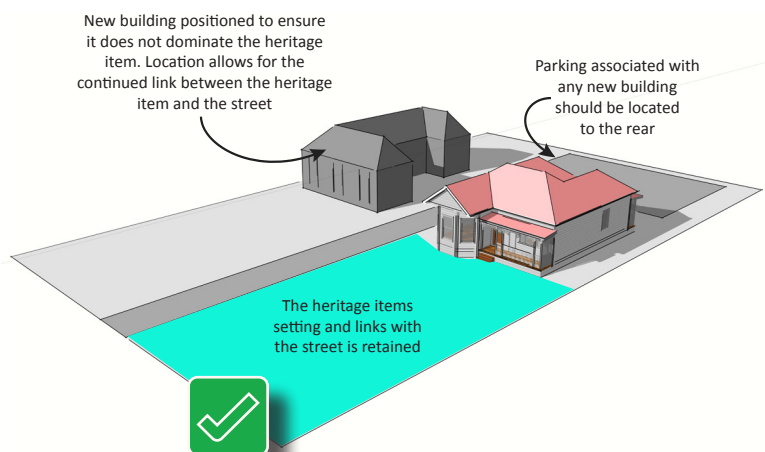


### Principles:

- New buildings should not dominate the site.
- Heritage items should retain their prominence on the site.
- New buildings should be designed in a way as not to distort the significance of the heritage item.



*The placement of new buildings need to be carefully considered as not to obscure heritage buildings. Also when considering the placement of a new building on the site of a heritage item, the setting and associated elements of the heritage item may form part of its heritage significance and therefore should be retained as part of the heritage item's curtilage*



### Check List

- Is there a conservation plan for the heritage item and does the new building adhere to the principles of this plan?
- Does the location of the new building still ensure that the heritage building is the dominate feature on the site?
- Does the new building take into account the character of the surrounding area?
- Are the existing views from and to the heritage item retained?

**New buildings, structures and other features that are located within the curtilage of a heritage item have the potential to impact on its heritage significance. Accordingly the following should be considered:**

New buildings, structures or hardstanding areas should not detract from the setting of the heritage item.

Where new buildings or structures are visible from the street or other public places, they should take into account the character of the existing streetscape by considering the spacing, orientation, setbacks, height, materiality, and proportions of existing buildings.

Existing views of the heritage item from the street should be retained to recognise the contribution the heritage item make to the streetscape.

New buildings or structures should be designed and positioned in a way that does not dominate the heritage item, which should remain the central feature.

New buildings, structures or hardstanding areas should be designed and postioned to avoid having a negative impact on original mature landscaping, garden areas, driveways and other landscaping features where they are considered to form part of the setting of the heritage item, and/or contribute to the heritage significance.

New buildings should not directly copy the style and design of the heritage item, and should not replicate old buildings. They should complement the original fabric and design characteristics of the heritage item in terms of its bulk, style, materials, colour and form, which could include contrasting contemporary buildings.

Where there is a conservation plan, any proposals for new buildings, structures or hardstanding areas should address the policies contained within the conservation plan.



## Historic Sites

Historic sites are historic places that generally do not include buildings but include archaeological sites. Wherever possible, the destruction, damage or modification of historic and archaeological sites should be avoided or minimised. This includes places of archaeological significance that post-date 1900. Integration with archaeological authority processes under the Heritage New Zealand Pouhere Taonga Act is essential and advice should be sought from the regional Heritage New Zealand archaeologist.

Development should avoid historic sites. The location of any earthworks associated with development should be determined at an early planning stage. The future physical management of archaeological sites is an important consideration of any development proposal.

Obtaining professional archaeological advice is an important first step for any proposal that may affect archaeological sites.

The principles of the Treaty of Waitangi and the Waikato-Tainui Environmental Plan will need to be considered when an historic or archaeological site associated with Maaori historical occupation and use is to be modified.

Where a historic or archaeological site will be lost as a consequence of the development activity, the values of the site should be fully documented and investigated by a professionally qualified archaeologist.

The management of all large and complex historic and archaeological sites should be guided by a conservation plan prepared by a heritage professional. A conservation plan should guide the active management of the site.

*Carved pou-ihi located on the Miropiko Pa site situated on the bank of the Waikato River. The site contains the remaining physical evidence of the Pa structure and is a significant taonga to the local iwi.*







**When considering development around or close to a historic site the following should be considered:**

Any proposed activity should be designed and located in an area so as to avoid all known historic and archaeological sites. This can be achieved by encouraging the consideration of alternative development options and providing protective buffer areas.

Effects on places or areas of significance to Maori as stated by Tangata Whenua.

For archaeological sites, the proposed activity or site should be the subject of an archaeological assessment prepared by a professional archaeologist.

For historic sites that are not archaeological sites, the proposed activity should be subject to a heritage impact assessment.

The loss of some minor parts may be justified for the place to continue to function or to accommodate a proposal that achieves the conservation of the greater portion of the complex as informed by a conservation plan.

Where a historic or archaeological site is destroyed by development, the values of the site should be fully documented by a professional archaeologist.



Any proposed activity should achieve positive heritage outcomes by providing for ongoing physical management. Historic and archaeological sites should not be abandoned but should have ongoing active management such as control of stock, vegetation, and soil erosion as guided by expert advice and a conservation plan.

Any historic markers or plaques at historic sites should be retained and upgraded. Public access and interpretation should be provided as appropriate. The site should be protected from vandalism.

Any heritage trees or other vegetation should be preserved on the basis of advice provided by a professional arboriculturalist.

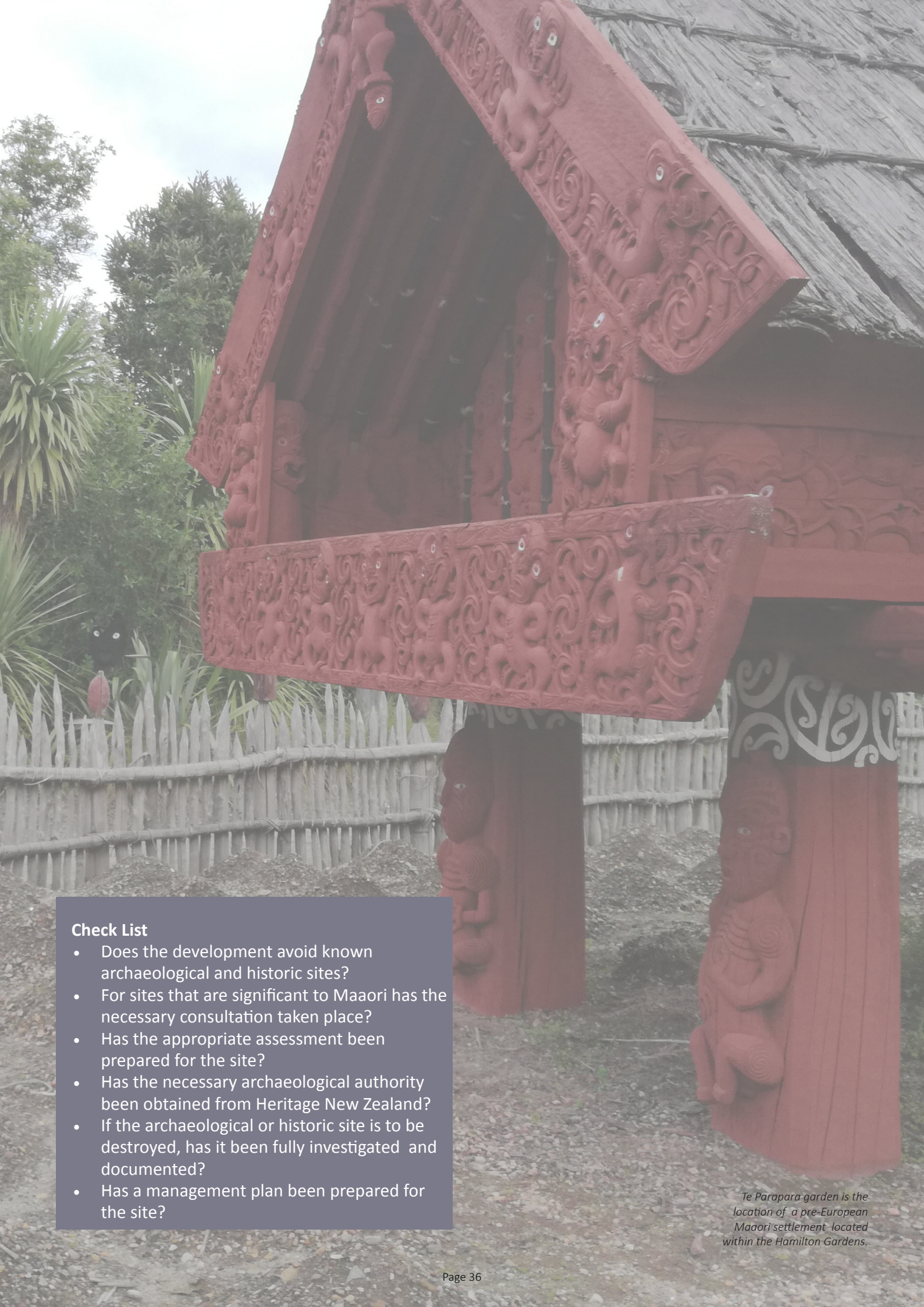
Any proposed activity located on pre-1900 sites must be authorised by an archaeological authority issued by Heritage New Zealand under the Heritage New Zealand Pouhere Taonga Act.

Proposed activity should address any damage to a historic or archaeological site that has been partially destroyed as a result of damage from past earthworks, construction of structures and buildings or natural erosion.

#### Principles:

- Development should avoid known archaeological and historic sites.
- Any development within a archaeological or historic site should provide ongoing management of the site.
- Archaeological and pre-1900 sites are managed by the Heritage New Zealand Pouhere Taonga Act.





### Check List

- Does the development avoid known archaeological and historic sites?
- For sites that are significant to Māori has the necessary consultation taken place?
- Has the appropriate assessment been prepared for the site?
- Has the necessary archaeological authority been obtained from Heritage New Zealand?
- If the archaeological or historic site is to be destroyed, has it been fully investigated and documented?
- Has a management plan been prepared for the site?

*Te Parapara garden is the location of a pre-European Māori settlement located within the Hamilton Gardens.*



## Glossary

**Adaptive Reuse:** Using an old building for a new purpose or function. Sometimes involves extensive alteration to both the exterior and interior.

**Archaeological sites:** Pre-1900 sites that are associated with human activity. An archaeological site can also be a site that through archaeological methods provides evidence relating to the history of New Zealand. It must also be noted that structures can be deemed to be archaeological sites if they are associated with human activity that occurred prior to 1900.

**Connected people:** Any groups, organisations, or individuals having a sense of association with or responsibility for a place of cultural heritage value.

**Conservation:** The processes of understanding and caring for a place so as to safeguard its heritage value. Conservation is based on respect for the existing fabric, associations, meanings, and use of the place. It requires a cautious approach of doing as much work as necessary but as little as possible, and retaining authenticity and integrity, to ensure that the place and its values are passed on to future generations.

**Curtilage:** Is the land immediately surrounding a dwelling or building, including any closely associated buildings and structures.

**Documentation:** Collecting, recording, keeping, and managing information about a place and its cultural heritage value, including information about its history, fabric, and meaning; information about decisions taken; and information about physical changes and interventions made to the place.

**Heritage Fabric:** The physical material of a place, including subsurface material, structures, and interior and exterior surfaces; and including fixtures and fittings, and gardens and plantings.

**Heritage items:** Include buildings or group of interrelated buildings, bridges, monuments, or memorials, historic sites, special heritage zones, places and areas such as a square, park, garden, cemetery or crematorium, and archaeological sites. Heritage items not only include the external elements (such as façades) but also elements located within buildings (such as fixtures and fittings).

**Heritage Impact Assessment:** Is a study to evaluate the impact the proposed development or site alteration will have on the heritage item and provides recommendations on the overall approach to the conservation of the heritage item.

**Heritage Setting:** The area around and/or adjacent to an item of heritage value that is integral to its function, meaning, and relationships. Setting includes the structures, courtyards, outbuildings, features, gardens, curtilage, airspace, and accessways forming the spatial context of the heritage item or used in association. Setting also includes cultural landscapes, townscape, and streetscapes; perspectives, views, and viewshafts to and from a heritage item; and relationships with other places which contribute to the heritage value of the item. Setting may extend beyond the area defined by legal title, and may include a buffer zone necessary for the long-term protection of the heritage value of the item.

**Intervention:** Any activity that causes disturbance of, or alteration to, a heritage item or its fabric. Intervention includes archaeological excavation, invasive investigation of built structures, and any intervention for conservation purposes.

**Maintenance:** Actions to slow the rate of deterioration of fabric and extend heritage items. Maintenance is generally divided into three categories:

- **Emergency:** Maintenance that must be carried out immediately in order to stabilise the structure for future habitation.
- **Preventive:** Action taken to avoid expected failures. The simplest preventive maintenance is regular inspection of building systems. This process also monitors the service life of materials and systems.
- **Routine:** Activities that take place on a regular basis. The most common is cleaning or housekeeping to remove deposits of soil before they can accumulate and cause damage to surfaces.

**Place:** Any land having cultural heritage value in New Zealand, including areas; cultural landscapes; buildings, structures, and monuments; groups of buildings, structures, or monuments; gardens and plantings; archaeological sites and features; traditional sites; sacred places; townscapes and streetscapes; and settlements. Place may also include land covered by water, and any body of water. Place includes the setting of any such place.

**Places or areas of significance to Maaori:** Waahi tapu or other places associated with ancestors such as Wahi tupuna. These sites may also be archaeological sites, areas of significance to Maaori related to physical archaeological evidence, and natural features such as the Waikato River.

**Preservation:** To maintain a place with as little change as possible.

**Pre 1900 site:** A site or area that was associated with human activity that occurred before 1900. Does not necessarily need to be identified as a archaeological site (See definition for archaeological sites).

**Recording:** The process of capturing information and creating an archival record of the fabric and setting of a place, including its configuration, condition, use, and change over time.

**Repair:** Activities which will strengthen existing building materials and systems that are salvageable

**Structure:** Any building, standing remains, equipment, device, or other facility made by people and which is fixed to the land associated with the day-to-day running of a household that does not meet the definition of a 'building'. This includes letterboxes, swimming pools and accessories, ornamental pools, fences and walls, terraces and patios.

**Waahi Tapu:** A place sacred to Maori in the traditional, spiritual, religious, ritual or mythological sense

*Greenslade House (Wairere) Constructed in 1912.  
Hamilton City Libraries - HCL\_M00674.11.*



## Bibliography

Good Solutions Guide for Heritage Buildings.  
North Shore City Council, June 2003.

Guidelines for preparing Conservation Plans,  
New Zealand Historic Places Trust Pouhere  
Taonga, Second Edition 2000.

Hastings CBD Architectural Heritage Design  
Guide, Hasting District Council, 2012.

Heritage Guidelines, Planning Services Unit, City  
of Stonnington, 2002.

Historic Heritage Plan, Hamilton City Council,  
2015.

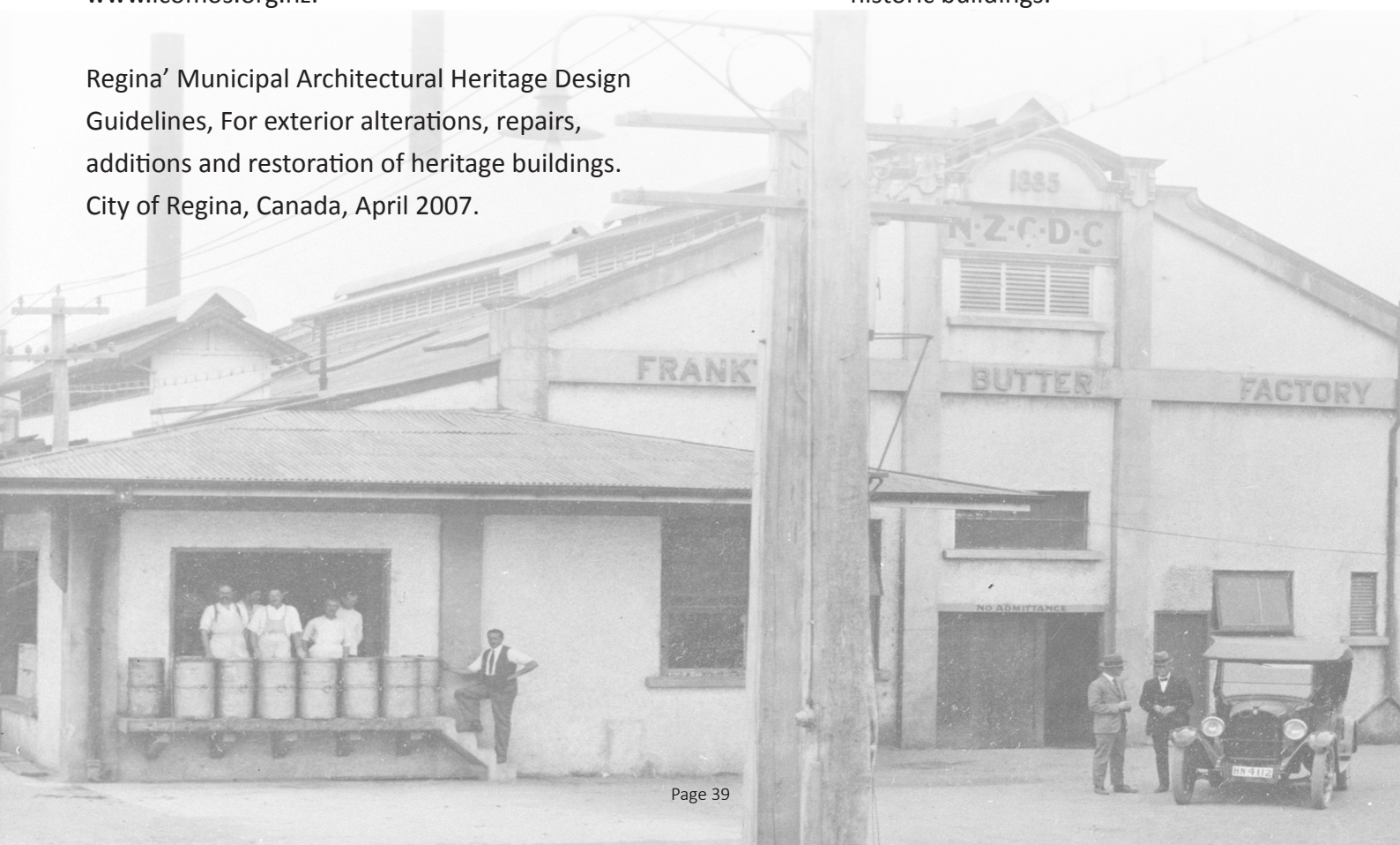
International Council on Monuments and  
Sites (ICOMOS) New Zealand: Charter for the  
Conservation of Places of Cultural Heritage Value.  
[www.icomos.org.nz](http://www.icomos.org.nz).

Regina' Municipal Architectural Heritage Design  
Guidelines, For exterior alterations, repairs,  
additions and restoration of heritage buildings.  
City of Regina, Canada, April 2007.

RETROFIT TECHNIQUES FOR SEISMIC  
IMPROVEMENT OF URM BUILDINGS, Journal  
of the Structural Engineering Society New  
Zealand Inc. Volume 24 No. 1 April 2011, Cass  
GOODWIN, Garry TONKS and Jason INGHAM.

Sustainable Management of Historic Heritage  
Guidance Series - Heritage New Zealand  
Pouhere Taonga, 2007

- Information Sheet 11 - Repairs and Maintenance to Historic Places and Areas.
- Information Sheet 12 - Alterations and additions to historic buildings.
- Information Sheet 13 - Relocation of historic buildings.
- Information Sheet 14 - Partial demolition of historic buildings.
- Information Sheet 15 - Demolition of historic buildings.



- Information Sheet 16 - Assessing Impacts on the Surroundings associated with Historic Heritage.
- Information Sheet 17 - Assessing Impacts on Historic Areas.
- Information Sheet 18 - Assessing Impacts on Places and Areas of Significance to Maori.
- Information Sheet 19 - Assessing Impacts on Historic Sites, including Archaeological Sites.
- Information Sheet 20 - Assessing Impacts of Subdivision on Historic Heritage.
- Information Sheet 21 - Assessing Impacts of Advertising Signs on Historic Heritage.
- Providing for Physical Access to Heritage Places, Heritage New Zealand (2 October 2011).

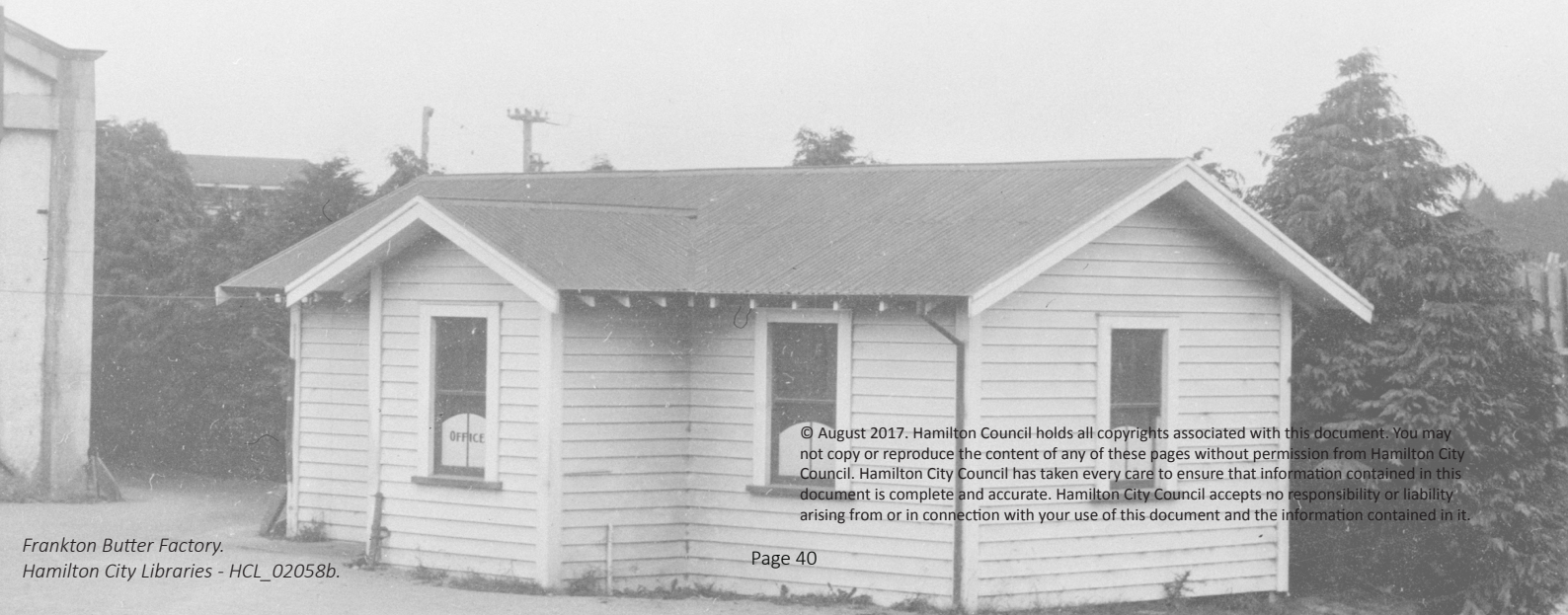
## Further information

The following may be useful when considering changes to your heritage item or when preparing resource consents:

- Hamilton City Council, District Plan heritage provisions.
- Hamilton City Council, heritage inventory records .
- Hamilton City Council, Heritage Plan.
- International Council on Monuments and Sites (ICOMOS) New Zealand: Charter for the Conservation of Places of Cultural Heritage Value.[www.icomos.org.nz](http://www.icomos.org.nz).
- New Zealand Historic Places Trust Guidance Series, developed to help assess alterations to historic buildings from a conservation viewpoint. [www.historic.org.nz](http://www.historic.org.nz).
- Hamilton City Museum.
- Alexander Turnbull Library, Wellington.
- Hamilton City Public Libraries.

<http://www.heritage.org.nz/resources/sustainable-management-guides>.

Working with Heritage for the best results, New Zealand Historic Places Trust.



© August 2017. Hamilton Council holds all copyrights associated with this document. You may not copy or reproduce the content of any of these pages without permission from Hamilton City Council. Hamilton City Council has taken every care to ensure that information contained in this document is complete and accurate. Hamilton City Council accepts no responsibility or liability arising from or in connection with your use of this document and the information contained in it.





**For more Information contact:**

City Planning

Hamilton City Council

Tel: 07 686 6600

E-mail: [City.planning@hcc.govt.nz](mailto:City.planning@hcc.govt.nz)