

# GLEN EIRA HERITAGE DESIGN GUIDELINES 2020



GLEN EIRA  
CITY COUNCIL

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# CONTENTS

Glen Eira City Council acknowledges the Boon Wurrung people of the Kulin Nation as the traditional landowners and the historical and contemporary custodians of the land on which the City of Glen Eira and surrounding municipalities are located.

We acknowledge and pay tribute to their living culture and their unique role in the life of this region.

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## INTRODUCTION

# INTRODUCTION

# INTRODUCTION

## Purpose

The City of Glen Eira has a wide range of highly valued heritage places and precincts that provide an important link to the past and enrich the present. The *Glen Eira Heritage Design Guidelines (Guidelines)* are intended to provide guidance to property owners (and their architects, town planners and building designers) who are looking to construct a new residential building or alter an existing residential building in a recognised heritage precinct in Glen Eira.

Council supports appropriate redevelopment that is sympathetic to the cultural significance and architectural integrity of heritage precincts. Well considered design can achieve a development outcome that satisfies contemporary lifestyle expectations, while maintaining the integrity of the place or precinct.

## Guidelines status

The *Guidelines* are not intended to form part of the *Glen Eira Planning Scheme*. They are provided to assist with the implementation of the Planning Scheme heritage provisions.

The *Guidelines* provide information to assist with the application and interpretation of the *Glen Eira Planning Scheme*, which contains State and local heritage policies and the heritage overlay.

The sketches and images used within these *Guidelines* are for illustrative purposes only. All renovations, extensions and new builds in a heritage precinct will be individually assessed on how they respond to their setting.

**BEFORE COMMENCING A DESIGN FOR  
CHANGES TO YOUR PROPERTY**

# **BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY**

## BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY

When preparing a proposal for alterations, additions, or a new dwelling on land in a Heritage Overlay (HO) heritage precinct, the following steps are suggested:

1. Read through these *Guidelines*.
2. Understand the significance of the place or precinct.
3. Familiarise yourself with the architectural style of the dwelling and important elements of that style, or surrounding dwellings if it is a new build.
4. Check all planning permit triggers and find out which policy considerations will be relevant to your proposal.
5. Discuss your proposal with a member of Council's Urban Planning team and/or Council's Heritage Adviser early in the process.

### Understanding the significance of the place or precinct prior to commencing work on a proposal

Recognised heritage places (specific individual properties) and precincts (multiple properties) are identified in the *Glen Eira Planning Scheme* in the Heritage Overlay.

One of the purposes of the Heritage Overlay is to ensure development does not 'adversely affect the significance of heritage places'. It is essential that any proposed extension, alteration, or new dwelling is informed by an understanding of which Heritage Overlay applies to the site and why that place or precinct is significant.

A heritage citation and statement of significance explains the importance of every place or precinct listed in the Heritage Overlay. The heritage citation provides the history and physical description of the place or precinct. The statement of significance explains what is significant, how it is significant and why it is significant. The statement of significance of a precinct also identifies the level of significance of each property within that precinct.

There are three levels of significance for heritage places in the *Glen Eira Planning Scheme*:

- **Individually Significant;**
- **Contributory;**
- **Non-contributory.**

## BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY

The level of significance of a heritage building is important when considering alterations, additions, or the development of a new dwelling in a heritage precinct. It will determine what buildings and works may or may not be permitted.

For example, non-contributory buildings have no importance in a precinct and can be demolished to make way for a new dwelling, however, any replacement dwelling will be assessed on how appropriately it fits within the heritage precinct. This is discussed further in these *Guidelines*.

Citations can be found on Council's website at [www.gleneira.vic.gov.au/heritage/citations](http://www.gleneira.vic.gov.au/heritage/citations)

An important step in the design process involves reading through the relevant heritage citation and statement of significance.

**Please note:** older (pre-2014) citations generally do not provide the same level of detail when compared to more recent citations. Council is progressively reviewing and rewriting heritage citations for older heritage precincts to bring these documents in line with present day standards.

The levels of significance are defined as follows:

<b>Individually Significant</b>	The place is a heritage place in its own right. All individually listed properties in the Heritage Overlay are individually significant. Where such properties are also located within a larger heritage precinct, the individually significant property is also considered to be a contributory place within the heritage precinct and the statements of significance for both the individual place and the precinct should be taken into account.
<b>Contributory</b>	The place is a contributory element within a larger heritage precinct. A contributory element could include a building or building parts such as rooflines, chimneys, verandahs or other structures or works such as landscaping, front fences or paving.
<b>Non-contributory</b>	The place is not individually significant and does not contribute to the heritage precinct.

## BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY

### Understanding the architectural style of the dwelling and the important elements of that style

Glen Eira's heritage precincts demonstrate development from the Victorian, Edwardian, Inter-War (between WWI and WWII) and Post-War (after WWII) periods. Understanding the architectural style of the dwelling and general styles within the precinct is important.

There are a number of documents freely available on the internet that depict Australian housing styles and provide descriptions of architectural styles of dwellings and the important elements of each style, such as:

- *What House is That? A guide to Victoria's Housing Styles* (Heritage Council of Victoria, third edition); and
- *Our Inter-War Houses: How to recognise, restore and extend houses of the 1920s and 1930s* (Bryce Raworth 1991).

Elements that are visible from the street are generally the most significant and include the roof design, chimney/s, wall materials, fenestration (windows and doors) and porch/verandah design. Front fences, though not part of the dwelling, are important elements in the streetscape.

Common examples of heritage homes in Glen Eira can be found on the following pages.

## BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY

### Late Victorian



### Post Federation (Edwardian)



## BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY

### Tudor Revival



### Californian Bungalow



## BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY

### Spanish Mission



### Streamlined Moderne



## BEFORE COMMENCING A DESIGN FOR CHANGES TO YOUR PROPERTY

### Post-WW2 Modernism



**PLANNING REQUIREMENTS AND  
POLICY CONSIDERATIONS**

**PLANNING  
REQUIREMENTS  
AND POLICY  
CONSIDERATIONS**

## PLANNING REQUIREMENTS AND POLICY CONSIDERATIONS

It is important to confirm what planning policy and relevant planning permit requirements will apply to your proposal.

For any planning application in a Heritage Overlay, you must consider:

- the requirements of the Heritage Overlay, detailed in Clause 43.01 of the *Glen Eira Planning Scheme*; and
- the heritage policy in Clauses 15.03, 21.10 and 22.01 of the *Glen Eira Planning Scheme*.

Other planning policy may be relevant depending upon the type of development, the zone and other overlays that may apply to your property.

This can be done by contacting Council's Urban Planning department or accessing the *Glen Eira Planning Scheme* at: <https://planning-schemes.delwp.vic.gov.au/schemes/gleneira>

### Discuss the proposal with Council early in the design process

Council strongly encourages property owners and developers to discuss any proposals with one of our town planners and/or Heritage Adviser **prior to preparing an application for development.**

This will help clarify expectations early in the design process and assist in making the planning application process as smooth as possible

#### Urban Planning Department

(03) 9524 3333

[www.gleneira.vic.gov.au/services/planning-and-building](http://www.gleneira.vic.gov.au/services/planning-and-building)

Speak to a town planner within the Urban Planning team about planning permit requirements. The team can also advise if there are other planning controls, guidelines or policies that you should consider. Depending on the works, general advice may be provided over the phone, via email or in person at the Town Hall. Alternatively you can request pre-application advice by submitting a request on Council's website.

#### Heritage Adviser

(03) 9524 3333

Council employs a qualified heritage architect to provide architectural and technical advice to property owners. The Heritage Adviser can meet owners on site or at the Town Hall to discuss proposed renovations, extensions, or restorations prior to submitting a town planning application.

Full development plans are not usually required at this early design stage, although an initial design concept or sketch plan is useful.

# PLANNING REQUIREMENTS AND POLICY CONSIDERATIONS

## Council's Heritage Policy Objectives

The objectives of Council's *Heritage Policy* in Clause 22.01 of the *Glen Eira Planning Scheme* are:

- To protect places as having architectural, cultural or historic significance and which demonstrate the various eras of Glen Eira's development;
- To encourage retention, preservation and restoration of all significant and contributory heritage places within Glen Eira;
- To preserve the scale and pattern of streetscapes in heritage precincts;
- To ensure that additions and new buildings and works to a heritage place respect the significance of the precinct;
- To promote design excellence which supports the ongoing significance of heritage places; and
- To ensure that non-contributory buildings in heritage precincts are developed in a manner that is sympathetic to and does not detract from the significance of the heritage precinct.

The *Heritage Policy* sets out policies and performance measures considered to meet the above objectives under the headings of:

- Demolition
- Subdivision
- New buildings in heritage precincts (residential)
- Alterations and additions to significant and contributory buildings in heritage precincts (residential)
- New buildings, alterations and additions (commercial heritage areas)
- Front fences and gates
- Car parking and outbuildings
- Ancillary services
- Public infrastructure
- Vegetation.

The *Guidelines* focus on new dwellings, alterations and additions in residential areas only. They do not provide a solution for every individual design issue that may arise. Advice can be sought from Council's Heritage Adviser or a suitably qualified heritage professional regarding both design principles and individual detail matters.

The *Heritage Policy* provides the overarching objectives and should be referred to as the policy basis for specific design characteristics that affect a property.



## THE DESIGN GUIDELINES

# THE DESIGN GUIDELINES

## DESIGNING NEW BUILDINGS IN HERITAGE PRECINCTS

It is policy to:

- ensure new buildings are respectful of the existing scale, rhythm, massing, form and siting of significant and contributory buildings when viewed from the street;
- encourage high quality, contemporary design or a simplified interpretation of the architecture of contributory buildings within the precinct to ensure new buildings are distinguishable from original buildings within the area. Side-by-side development is generally discouraged unless this is a dominant typology in the precinct; and
- ensure that new development does not overshadow or have any detrimental effect on public parks located within the Heritage Overlay (Greenmeadows Gardens and Caulfield Park).

**Please note:** infill development is generally permissible when a non-contributory building within a Heritage Overlay area is proposed to be demolished and replaced with a new dwelling. Demolition of significant and contributory buildings is discouraged as this erodes the cultural heritage significance of the precinct.

## THE DESIGN GUIDELINES

### Consider the important architectural elements in the streetscape

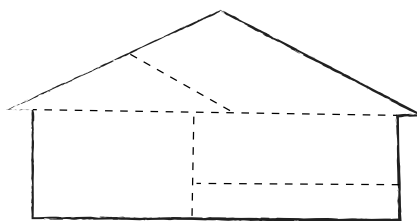
Design elements including front and side setbacks, building height, roof pitch and materials, eaves, the pattern of window and wall openings, building porch/verandah proportions (if relevant) and front fencing should be taken into account in the design process. In a consistent streetscape, new buildings should have similar siting and orientation as nearby contributory buildings.

It is important to gain an understanding of the design elements that contribute to the character of a particular architectural style. Window and door materials and proportions are important. Inter-War buildings, for example, usually have casement or double hung timber sash windows in groups of three or four, sometimes with decorative glazing bars and decorative (leadlight or coloured glass) upper panes.

The window opening is usually wider than it is tall (ie. horizontal emphasis). Highlight windows (the top panes in a multi-paned window) are frequently decorated with coloured glass or leadlight of varying patterns. The front door of an interwar dwelling is usually panelled with a high window or glazed doors with a geometric pattern.

Victorian and Federation dwellings typically have tall timber casement or double hung sash windows (vertical emphasis). Doors are typically four-panelled, sometimes glazed, fanlight and sidelights.

Inter-War porches are generally set under the main roofline with squat, solid pillars. Verandahs forming part of a Victorian or Federation dwelling are held up by slender iron or timber posts.



New builds should reflect the heritage elements of the precinct. In the above sketch, some examples can include:

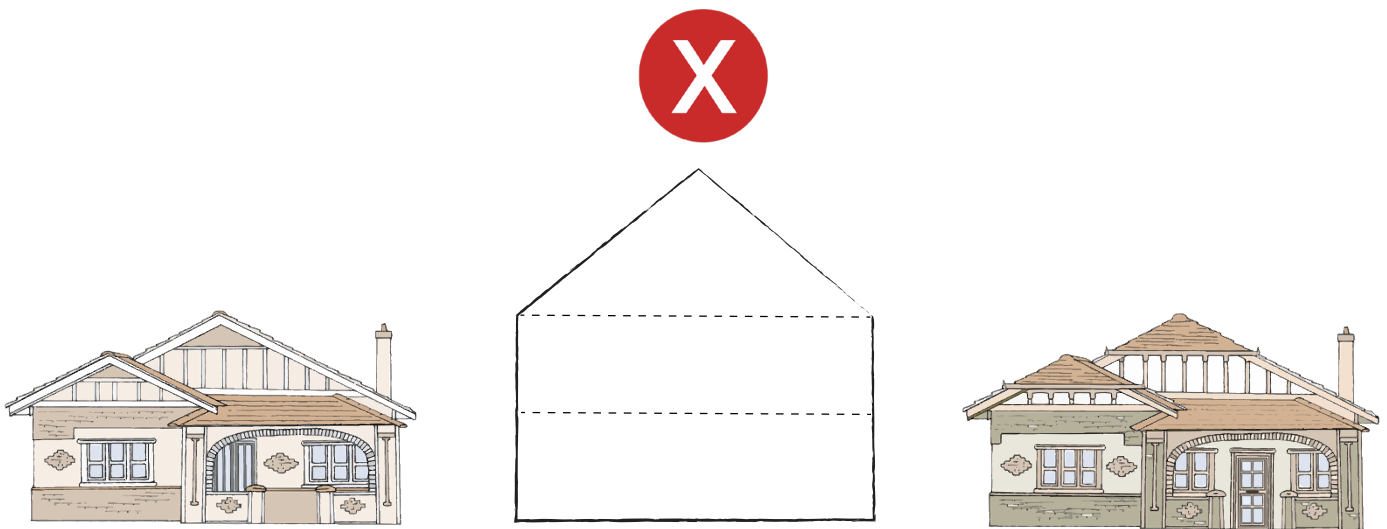
- The new dwelling should not be taller than the neighbouring forms. Any upper floor addition should be set back so it is hidden by the roof line and not visible from the street;
- Roof height and pitch should match the neighbouring forms;
- Simplified building features, in this case the front porch and half-wall railing, can be duplicated to blend with neighbouring forms.

## THE DESIGN GUIDELINES

### **New buildings should not visually dominate or disrupt a heritage precinct**

They should not visually dominate neighbouring contributory dwellings or the precinct in general.

The proposed building shown below dominates the streetscape due to its visual bulk, height, general articulation including fenestration and porch proportions. New buildings in heritage precincts should include a facade height that is consistent with adjoining contributory buildings (not lower or higher). In a precinct that is traditionally composed of single storey dwellings, the proposed dwelling should also appear as a predominantly single storey structure. Any additional storeys should be well set back from the front facade and not be visible when viewed from the opposite side of the street.



New builds should not dominate the heritage precinct. In the above sketch, things to avoid can include:

- Building height and roof lines are not consistent with neighbouring forms;
- Having additional storeys visible from the street when this is not a prominent form in the heritage precinct;
- Dominating the neighbouring heritage properties and detracting from the established streetscape and forms.

# THE DESIGN GUIDELINES

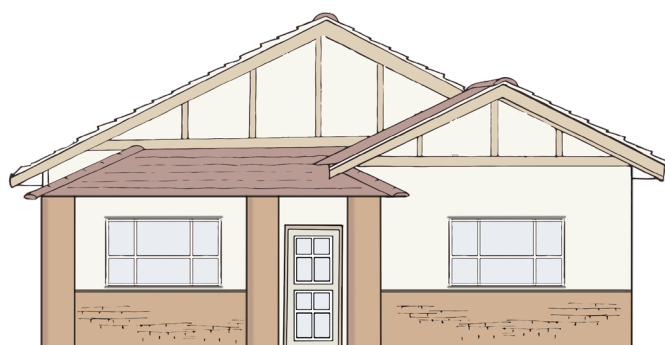
## Methods of developing an acceptable design outcome

It is important that new buildings are distinguishable from original buildings. This is generally accomplished by using one of two different design methods:

- simplified interpretation of historic architectural forms of the existing precinct; or
- high quality contemporary design.

## Simplified interpretation

Designers looking to create a simplified interpretation design within a precinct need to assess nearby contributory buildings and note the important design elements that make up the facades of a particular architectural style. The sketch below provides an example, indicating the elements that should be taken in to account in this particular instance.



For the example above, elements to include for a new build (right) following the simplified interpretation design could include:

- Similar basic double-fronted building form with window sill heights generally in keeping with neighbouring contributory dwellings;
- Inclusion of major defining characteristics such as dominant verandah supported on wide piers;
- A simplified street facing facade that references the neighbouring heritage forms but does not dominate the streetscape (does not include the architectural details and elements); and
- A simplified design that provides visual indications that it is a new build.

## THE DESIGN GUIDELINES

### **Contemporary design**

A modern interpretation of the important elements of a significant streetscape is another design style that can be used within a Heritage Overlay precinct.

This type of interpretation can take many forms. We encourage working closely with a member of our Urban Planning team as well as Council's Heritage Advisor if pursuing this option.

We have provided an example below as a guide:



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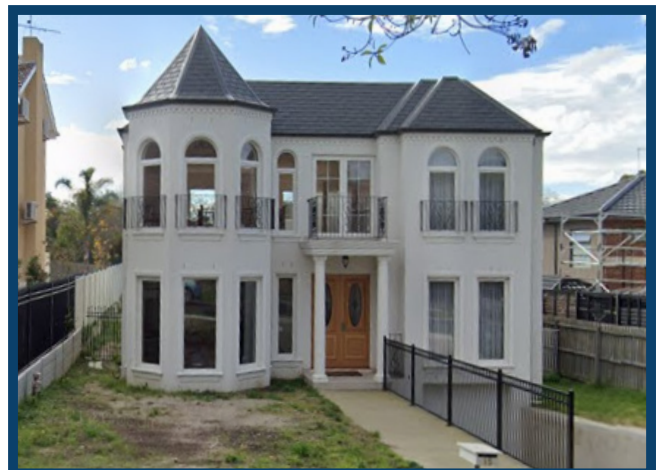
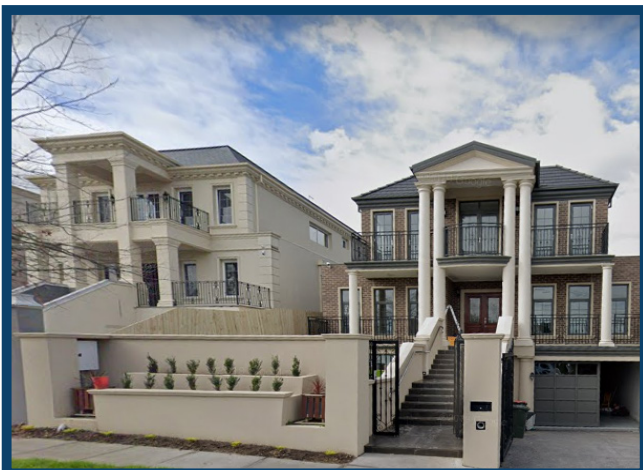
## Design styles to avoid in a heritage precinct

Mock or replica heritage styles (for example neo-Georgian and French provincial) are not acceptable forms of development. While some replica dwellings are designed with exceptional attention to details and materials, it is good heritage practice that a new building doesn't replicate original forms and details.

A new building or addition should be recognisable as a product of its time. It should not create a false impression of the age of new work. The collection of original buildings within a precinct cumulatively create an area of cultural heritage significance. Attempts to distort this view by introducing something that looks like a heritage building or additions are not considered appropriate.

New dwellings shouldn't pretend to be old.

*Examples of non-acceptable development forms include:*



## Careful selection of materials, colours, textures and finishes

Materials, colours, textures and finishes should complement those found in the heritage precinct. This is most important for facades that are visible from the street (there is more flexibility in the design of facades that are not visible from the street). The choice of brick colour or render finish has an important bearing on whether a development will blend in with the character of the precinct or stand out — drawing unwanted attention to itself. Timber windows and doors are encouraged in precincts where these are an important character element.

Council's Heritage Adviser can provide advice in relation to material and colour choice. All planning applications should be accompanied by a schedule of materials, colours and finishes.

## DESIGNING ALTERATIONS AND ADDITIONS TO CONTRIBUTORY DWELLINGS IN HERITAGE PRECINCTS

Alterations or additions to a heritage place need to respect the heritage significance of the place and the wider precinct. The aim is for the addition to not be visible from the street frontage and to blend into the background when viewed obliquely between dwellings. Additions should be identifiable as a new part of the building. Replicating historic forms and details is not encouraged.

It is policy to:

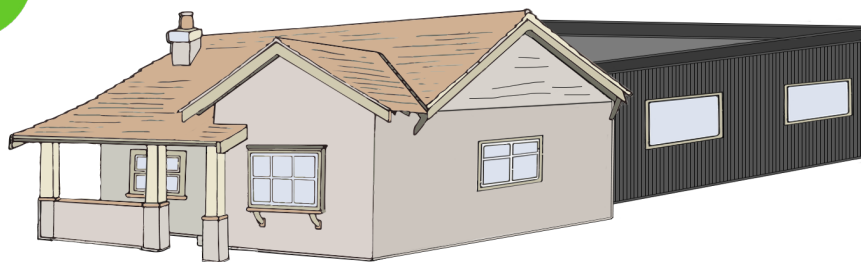
- Encourage conservation or restoration of significant and contributory external fabric (and internal fabric where applicable), particularly fabric that can be viewed from the street;
- Encourage the restoration or reconstruction of a known original or early appearance of the place if there is historical evidence (photos or plans) to support this;
- Ensure that restoration or reconstruction is undertaken using appropriate materials;
- Encourage the removal of later additions that detract from the significance of the heritage place;
- Encourage alterations and additions that avoid demolition of a heritage place and/or contributory elements; retaining facades only is discouraged;
- Discourage new openings in principal facade or principal visible roof form;
- Ensure that, where possible, alterations and additions are concealed from view of the street frontage and do not overwhelm the significant or contributory building or wider precinct; and
- Ensure that alterations and additions to existing buildings do not overshadow or have any detrimental affect on public parks located within the Heritage Overlay (Greenmeadows Gardens and Caulfield Park).

**Please note:** the policy is silent regarding alterations and additions to non-contributory buildings. There is obviously more flexibility with non-contributory buildings in relation to alterations to the front facade as it does not contribute meaningfully to the cultural heritage significance of the precinct. It is still important that alterations and additions do not overwhelm the precinct and present visual bulk to the streetscape. Precincts that present a homogenous streetscape of generally single storey buildings should be protected with careful siting of double storey extensions, whether the building is contributory or non-contributory.

## THE DESIGN GUIDELINES

### **Inappropriate additions can undermine the cultural heritage significance of a precinct**

Additions that obscure or alter the front facade of the building, and bulky rear or side additions that dominate the original building form or visually intrude on the streetscape are examples of inappropriate additions that can undermine the cultural heritage significance of a precinct.



## THE DESIGN GUIDELINES

### **Restoration and/or reconstruction of a building is encouraged**

Returning a building to its former glory can have a great impact on the precinct. Examples include reconstruction of a verandah or chimney, re-roofing a dwelling in the original roof material (eg. slate), removal of paint from original face brickwork or replacing aluminium windows with timber windows of an appropriate style. Evidence of the original details of the dwelling may be sourced through old photos or plans or by referring to similar dwellings within the same precinct.

### **Removing later (non-original) alterations or additions**

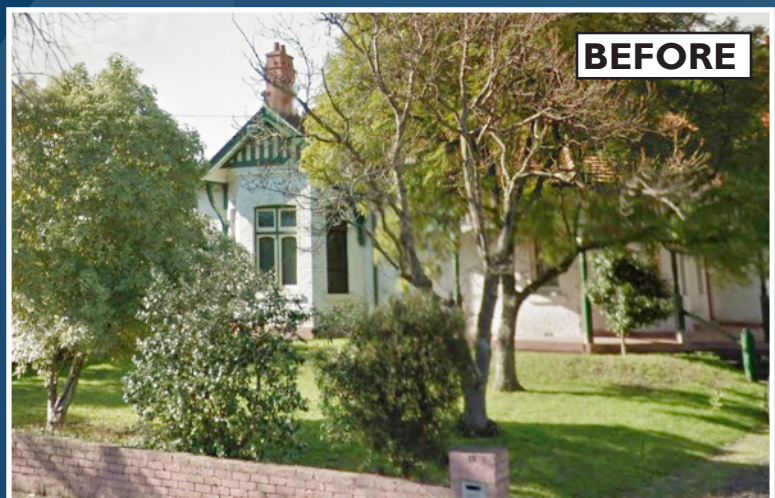
Removing fabric that did not originally form part of the dwelling can help to restore the original look of a building. Removing non-original windows, painted brickwork, faux bricks (to reveal weatherboards beneath) or walls of a built-in verandah help to return the dwelling back to its original condition.

Removal of non-original elements is sometimes an easier approach to improving a heritage property without undertaking a full restoration and reconstruction of lost elements.

## THE DESIGN GUIDELINES

### CASE STUDY

The renovation of this federation home involved careful paint removal from the facade to reveal the original bricks, reconstruction of the front fence and other elements around the house. The reconstruction was based on a photo that was submitted to Council with the application.



## THE DESIGN GUIDELINES

### Altering and extending your home

It is important that dwellings in heritage precincts can evolve over time to keep up with current living standards. Living in a dwelling in a Heritage Overlay does not mean that the dwelling must never be altered. However, it is important that changes to the dwelling are sensitive and do not undermine the heritage significance of the building or wider precinct. Internal alterations do not usually require planning permission except under very limited circumstances.

### Ground floor additions to the dwelling

Ground floor additions are encouraged in preference to first floor additions as the design of a ground floor addition is usually less intrusive on the streetscape than an inappropriate first floor addition.

New additions should be distinguishable from the original building in some way and the design can either be a simplified interpretation of the existing design of the building or a contemporary one. New openings (windows or doors) in the principal facade or visible principal roof form are discouraged as this will result in a significant change to the streetscape.

Small additions, such as an ensuite or laundry on the 'blind side' (ie. non-driveway side) of the dwelling should be set back at least 1 metre from the front wall of the dwelling (there may be instances where a larger setback is required). The addition must be subservient to the original dwelling. The roof of the proposed addition should be tucked under the eaves of the roof of the dwelling. Other ground floor additions that may be visible from the street should be well set back to ensure they become a visually recessive element in the streetscape.

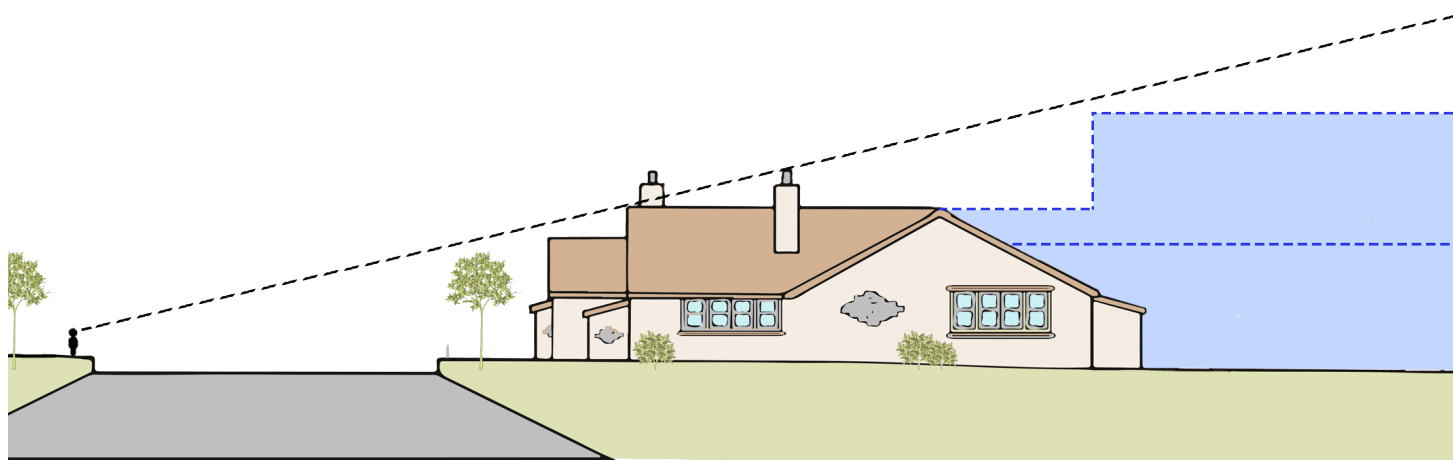
# THE DESIGN GUIDELINES

## First floor additions to a dwelling

It is important to maintain the prominence of the original building by setting first floor additions behind the principal part of the building. The principal part of a building is generally considered to be the front two rooms in depth, including the roof and is generally eight to 10 metres in length.

Construction of first floor additions above the front part of a dwelling is discouraged. Some dwellings have a ridgeline at the highest point of the roof that runs parallel to the street frontage. It is important that additions are set behind the main ridgeline in this case. As a general rule, the greater the setback of an addition, the less likely it is to impact on the streetscape.

Locating the first floor mass behind the highest part of the roof helps to hide the bulk of the extension as much as practicable. Indenting the first floor side walls helps to reduce visibility of the addition when viewed obliquely between dwellings. Lowering the overall height of the addition is achievable with low floor to ceiling heights or coved/cathedral ceilings at first floor.



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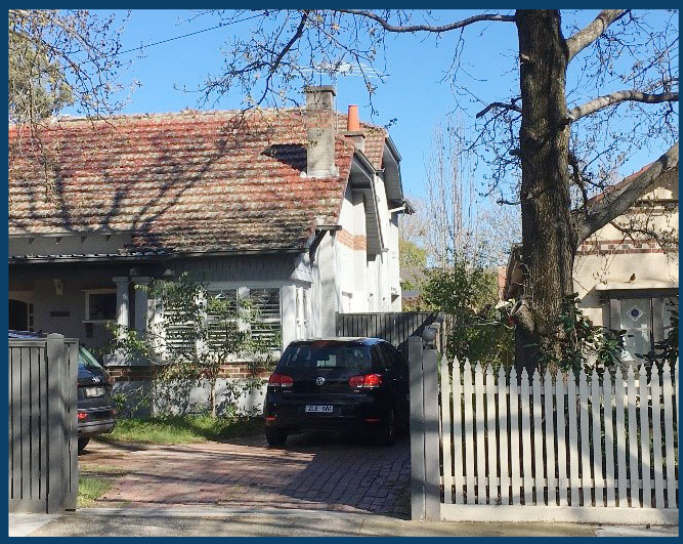
### **First floor additions – simplified interpretation**

The first example below shows a simplified interpretation to the original dwelling. The roof form and materials of this addition matches the original dwelling. Building materials generally match the original dwelling, however, decorative elements that form part of the original dwelling are missing so that it is clear which part of the building is old and which part is new. For example, the brick detail that is visible on the original side wall has not been replicated on the new addition.

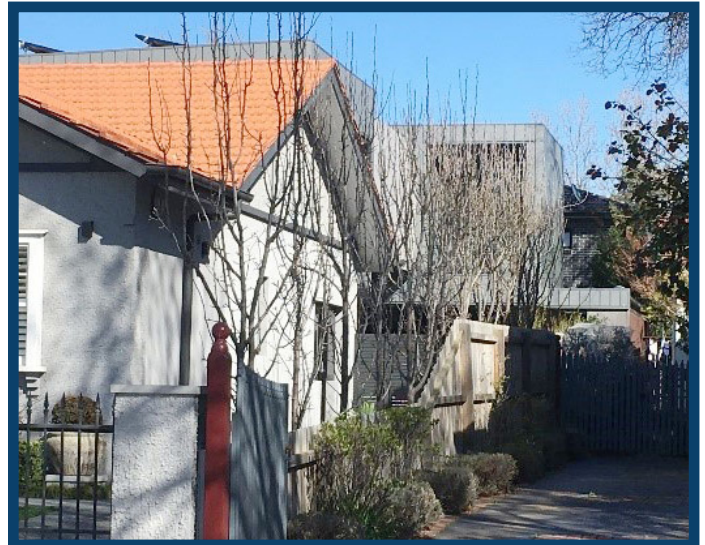
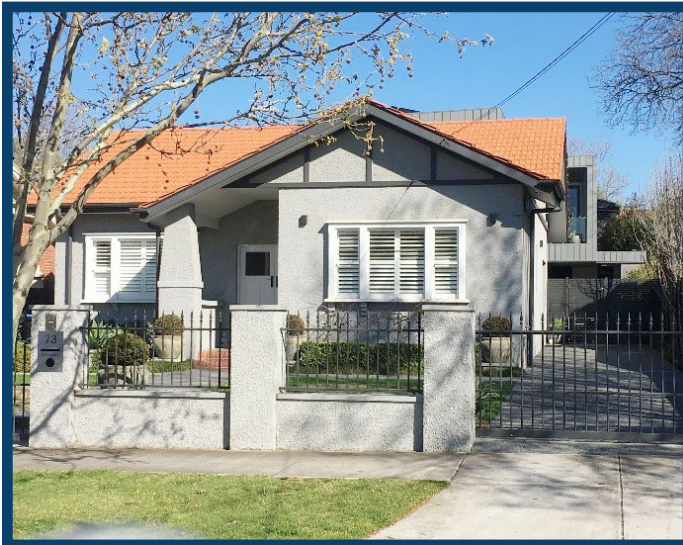
### **First floor additions – contemporary**

The second example below shows a contemporary addition to the original dwelling. The addition is not visible from the opposite side of the street (directly in front of the dwelling). It is acceptable for some parts of the addition to be visible, particularly down the sides of the house when viewed from the street, as long as it does not compete with the prominence of the original building. The dark, muted colour of the addition helps the building to recede into the background.

#### **First floor addition – simplified interpretation**



#### **First floor addition – contemporary**



## THE DESIGN GUIDELINES

### Additions to buildings on corner sites

It is impossible to conceal first floor additions on corner sites. However, concealment of the first floor addition should be achieved where possible when viewed from the main front elevation. In terms of the side street elevation, the aim is to ensure that additions read as secondary elements in the streetscape.

The dark, muted colour of the box-like addition to the rear of the dwelling in the example below allows the

original dwelling to stand out. The addition is also not visible from the main street frontage (directly in front of the dwelling).

Any oblique views of the structure show a building that is set far back on the site. The addition is visible from the side street but clearly reads as a secondary element and sits within the massing of the original building.



## THE DESIGN GUIDELINES



## FINAL NOTES

# FINAL NOTES

The intention of these *Guidelines* is to provide direction for those wishing to submit a planning application for development within a residential heritage precinct. Given the array of architectural styles within the municipality, not every design issue can be noted within.

We encourage all applicants to engage with Council's Urban Planning team and Heritage Advisor service, which are available to provide comment and feedback on individual applications.

The sketches and images used within these *Guidelines* are for illustrative purposes only.



## CONTACT

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