

Doc Ref TS-18 NZ Historic Places Trust

Date 20/05/2008

TS-18 NZ Historic Places Trust

BCA AIM

To maintain a process of consultation with the New Zealand Historic Places Trust in order to recognise and protect the heritage values of buildings.

ROLES AND RESPONSIBILITIES

BUILDING MANAGER

Responsible for ensuring staff have the appropriate competence and authorisation to check the historic places register.

BUILDING OFFICER

Responsible for checking that approval has been obtained from the NZ Historic Places Trust prior to the issue of building consent.


BACKGROUND

1. Section 39 requires the TA to advise the New Zealand Historic Places Trust within 5 days of receiving the project information memorandum application if section 39(2) applies.
2. **New Zealand Historic Places Trust Approval** – An owner proposing to undertake building work on a building that has a listed heritage status must send a copy of the proposed plans to the New Zealand Historic Places Trust advising them of the proposed building work. The plans will need to have sufficient detail to enable the nature and the extent of work to be ascertained.
3. Written approval from the New Zealand Historic Places Trust must be obtained and forwarded to the building consent authority prior to issuing the building consent.
4. Protection of buildings is provided via the Resource Management Act. Each territorial authority will have a register of protected buildings or sites within their area.
5. Note that the requirement to obtain approval from the New Zealand Historic Places Trust is contained within the Historic Places Trust Act.

PROCEDURE

1. NEW ZEALAND HISTORIC PLACES TRUST APPROVAL INPUTS

- 1.1 When processing a building consent, the Building Officer must check the PIM and the application documents to ascertain whether the work is on a building or site which is protected.

	<p style="text-align: center;">Clutha District Council</p> <p style="text-align: center;">Building Consent Authority Manual</p>	Doc Ref	TS-18 NZ Historic Places Trust
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1.2 Before a building consent can be issued the Building Officer will ensure the New Zealand Historic Places Trust has provided authorisation for the proposed building work to proceed.

Note: *The New Zealand Historical Places Trust requires that the owner provide a copy of the application together with sufficient detail to explain the nature and extent of the work involved.*

1.3 The New Zealand Historic Places Trust will either sign the plans or issue a letter confirming the approval or refusal of the application.

1.4 If authorisation has **not** been granted, the applicant will need to be advised that the building work cannot proceed until the required authorisation is obtained.

1.5 If satisfied that authorisation has been granted, the Building Officer will continue to process the building consent in accordance with TS-19.

NOTES

New Zealand Historic Places Trust Register

Clutha District Plan