

# Repairing Damaged Heritage Buildings

## Guidelines for building owners

### HERITAGE GUIDELINE 1 – Safe and secure

These guidelines were developed after the Canterbury Earthquake, 4 September 2010. They are intended as guidelines for owners of heritage and character buildings, to assist with repair and maintenance of these buildings, and are applicable following any earthquake or building damage.

#### Resource consents:

The resource consent processes apply for work to damaged heritage buildings. In all instances property owners of listed heritage buildings need to contact the Council prior to undertaking any work. Where emergency works have been permitted to take place by Council, retrospective consent approval will be required.

#### Building consents:

Any building work normally requires a building consent. This includes work to alter or demolish a building. Exceptions include minor works. [Click here](#) to find out whether you need a building consent. Further information can also be found on the Department of Building and Housing website [www.dbh.govt.nz](http://www.dbh.govt.nz).

## 1-10 Safe and secure

**Ensure the building is safe, and secure it against further damage. Follow this 10 step plan:**

- 1 Inform your insurance company that damage has occurred to the building.
- 2 Do an initial inspection of the building with a structural engineer approved by your insurance company. Ensure the following matters are covered.
- 3 Secure areas of the building that are unsafe to prevent access.
- 4 Develop a solution with the structural engineer to secure the building against further damage. This may include strapping and/or steel or timber shoring.
- 5 Where possible secure items such as chimneys, parapets or gable ends against collapse. Where they are damaged and it is not possible to secure them remove material to prevent further damage.
- 6 Photograph any damage to the building and any items that are removed or partly removed (at the highest resolution possible).



## GUIDELINE 1 – Safe and secure



- 7 Store items on site that have been removed or which have fallen e.g. brick from chimneys, decorative stonework. If it is not possible to store them on site, find a secure location.
- 8 Protect items that could be further damaged, such as stained glass. Some buildings, particularly churches, have designs or paintings on plastered wall surfaces. Extra care should be taken to protect these surfaces. An expert craftsman should be involved in this kind of work.
- 9 Make the building water tight. This could involve covering areas of damaged roof or gable ends with plywood, tarpaulins or building materials.
- 10 At this stage, a proposal for permanent repairs and remedial work should be put together working with a structural engineer and an architect with experience working on historic buildings.



*Painted plywood provides weatherproofing.*

**For more information or advice contact:  
[heritage@ccc.govt.nz](mailto:heritage@ccc.govt.nz) or call 941 8999.**

Go to the complete series Damaged buildings -  
Guidelines for heritage building owners :  
[www.ccc.govt.nz/heritagepublications](http://www.ccc.govt.nz/heritagepublications)

Heritage Guideline 1 – Safe and secure  
Heritage Guideline 2 – Repairs to the heritage building  
Heritage Guideline 3 – Reconstruction of elements  
Heritage Guideline 4 – Strengthening of buildings  
Heritage Guideline 5 – Professional advice and tradespeople

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