

Overview

Heritage

Under the RMA, it is a matter of national importance to recognise and provide for the protection of historic heritage from inappropriate subdivision, use and development. Historic heritage is defined under the Act and includes sites, structures, places and areas, archaeological sites and sites of significance to Māori including wāhi tapu. Historic heritage is important as it provides a sense of identity and place for communities and a record of where we have come from.

For mana whenua, sites and areas carry deep levels of meaning and association. They provide a tangible connection to whenua (land), ancestors and to significant historical events. The [sites and areas of significance to Māori chapter](#) specifically focuses on these sites.

Building and Structures

The stories and history behind buildings and structures provide present and future generations with an understanding of our past. The architecture and style of buildings and structures are also key visual reminders of how people lived, how buildings were constructed and used, the technology that existed, and what businesses and activities were important for communities. In Waitomo district there are a range of buildings and structures which have been identified as being of importance to our heritage. Some of these buildings and structures have also been identified and listed by HNZPT. The scheduled heritage buildings and structures are listed in [SCHED1](#) and are separated into two categories – Category 1 are those that are listed as being of special or outstanding historic or cultural significance by HNZPT – Category 2 buildings are of district historic or cultural importance, including those listed as Category 2 by HNZPT.

Subdivision, use or development of a site or its surroundings (including the placement of signs, modification of scheduled buildings or structures) can affect heritage values, resulting in a loss of knowledge and links to the past. However, development if carried out in an appropriate manner can assist in conserving heritage values. It is therefore important that buildings, items and sites with historic heritage values are identified and protected to encourage activities to be undertaken appropriately.

Archaeological Sites

An archaeological site is any place (including buildings, structures or shipwrecks) that was associated with pre-1900 human activity, where there is evidence relating to the history of New Zealand that can be investigated using archaeological methods. There are over 1,000 archaeological sites recorded in the district. The Waitomo District Council website provides a map showing archaeological sites in the district which have been identified by the New Zealand Archaeological Association (NZAA) Site Recording Scheme. In most circumstances, archaeological sites are managed by HNZPT. Other than in the Te Maika precinct, this plan only manages archaeological sites at the time of subdivision (through assessment criteria), or where the site has been identified as a significant archaeological site.

Under the Heritage New Zealand Pouhere Taonga Act 2014, it is unlawful to destroy or modify an archaeological site without obtaining an archaeological authority from HNZPT before work is started. If a previously unknown archaeological site is discovered (for example, when you are undertaking earthworks), work must stop. The process to be followed is outlined in the advice notes to this chapter.

Significant Archaeological Sites

[SCHED2](#) contains a list of archaeological sites that Waitomo District Council has identified as being significant and is seeking to protect the history and values of these sites for future generations. The sites are significant because of the high archaeological values associated with them. The sites are all publicly accessible which means that they have high educational values and have the potential to be enhanced further through the placement of interpretative information.

Objective

Refer also to the relevant objectives in Part 2 District - Wide Matters and Part 3 - Area Specific Matters

HH-O1. The contribution that historic heritage makes to Waitomo district and its communities is conserved for future generations.

Policies

Refer also to the relevant policies in Part 2 District - Wide Matters and Part 3 - Area Specific Matters

Heritage buildings and structures

HH-P1. Identify and schedule historic heritage buildings and structures having regard to the following matters:

1. Historical values; and
2. Importance to the community; and
3. Architecture and construction features; and
4. Setting and context; and
5. Rarity, representativeness and integrity; and
6. Scientific qualities; and
7. Technological qualities.

HH-P2. Promote the restoration and reuse of heritage buildings and structures to assist in retaining historic heritage for future generations.

HH-P3. Retain the relationship between heritage buildings and structures, and their sites and surroundings, including the view of the identified heritage building or structure from public places.

HH-P4. Recognise benefits from earthquake strengthening, fire protection and accessibility upgrades whilst ensuring the appearance including views of and through windows, and external heritage features and values of the buildings and structures are not unduly compromised. Designs which consider complementary materials and detailing and do not screen architectural features are preferred.

HH-P5. Provide for additions and external alterations to buildings and structures where they are:

1. Consistent with the scale, detailing, style, materials and character of the heritage item; and
2. Retain cultural and heritage values; and
3. Do not unduly compromise the site or surroundings of the building or structure including the contribution the building or structure makes to the streetscape;

Whilst recognising the benefits gained from the addition or alteration to the improved functionality and/or liveability of the building or structure.

- HH-P6.** Recognise and provide for signs in a manner that does not compromise the heritage values of the buildings and structures. Signs should not cover or partially cover architectural features and should complement the values of the heritage building or structure.
- HH-P7.** Enable interpretive signs that explain the stories and significance of the building or structure to the community and district, providing such signs do not compromise the values of the scheduled building or structure.
- HH-P8.** Ensure temporary signs are not affixed to buildings or structures given the limited life of the sign and the risk of repeated damage to the building or structure.
- HH-P9.** Ensure new or relocated buildings or structures located within the site or surroundings of a building or structure are of similar materials and detailing and do not obscure windows and architectural features. New or relocated buildings should be of a smaller scale, located to the rear of any building or structure.
- HH-P10.** The site or surroundings (as applicable) of any heritage building or structure must be protected to the extent that it contributes to the heritage values.
- HH-P11.** Manage the repositioning of a building or structure on a site so that the building or structure maintains a relationship with adjoining public spaces including roads, and the setting of the building or structure is not unduly compromised.
- HH-P12.** Buildings or structures should not be relocated unless:
1. There is significant community benefit, and the building is restored; and/or
 2. The building or structure has fallen into significant disrepair and will be restored on its new site because restoration is not economic on its existing site; and/or
 3. Relocation of the building or structure allows for improved longevity or structural safety; and
 4. Relocation of buildings and structures within the same community occurs where possible.
- HH-P13.** Protect buildings and structures from demolition unless:
1. The condition of an item poses an untenable risk to human life, and
 2. All reasonable alternatives have been investigated and considered, including restoration, reuse or relocation, and these alternatives have been found to be impracticable and uneconomic.

Significant Archaeological Sites

- HH-P14.** Retain significant archaeological sites for future generations to help promote understanding of New Zealand’s history.
- HH-P15.** Protect significant archaeological sites by ensuring they are not destroyed, and by requiring activities, particularly earthworks, on the site or adjoining the site to avoid adverse effects on the archaeological values of the site.
- HH-P16.** Signs are only anticipated where they are official signs, or where interpretive information is displayed about the site, and the design of the sign does not compromise the values associated with the significant archaeological site.
- HH-P17.** Ensure activities on or adjoining significant archaeological sites avoid adverse effects on the site in the first instance, and where avoidance is not possible, remedy or mitigate adverse effects, having regard to:
1. Protecting the cultural, and archaeological values present and their setting; and
 2. Reducing the potential to lose or damage cultural and archaeological values; and
 3. Providing the ability to interpret the place and its relationship with other scheduled features; and
 4. The site's sensitivity to change or capacity to accommodate change without compromising any cultural and archaeological values; and
 5. Any opportunities to enhance interpretation of the significant archaeological site.

Rules

The rules that apply to historic heritage are contained in the tables listed below. To undertake any activity, it must comply with all the rules listed in:

- HH - Table 1 - Activities Rules; and
- HH - Table 2 - Performance Standards
- Any relevant provision in Part 2 District-Wide Matters; and
- Any relevant provision in Part 3 Area Specific Matters.

Where an activity breaches more than one rule, the most restrictive status shall apply to the activity.

Refer to [Part 1 - How the Plan Works](#) for an explanation of how to use this Plan, including activity status abbreviations.

Pursuant to Section 86B(3) of the RMA, the following rules that protect historic heritage have immediate legal effect: HH-R1 to HH-R29.

HH - Table 1 - Activities Rules

Heritage buildings & structures

The rules in this table apply to the heritage buildings and structures listed in SCHED1 and located within the mapped extent shown on the Planning Maps		
HH-R1.	Exterior maintenance and repair	
HH-R2.	Internal alterations including earthquake strengthening, fire protection and accessibility upgrades	
Category 1 & 2	Activity Status: PER	Activity status where compliance is not achieved: N/A
HH-R3.	External alterations for earthquake strengthening, fire protection and accessibility upgrades OR Internal alterations for earthquake strengthening, fire protection and accessibility upgrades that obstruct views of and through windows	
HH-R4.	Restoration of a building or structure	
Category 1 & 2	<p>Activity Status: CON</p> <p>Matters over which control is reserved:</p> <ul style="list-style-type: none"> (a) For earthquake strengthening, fire protection and accessibility upgrades, whether there are alternative methods of providing the required level of protection or upgrade; and (b) For restoration projects, whether a conservation plan of the works has been prepared by a conservation architect or heritage architect in general accordance with the ICOMOS charter (Appendix 3); and (c) Benefits obtained from undertaking the work; and (d) The outcome of any assessments or advice from a conservation architect or heritage architect; and (e) The outcomes of consultation with HNZPT. 	Activity status where compliance is not achieved: N/A
HH-R5.	External alterations not provided for in HH-R1 to HH-R4	
	<i>Note: For Solar Panels Refer to ENGY-R4</i>	
HH-R6.	Additions to a building or structure	
Category 1	Activity Status: DIS	Activity status where compliance is not achieved: N/A

<p>Category 2</p>	<p>Activity Status: RDIS</p> <p>Matters over which discretion is restricted:</p> <ul style="list-style-type: none"> (a) Effects on the heritage values of the structure including whether the alteration or addition is compatible with the scale, form, proportions and materials of the structure, and whether any architectural features will be removed or obscured; and (b) Effects on the views of the scheduled structure from public spaces; and (c) The benefits obtained from the addition or alteration including increasing the sustainability, functionality and/or livability of the structure; and (d) The degree to which the structure has already been modified; and (e) Risks to the structure during the works; and (f) The outcome of any assessments or advice from a suitably qualified and experienced heritage expert; and (g) The outcomes of consultation with HNZPT. 	<p>Activity status where compliance is not achieved: N/A</p>
<p>HH-R7.</p>	<p>Relocating a building or structure within the same site OR</p> <p>Relocating a building or structure within the same surroundings (general rural zone, PREC3 Aerodrome Precinct and open space zone)</p>	
<p>Category 1</p>	<p>Activity Status: DIS</p>	<p>Activity status where compliance is not achieved: N/A</p>
<p>Category 2</p>	<p>Activity Status: RDIS</p> <p>Matters over which discretion is restricted:</p> <ul style="list-style-type: none"> (a) Effects on the heritage values of the structure; and (b) The feasibility of the repositioning and the ability to retain the structure’s heritage values intact; and (c) Effects on the setting of the structure; and (d) The degree to which the structure is more or less visible from public spaces; and (e) How close the new location of the structure is to its original location, whether the new location is related to the heritage values of the structure; and (f) Risks to the scheduled structure during the works; and 	<p>Activity status where compliance is not achieved: N/A</p>

	<p>(g) Whether it is proposed as part of the project to restore the structure; and</p> <p>(h) The style, location and proximity of any other buildings or structures proposed as part of the project; and</p> <p>(i) The benefits obtained from undertaking the works; and</p> <p>(j) The outcome of any assessments or advice from a conservation architect or heritage architect; and</p> <p>(k) The outcomes of consultation with HNZPT.</p>	
HH-R8.	Relocation of a building or structure	
Category 1	Activity Status: NC	Activity status where compliance is not achieved: N/A
Category 2	Activity Status: DIS	Activity status where compliance is not achieved: N/A
HH-R9.	Demolition, including partial demolition, of a building or structure	
Category 1 & 2	Activity Status: NC	Activity status where compliance is not achieved: N/A

Sites & surroundings of heritage buildings & structures

<p>The rules in this table apply to the site or surroundings of heritage buildings & structures listed in SCHED1 in all zones, except where located on a road, esplanade reserve, or designated site where the rule applies to the mapped extent only</p>		
HH-R10.	<p>Any new building, new transportable building, or second hand relocated building located within the same site</p> <p>OR</p> <p>Any new building, new transportable building, or second hand relocated building located within the same surroundings (general rural zone, PREC3 Aerodrome Precinct, and open space zone)</p>	
Category 1 & 2	<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> The new or relocated structure is located to the rear of any building or structure listed in SCHED1 and is not visible from a public place; and From (date of notification) only one new or relocated structure is permitted per site or 	Activity status where compliance is not achieved: DIS

	surroundings (in the general rural zone) and it must be no more than 15 m ² in area and no more than 3 m high.	
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Significant archaeological sites

The rules in this table apply to the mapped extent of land identified as significant archaeological sites in SCHED2 in all zones		
HH-R11.	Maintenance and/or minor modification	
Activity Status: PER		Activity status where compliance is not achieved: N/A
HH-R12.	External additions to existing structures or buildings.	
Activity Status: RDIS		Activity status where compliance is not achieved: N/A
Matters over which discretion is restricted:		
<ul style="list-style-type: none"> (a) The effects on the values of the significant archaeological site, including advice and assessments from a suitably qualified and experienced archaeologist; and (b) Visual effects on the overall character and context of the site; and (c) If relevant to the application, benefits from increased awareness about the significance of the site; and (d) Outcomes from consultation with mana whenua and HNZPT. 		
HH-R13.	Earthworks	
HH-R14.	Erection of a new building or structure	
HH-R15.	Repositioning or removal of an existing building or structure	
Activity Status: DIS		Activity status where compliance is not achieved: N/A
HH-R16.	Destruction of a significant archaeological site	
HH-R17.	Plantation Forestry	
Activity Status: NC		Activity status where compliance is not achieved: N/A
<p><i>Note: This rule prevails over the Resource Management (National Environmental Standards for Plantation Forestry) Regulations 2017.</i></p>		

Sites & surroundings of significant archaeological sites

The rules in this table apply to the site or surroundings of significant archaeological sites listed in SCHED2 in all zones	
HH-R18.	Erection of a new building or structure within 25 m of the mapped extent of a significant archaeological site
HH-R19.	Relocation of a building or structure within 25 m of the mapped extent of a significant archaeological site
<p>Activity Status: RDIS</p> <p>Matters over which discretion is restricted:</p> <ul style="list-style-type: none"> (a) The location of the structure on the site; and (b) The effects on the values of the significant archaeological site; and (c) Outcomes from consultation with mana whenua and HNZPT. 	<p>Activity status where compliance is not achieved: N/A</p>

Signs on heritage buildings & structures or on significant archaeological sites

The rules in this table apply to the site or surroundings of heritage buildings & structures listed in SCHED1 and the mapped extent of significant archaeological sites listed in SCHED2 in all zones	
HH-R20.	Official Signs
<p>Activity status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> 1. The sign is required by the New Zealand Transport Agency, KiwiRail, Waitomo District Council or is required to meet legislative requirements such as health and safety legislation; and 2. The sign is not attached to any building or structure listed in SCHED1. <p><i>Note: This rule is not subject to any other rule in this plan.</i></p>	<p>Activity status where compliance with is not achieved: RDIS</p> <p>Matters over which discretion is restricted:</p> <ul style="list-style-type: none"> (a) The extent to which the sign and any supporting structures detract from the heritage values of the building or structure; and (b) Potential positive or adverse effects on road user and pedestrian safety.
HH-R21.	Interpretive signs
<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> 1. All the performance standards in HH - Table 2 are complied with; and 	<p>Activity status where compliance is not achieved: RDIS</p> <p>Matters over which discretion is restricted:</p>

<p>2. The sign is not attached to any building or structure listed in SCHED1.</p>	<p>(a) The matters of discretion associated with any performance standard which cannot be complied with in HH -Table 2; and</p> <p>(b) The extent to which the sign and any supporting structures detract from the heritage values of the building or structure.</p>
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HH-R22.	Temporary signs
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<p>Activity status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> 1. All the performance standards in HH - Table 2 are complied with; and 2. For temporary events and commercial filming, no signs must be erected earlier than six weeks before the activity and signs must be removed within 3 days of the end of the activity; and 3. For construction sites, no signs including any fence wrap, must be erected earlier than 6 months before commencement of the construction works and must be removed within 7 days of completion of the construction project; and 4. For property for sale or lease, there is no limit on the duration of the sign provided that once the property is sold or let, the sign must be removed within 7 days; and 5. For electioneering, no sign must be erected earlier than 9 weeks before the election to which it relates and must be removed within 1 day of the election day, unless otherwise required by statute; and 6. The sign is not attached to any building or structure listed in SCHED1 or located on a significant archaeological site. 	<p>Activity status where compliance with is not achieved: RDIS</p> <p>Matters over which discretion is restricted:</p> <ol style="list-style-type: none"> (c) The matters of discretion associated with any performance standard which cannot be complied with in HH -Table 2; and (d) The extent to which the sign and any supporting structures detract from the heritage, cultural or archaeological values of the site, structure, building or feature; and (e) The extent to which the quality of the sign, its content and the design and graphics used complements the heritage, cultural or archaeological values of the site or feature; and (f) The proposed duration the sign is displayed; and (g) Potential positive or adverse effects on the amenity values and character of the surrounding area including effects on visual amenity values; and (h) Whether the sign is in keeping with the built and natural features in the area; and (i) Potential positive or adverse effects on road user and pedestrian safety; and (j) Whether the sign would combine with existing signs on the site or in the surrounding area, to create visual clutter.
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HH-R23.	Footpath signs including sandwich boards and teardrop flags
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<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> 1. All the performance standards in HH - Table 2 are complied with; and 2. The sign must be placed on the footpath/berm immediately outside and in front of the premises to which it relates; and 	<p>Activity status where compliance with is not achieved: RDIS</p> <p>Matters over which discretion is restricted:</p> <ol style="list-style-type: none"> (a) The matters of discretion associated with any performance standard which cannot be complied with in HH -Table 2; and
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<p>3. Where the sign is not located immediately outside and in front of the premises to which it relates, see HH-R24; and</p> <p>4. A consistent 2 m wide clear space must be maintained for pedestrians on the footpath; and</p> <p>5. The sign must be removed from the footpath or berm at the completion of the day's trading and not returned until the start of the next day's trading; and</p> <p>6. The sign must not be displayed on or attached to any power or lighting pole, bollard, rubbish bin, plant box, pylon, public sign or other similar structure in a public place, provided that this rule does not apply to signs erected by Waitomo District Council; and</p> <p>7. The sign must not be placed on any official sign or traffic control devices or their supporting poles, posts or structures; and</p> <p>8. The sign must not be displayed on any median strip, kerb projection, roundabout, or any other traffic separation structure on any road.</p>	<p>(b) The extent to which the sign detracts from the heritage, cultural or archaeological values of the site or feature; and</p> <p>(c) The extent to which the quality of the sign, its content and the design and graphics used complements the heritage, cultural or archaeological values of the site or feature; and</p> <p>(d) Potential positive or adverse effects on the amenity values and character of the surrounding area; and</p> <p>(e) Whether the design, dimensions, nature, and colour of the sign would impact traffic safety or the integrity of the structure it was attached to; and</p> <p>(f) Whether there are any special circumstances or functional needs relating to the activity, site or surroundings, which affect sign requirements; and</p> <p>(g) Potential positive or adverse effects on road user and pedestrian safety; and</p> <p>(h) Whether the sign would combine with existing signs on the site or in the surrounding area, to create visual clutter.</p>
HH-R24.	Signs (other than temporary signs) that are not located on the same site as the activity they advertise or signs that do not relate to the activity carried out on the site
HH-R25.	Signs not otherwise listed in HH - Table 1
Activity Status: DIS	Activity status where compliance with is not achieved: N/A

HH - Table 2 - Performance Standards

<p>The rules in this table apply to the site or surroundings of heritage buildings & structures listed in SCHED1 and the mapped extent of significant archaeological sites listed in SCHED2 in all zones</p>	
HH-R26.	Standards for all signs
<p>1. Signs must not be located in or project over the railway corridor; and</p> <p>2. Signs must not be located in or project over a road, indicative road, vehicle access point, accessway, service lane or driveway; and</p>	<p>Matters over which discretion is restricted:</p> <p>(a) The extent to which the sign detracts from the heritage, cultural or archaeological values of the site or feature; and</p>

<ul style="list-style-type: none"> 3. Signs must not obstruct the line of sight of any corner, bend, intersection, vehicle or rail crossing; and 4. Signs must not be placed within 20 m of a road intersection; and 5. Signs must not obstruct, obscure or impair the view of any traffic or railway sign or signal; and 6. Signs must not have flashing or revolving lights or lasers and must not be shaped or use images or colours that could be mistaken for a traffic control device in colour, shape or appearance; and 7. Signs must not be illuminated or digital. 	<ul style="list-style-type: none"> (b) The extent to which the quality of the sign, its content and the design and graphics used complements the heritage, cultural or archaeological values of the site or feature; and (c) The extent to which the sign may be an obstruction to sight distances, traffic or railway signs or signals, or unnecessarily intrude into a driver’s field of vision or cause a distraction that affects safety for road users; and (d) The extent to which the sign may physically obstruct vehicles, trains or pedestrians; and (e) Proximity to other signs and intersections and potential adverse effects on the safety of road users including pedestrians; and (f) The hours the sign will be illuminated; and (g) The type of illumination used, the frequency and intensity of intermittent or flashing light sources, and the proposed periods of illumination and frequency of image changes.
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HH-R27.	Interpretive signs
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<ul style="list-style-type: none"> 1. One interpretive sign is permitted per site, except where the site has more than one road entrance, in which case, signs are limited to a maximum of one per road entrance; and 2. The maximum sign face area must be no more than 1 m² visible in any one direction, except in the residential, settlement, future urban and rural lifestyle zones and amenity precinct (PREC6) where the maximum sign face area must be no more than 0.5 m² visible in any one direction; and 3. The maximum height of any interpretive sign must not exceed 2 m as measured from ground level; and 4. Interpretive signs are not subject to the setback and height to boundary requirements in underlying zones. 	<p>Matters over which discretion is restricted:</p> <ul style="list-style-type: none"> (a) The extent to which the quality of the sign, its content and the design and graphics used would complement the scheduled site or feature; and (b) The extent to which the sign, supporting structures and the means of affixing the sign detracts from the values of the scheduled site or feature; and (c) The benefits obtained from the placement of the sign including increased understanding of the significance of the scheduled site or feature; (d) Potential positive or adverse effects on the amenity values and character of the surrounding area; and (e) Potential positive or adverse effects on road user and pedestrian safety; and (f) Whether the sign(s) would combine with existing signs on the site or in the surrounding area, to create visual clutter.
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HH-R28.	Temporary signs
<p>1. Signs for temporary events and commercial filming must comply with the following:</p> <ul style="list-style-type: none"> (i) Maximum number: 1 per site; and (ii) Maximum sign face area: 3 m²; and (iii) Maximum height of a freestanding sign: 4 m as measured from ground level. 	<p>Matters over which discretion is restricted:</p> <ul style="list-style-type: none"> (a) The degree of visual intrusion the sign(s) would have on the surrounding environment; and (b) The proposed duration of the display period; and (c) The extent to which the sign, supporting structures and the means of affixing the sign detracts from the values of the scheduled site or feature; and (d) The content of the sign(s) and whether the sign(s) would promote the wellbeing of the community through advertising events or providing information; and (e) The extent to which the impacts of the sign(s) would be increased or lessened due to: <ul style="list-style-type: none"> (i) The visibility of the sign(s); and (ii) The length of the road frontage; and (iii) The shape of the site, topography, natural and built features in the surrounding area; and/or (iv) Vegetation or other mitigating factors; <p>AND</p> <ul style="list-style-type: none"> (f) The extent to which a planned arrangement of the sign(s) has been used to avoid any effect of visual confusion or clutter; and (g) The effects on vehicle manoeuvring and site access; and (h) Whether the increased number, height or dimensions of a sign(s) would adversely affect road user and pedestrian safety. <p><i>Note: Any temporary sign on a significant archaeological site is a restricted discretionary activity. See HH-R22</i></p>
<p>2. Construction signs (excluding fence wrap) must comply with the following:</p> <ul style="list-style-type: none"> (i) Maximum number: 4 per site provided a double-sided sign counts as 2 signs; and (ii) Maximum sign face area: 2 m²; and (iii) Maximum height of a freestanding sign: 4 m as measured from ground level. 	
<p>3. Property for sale or lease signs must comply with the following:</p> <ul style="list-style-type: none"> (i) Maximum number: 4 per holding provided a double-sided sign counts as 2 signs; and (ii) Maximum sign face area: 2 m²; and (iii) Maximum height of a freestanding sign: 2 m as measured from ground level. 	
<p>4. Election signs must comply with the following:</p> <ul style="list-style-type: none"> (i) Maximum number of signs: 1 per site; and (ii) Maximum sign face area: 3 m²; and (iii) Maximum height of a freestanding sign: 4 m as measured from ground level. 	
HH-R29.	Footpath signs including sandwich boards and teardrop flags
<p>1. Maximum number of signs per premises: 1 per road frontage; and</p> <p>2. Maximum sign face area: 0.5 m²; and</p> <p>5. The sign must not encroach over more than 600 mm of the footpath or berm.</p>	<p>Matters over which discretion is restricted:</p> <ul style="list-style-type: none"> (a) Whether the increased number or increased size of footpath signs would impact on the visual amenity of the building, site and surrounding area; and

	<p>(b) The extent to which the sign detracts from the values of the scheduled site or feature; and</p> <p>(c) Whether the increased size of the sign or increased encroachment would impact on road user and pedestrian safety.</p>
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Advice notes

Heritage New Zealand Pouhere Taonga

Activities may also require an authority from Heritage New Zealand Pouhere Taonga (HNZPT).

Accidental discovery protocol

In the event that an unidentified archaeological site or a wāhi tapu site is located during works, the following applies:

- *Work must cease immediately at that place and within 20m around the site;*
- *Heritage New Zealand Regional Archaeologist must be notified and apply for the appropriate authority if required;*
- *Notify the appropriate iwi groups or kaitiaki representative of the discovery and ensure site access to enable appropriate cultural procedures and tikanga to be undertaken, as long as all statutory requirements under legislation are met (New Zealand Pouhere Taonga Act 2014);*
- *If human remains (koiwi) are uncovered then the Heritage New Zealand Regional Archaeologist, NZ Police and the appropriate iwi groups or kaitiaki representative must be notified. Remains are not to be moved until such time as iwi and Heritage New Zealand have responded;*
- *Works affecting the archaeological site and any human remains (koiwi) must not resume until appropriate authority and protocols are completed.*

If the protocol is not adhered to then Heritage New Zealand can take out prosecution proceedings under the New Zealand Pouhere Taonga Act 2014

Signs within a road reserve

Any sign proposed to be located within a road reserve requires the approval of the road controlling authority.

Existing signs

Where a sign has been erected that does not meet the criteria for an existing use under the Act, Waitomo District Council may require that the sign be removed.