

TO: Caleb Park

FROM: Heather Bauchop, Heritage Advisor

DATE: 17 June 2025

SUBJECT: **LUC-2025-146 – 33 RUSSELL STREET**

Dear Caleb,

Please find below my heritage comments for **application LUC-2025-146 – 33 Russell Street**.

Please note, as there are no appeals relevant to this application from a heritage perspective, it has been assessed under the 2GP rules and assessment guidance only.

Site Inspection

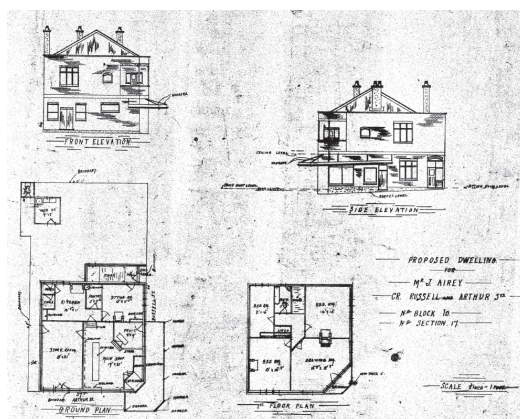
I inspected the site 10 June 2025.

Heritage Status & Values

The subject building is identified in the 2GP as character-contributing (CC854) to the City Rise Residential *Heritage Precinct*.

It is not included in the Heritage New Zealand Pouhere Taonga list.

This combined ground floor corner shop with dwelling above was built in 1923 for storekeeper J Airey. There had been a store on this site since the 1860s, associated with George Dryden, who built many of the properties in the area. The shop was converted to residential use in 2009. The shop is a significant survivor of the small businesses and shops that operated in City Rise.



DCC Plans for 1923 shop and dwelling

The Proposal

Describe and used bullet points if necessary

- The proposal is to reinstate commercial activity (a café and small grocery) in the former ground-floor shop.
- This involves alterations to the CCB, including reinstating the original corner entrance to the shop, signage, and new ducts/vents.

Commentary

1. City Rise in the nineteenth and twentieth centuries was a community centred around shops and other services in the Russell Street/Arthur Street/Duncan Street area, including the former Duke of Edinburgh Hotel and the former Russell Street Sunday School Building, opposite 33 Russell Street. Other community facilities included the former bowling club to the north on Arthur Street. Small shops traded at the corner of Arthur and Duncan Street, a block further north from the subject site, one of which survives in a modified form. As noted above, the subject building was a grocery/dairy from 1923 until 2009.
2. The subject site has a history of commercial use from the 1860s through to 2009. The subject building was erected in 1923 as a grocery/dairy with an associated residence. Evidence of the former commercial activity includes the surviving shopfront and brackets for a sign on the verandah roof.

Café – Restoring Commercial Function

3. The proposed use as a café enhances the heritage streetscape character by restoring an active community function to the building and City Rise. The alterations will encourage the future use of the building (13.6.2.a.iii/1) and will create an attractive and welcoming façade (A2.1.9.2.d). The application proposes altering the residential and commercial parts of the building.
4. The application proposes several changes to the shopfront:
 - A new bifold barista window in the location of the original 1923 door.
 - A new accessible entry door in the existing opening.
 - A new main entry door where the original corner shop entry was located. The plans show French doors in a timber frame. The use of the timber frame is supported.
 - The materials of new door and window joinery are generally not identified, but timber would be supported as a traditional material.

These alterations are generally supported.

Installing Services

5. Note the heat pump marked as 'new' has already been installed and is a larger unit than that shown in the drawings.
6. The new commercial kitchen and bathroom require new ducting and air vents. The plans show the vents and ducts on the south wall. Two small air vents (150-200 mm ducting venting from the bathroom and kitchen) and a large (350mm) grease duct are proposed.



Existing south elevation from Arthur Street

7. The south wall is visible when travelling north on Arthur Street. The grease duct to the roof fan is large and would be visually intrusive from the street and is not considered to be appropriately located (Rule 13.6.4.2.ii). The application does not indicate whether alternative locations or methods for installing the ducts were considered. These could include (in order of least to greatest visual impact from the street):
 - Installing the grease duct internally and venting to the roof.
 - Running the grease duct horizontally to the rear of the building and then continuing it vertically to the roof. The adjoining residence would largely conceal the duct run. concealed by the adjoining residence.
 - Shrouding the ducts to make them less intrusive.
8. The air intakes have covered vents. There is an existing air vent on the south elevation in a similar location. It is recommended that these vents match the colour of the existing wall to reduce their visual impact.

Other Alterations

Signage

9. The dairy had a verandah-top sign consented in 1981, the brackets of which remain. The verandah top sign is consistent with the building's historic use. It is supported as maintaining or enhancing the heritage streetscape character, as it does not dominate the façade or conceal architectural features (A2.1.9.4h.i/ii).
10. The application proposes two illuminated signs. These are small and mounted under the verandah. They are considered to have little effect on heritage streetscape character (A2.1.9.4h.i/ii).

South Elevation

11. The two existing window openings are to be closed. These windows are largely not visible from the street. Closing them up is considered to have little effect on heritage streetscape character (13.6.4.2.iii.b).

West Elevation

12. French doors on the west elevation replacing the existing window. A new window is replacing the existing door on the west elevation. These changes are a reconfiguration of the existing openings. Reconfiguring the existing openings is considered to have little effect on heritage streetscape character (13.6.4.2.iii.b).

North Elevation

13. The application proposes installing a bespoke steel grille/screen across the ground floor pedestrian access to the apartment. The existing opening has had a c.1m traditional fence/gate across it, although the gate is missing. The proposed grille is higher, at a similar height to the

door. Such grilles/gates are a traditional way of screening street-level entries. The drawing does not show any design details, but indicates it is to be 'bespoke.' It is preferred that the new grille reflect the design of the existing cast iron fence to maintain the heritage streetscape character (13.6.4.2.iii.b).

14. The existing north ground-floor shopfront has been reconfigured from the 1923 design, reflecting the change from commercial to residential use. The proposed new design reconfigures the shopfront as commercial, better reflecting the building's earlier use, enhancing the heritage streetscape. The alterations to the shopfront are generally supported as enhancing the heritage streetscape character as they encourage the ongoing use of the building (13.6.4.2.iii.b, 13.6.4.2.iii.a).



East Elevation

15. The application proposes a new fixed window into the long-closed service access door. The new timber joinery is to match the existing joinery. The use of timber joinery is supported.



Existing east elevation

Summary

16. Overall, I support the proposal as reflecting the heritage streetscape character of the area and the building's history of commercial use, subject to refining the ducting.
17. The proposed grease duct is visually intrusive, adversely affecting the heritage streetscape character. Adverse effects on the heritage streetscape character could be mitigated to an acceptable level. There may be other options for installing the ducts. These could include:
- **Option A:** Installing the grease duct internally and venting to the roof rather than mounting it on the exterior wall. The application does not indicate whether running the ducting internally has been considered or is possible.
 - **Option B:** Running the grease duct horizontally to the rear of the building and then continuing it vertically to the roof. Running the grease duct to the building's rear would mean it was largely concealed by the adjoining residence. The application does not indicate whether this duct placement has been considered.
 - Where the ducts will be visible, shrouding them to make them less intrusive.
 - Pairing the two extract ducts from the kitchen more closely and making them the same diameter to reduce their visual impact.

18. Changes to residential parts of the building are supported with a condition that the bespoke screen/gate references the period details of the existing fence.
19. The changes to the shopfront are supported, but timber joinery is preferred.
20. The proposal to install the ducts on the south elevation is not supported in its current form. We are happy to meet with the applicant to discuss the options for installing the ducts.
21. The subject site is associated with pre-1900 human occupation. The development will likely require an Archaeological Authority under the *Heritage New Zealand Pouhere Taonga Act 2014*. An advice note to this effect should be included in the consent.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Heather Bauchop', written in a cursive style.

Heather Bauchop
Heritage Advisor
City Development

TO: City Planning

FROM: Subdivision Support Officer, City Growth Team

DATE: 19th June 2025

LUC-2025-146 **SUBJECT: MIXED USE ACTIVITY WITH ANCILLARY PREMISE**

SUBJECT: **ADDRESS: 33 RUSSELL STREET, DUNEDIN**

3 WATERS COMMENTS

1. The Proposed Activity

Land use consent is sought from DCC to mixed use activity with ancillary premise at 33 Russell Street, Dunedin. The site is within the Inner City Residential Zone in the Second-Generation District Plan (2GP).

The site is also located within an Archaeological Alert Layer Mapped Area, and a Heritage Precinct Overlay Zone.

Existing Services

The DCC's GIS records show a 100mm diameter water supply pipe, a 225mm diameter stormwater pipe, and a 150mm diameter wastewater pipe in Russell Street. Records also show a 100mm diameter water supply pipe, and a 150mm diameter wastewater pipe in Arthur Street.

2. Infrastructure Requirements

Dunedin Code of Subdivision and Development 2010.

All aspects of this development must be undertaken in accordance with the requirements of the Dunedin Code of Subdivision and Development 2010.

Water Services

The Dunedin City Council Water Bylaw 2011 sets out the requirements for connections to the water supply network.

Each unit must have a water connection. There is an existing water connection to the property which can be retained for a unit, if suitable. For a new water connection or any change to an existing water connection, an "Application for Water Supply" is required.

Non-domestic water connections require an RPZ boundary backflow prevention device and a meter. Installation of an RPZ requires a building consent, or an exemption from a building consent. Details of the device and its proposed location will be approved through that process. The retrofit an RPZ or meter requires an "Application for Water Supply" to modify the existing connection. Once the RPZ is installed at the approved location, a completed "Notification Of A New Boundary Backflow Prevention Device" form must be supplied to 3 Waters. Non-domestic water connections include any service in excess of 25mm.

Firefighting Requirements

All aspects relating to the availability of water for firefighting should be in accordance with SNZ PAS 4509:2008, being the Fire Service Code of Practice for Fire Fighting Water Supplies.

There is a Fire Hydrant (WFH02802) 60m from the development and a second Fire Hydrant (WFH07146) 80m from the development. Based on SNZ PAS 4509:2008 a FW3 (25l/s) zone requires a Fire Hydrant within 135m and a second within 270m. These Fire Hydrants requirements are compliant for the development.

Stormwater Services

To allow adequate pervious area for natural stormwater drainage, the maximum site coverage specified in the District Plan must be complied with. Please note that there are new site coverage rules in the 2GP for both building coverage and maximum site imperviousness.

Any existing stormwater connections that will not be utilised as part of the new development must be cut and plugged at the DCC owned stormwater main, where applicable.

Wastewater Services

Any existing wastewater connections that will not be utilised as part of the new development must be cut and plugged at the DCC owned wastewater main.

Trade Waste

The Dunedin City Council Trade Waste Bylaw 2008 requires Trade Waste dischargers to obtain Trade Waste consent.

The Dunedin City Council requires all food businesses/premises engaged in the cooking, preparation or sale of food (e.g: restaurants, takeaways, hospitals, hotels, bakeries, butcheries and supermarkets) to install and regularly maintain a system (such as a grease trap) that removes fats, oils and grease from the wastewater discharged from that business.

A "Trade Waste Application Form" must be submitted to the Dunedin City Council 3 Waters Group prior to any commercial or industrial activity taking place on-site.

Trade Waste requirements can be discussed with the Senior Tradewaste Officer.

3. Consent Conditions

The following conditions should be imposed on any resource consent granted:

Water Services

- a. Each unit shall have a water connection. There is an existing water connection to the property which can be retained, if suitable.
- b. An RPZ boundary backflow prevention device and meter must be installed on any non-domestic water connection servicing the site. A completed "Notification Of A New Boundary Backflow Prevention Device" form must then be supplied to 3 Waters.

Trade Waste

- c. A "Trade Waste Application Form" must be submitted to the Dunedin City Council 3 Waters Group prior to any commercial or industrial activity taking place on-site.

4. Advice Notes

The following advice notes may be helpful for any resource consent granted:

Code of Subdivision & Development

- All aspects of this development must be compliant with Parts 4, 5 and 6 of the Dunedin Code of Subdivision and Development 2010.

Water Services

- Detail of the water supply application process can be found at:
<http://www.dunedin.govt.nz/services/water-supply/new-water-connections>.
- Non-domestic water connections require an RPZ boundary backflow prevention device and a meter. Installation of a boundary backflow prevention device requires a building consent, or an exemption from a building consent ([Boundary-backflow-Building-Consent-exemption-form-editable.pdf \(dunedin.govt.nz\)](http://www.dunedin.govt.nz/files/default/2016/06/01/Boundary-backflow-Building-Consent-exemption-form-editable.pdf)) before the device is installed. Once the device is installed, 3 Waters must be advised so the installation can be approved. A “Notification Of A New Boundary Backflow Prevention Device” must be supplied to 3 Waters for any new RPZ. Further information is available at <http://www.dunedin.govt.nz/services/water-supply/backflow>.
- All aspects relating to the availability of water for firefighting should be in accordance with SNZ PAS 4509:2008, being the Fire Service Code of Practice for Fire Fighting Water Supplies, unless otherwise approved by Fire and Emergency New Zealand.

Trade Waste

- Trade waste requirements and an application form is available at:
<http://www.dunedin.govt.nz/services/wastewater/tradewaste>

Erosion and Sediment Control

- The following documents are recommended as best practice guidelines for managing erosion and sediment-laden run-off:
 - The Erosion & Sediment control Toolbox for Canterbury found on the ECan website link CRC Erosion & Sediment Control Toolbox <http://esccanterbury.co.nz>
 - Dunedin City Council “Silt and Sediment Control for Smaller Sites” (information brochure).

Andrew Budd
Subdivision Support Officer
City Growth Team
Dunedin City Council

Environmental Health Resource Consent comments

TO: Jane O'Dea - City Planning
FROM: Alison Blair - Environmental Health
DATE: 15.9.2025

CONSENT NUMBER: LUC-2025-146

Brief description of proposed activity?

The premises occupy a corner section facing both Russell and Arthur Streets. A small scale café/restaurant activity is proposed with a limited grocery offering and ON/OFF Licence on the ground floor of this property. Potential hours of trade are between 7.00am and 10.00pm, seven days each week.

The second floor is to be used as accommodation space.

Why does the activity require a Resource Consent?

Non complying activity in this area.

What is the existing environment - sensitive receivers, zoning and noise limits?

The site is located in an Inner City residential zone with noise limits of 50dBA from 7.00am - 9.00pm and 40dBA from 9.00pm - 7.00am

What are the likely Environmental Health Effects of the activity?

Noise from heat pumps and ducting, if not correctly installed and maintained, have potential to create a noise nuisance.

Delivery vehicles that service the café have potential to create a noise nuisance if delivery times occur before 7.00am.

Has the Applicant or their technical experts (if applicable) adequately identified these effects? *If not, then consider requesting further information before commenting further.*

Yes.

Has the Applicant proposed suitable mitigation, e.g. offered conditions, if relevant?

The applicant has offered for a noise review to be conducted after the first year of operation and a second condition that would prohibit the arrival of delivery vehicles before 7.00am.

Are you aware of any information that is relevant to the proposal, e.g. observations from site visits, noise measurements, history of complaints?

There are no history of complaints from the site. Noise measurements have not been conducted.

Overall, do you have concerns in relation to the proposal?

No. The proposal is for a small scale business activity with reasonable hours of operation.

Would you recommend any conditions or endorse those proposed by the applicant?

I endorse the conditions suggested by the applicant in relation to noise management and controlled hours of delivery.

Construction Noise

If construction noise is applicable, then compliance with NZS:6803 should be a condition of consent.

Any other advice notes or comments?

The application has spoken of an OFF licence for the sale of wine. This type of proposal is unlikely to meet the legal requirements for the granting of an OFF licence. The applicant is encouraged to consult with a member of the Alcohol Licensing team for further information.

Alison Blair

ENVIRONMENTAL HEALTH OFFICER

TO: Jane O’Dea, Planner

FROM: Reese Martin, Planner – Transport

DATE: 12th September 2025

SUBJECT: **LUC-2025-146**
33 RUSSELL STREET, DUNEDIN

APPLICATION:

Land Use Consent is sought to establish a licensed café, carry out the sale of specialty food items, a visitor accommodation activity, and a residential activity on the site at 33 Russell Street. The site has frontage to Russell Street and Arthur Street and vehicle access is currently provided from Russell Street via an existing hard surfaced vehicle crossing which provides access to an existing sealed driveway/car parking area. The proposal will involve a number of internal/external alterations to the existing building as well as changes to the existing pedestrian access to the building from Russell Street. Although no changes to the existing vehicle access or on-site car parking provision is proposed and will continue serve as on-site car parking for the proposed residential activity. No on-site car parking for the café or proposed visitor accommodation activity is proposed. New café signage is also proposed.

As part of the licensed café activity the applicant proposes to provide a total of 25 indoor seats as well as 8 external seats located on the footpath and will be operated by between 3-6 staff. Deliveries are anticipated to be carried out by the owner or via courier and will likely rely on on-street parking for this, albeit no large vehicles are anticipated for deliveries. The café is expected for the most part to serve local residents in the area and will be open from 7am to 10pm. It is understood/considered that the provision for outdoor seating is not being consented or approved as part of this application and must be applied for and approved separately under the Trading in Public Places Bylaw and the location of this seating is best considered under that process outside of the RMA, albeit these have been included as part of this assessment for completeness.

The site is zoned Inner City Residential. Russell Street is classified as a Local Road under the 2GP Road Classification Hierarchy while Arthur Street is classified as a Collector Road. Overall, the proposal is assessed as a Non-Complying activity.

ACCESS:

The site currently accommodates an existing hard surfaced vehicle crossing which provides access to an existing sealed driveway/car parking area from Russell Street. No changes to this existing vehicle access provision are proposed. The applicant proposes to establish a new accessible door in the location of an existing door from Russell Street as well as creating a new door for primary pedestrian access to the new café on the corner of Russell Street and Arthur Street. Pedestrian access to the new residential and visitor accommodation activities will be provided via an existing door from Russell Street with additional pedestrian access proposed on the ground floor out to the existing parking area.

Overall, the existing and proposed vehicle and pedestrian access is considered to be acceptable.

PARKING AND MANOEUVRING:

The site currently accommodates an existing on-site car parking area, accessed from Russell Street and no changes to the existing on-site car parking arrangement is proposed and will continue to serve as on-site car parking for the residential activity. This is acceptable.

SIGNAGE:

As part of the proposed licensed café the applicant proposes to install a new 'Tomboy' sign located on the roof of the existing veranda and is likely designed to be read by passing motorists. This sign will be 1.7m long and 0.6m wide with a letter height of 363mm. The applicant also proposes to install two small 'All Press' signs (one each facing out onto Russell/Arthur Street) which will have a height and width of 300mm by 300mm and will not include any wording, one of which will extend out over footpath. It does not appear that this signage will be illuminated and if this is to be the case then compliance is anticipated/expected.

Rule 6.7.2.3 requires that signs that overhand the public footpath must be at least 2.5m above the footpath, hang perpendicularly, not extend past the edge of a veranda, and be a minimum of 500mm from the road edge. The proposed 'All Press' sign that will extend over the footpath on Russell Street will comply with these requirements and is acceptable.

Rule 6.6.7.3.1 requires that the minimum letter height of signs designed to be read by passing motorists where the speed limit is less than 70km/h is 120mm. The proposed 'Tomboy' sign will easily comply with this and is acceptable. Further noting that the signs will not be of a design or form that will resemble or conflict with traffic signs.

Overall, subject to a condition recommended for completeness, the proposed signage is considered to be acceptable.

GENERATED TRAFFIC:

The applicant notes that the number of internal seats proposed will be 25 aswell as potentially an additional 8 external seats located outside of the building on the footpath aswell as up to 6 staff. As noted above, the provision for outdoor seating is not being consented or approved as part of this application and must be applied for and approved under the Trading in Public Places Bylaw but is included for the purposes of this assessment.

It is noted that NZTA Research Report 453 Trips related to land use sets out the potential traffic generated that could be generated by a restaurant activity which is the most applicable activity to consider traffic generation against based on the number of seats proposed with an 85th percentile rate of 0.5 trips in the peak hour or 6.1 trips per day per seat. Based on the number of seats and the number of staff proposed, the proposed activity could generate in the order of 16 trips in the peak hour and 207 trips per day.

The applicant has also considered this and anticipate a customer volume rate of 50-100 customers per day with peak day hours being 7:30-8:30am, 12-1pm, and 3-4pm, with peak evening hours during 6-8pm. On average they anticipate 8 customers per hour and is generally consistent with that anticipated by NZTA Research Report 453. Although realistically it should be acknowledged that the total number of vehicle trips is likely to be lower than this number noting that the activity will be located within a residential area and the applicant expects to generally serve the needs of residents in the local area.

While the 2GP no longer requires the provision of minimum car parking requirements which has been removed from the District Plan by the National Policy Statement for Urban Development (NPSUD), as the proposed café activity is not anticipated within the residential zone the effects of the proposal in terms of an increase in on-street parking demand has been considered. The applicant notes that the proposal focuses on the local community and therefore any new parking demand is expected to generally be low. Further noting that Council has recently agreed on parking changes to increase the amount of existing on-street car parking in Russell Street which will help to off-set any increases in on-street parking demand in the area as a result of the proposal.

This has also been considered by the Transport Safety Team/an external traffic consultant who agree with this and note that there generally appears to be additional on-street car parking capacity in the surrounding area and the proposal is unlikely to result in any significant transport concerns in terms of the potential additional traffic generation/parking demand that may occur. Especially noting that the recent upgrade of the Russell Street/Arthur Street intersection to a roundabout with raised pedestrian crossing points has significantly improved the overall safety of the area for both vehicles and pedestrians and will be able to easily cope with the proposed change of use of the property and any flow-on effects on the wider Transport Network. We further note that any potential parking changes to support the operation of the site if required are best considered outside of the RMA process.

It is noted that the proposed café activity will result in deliveries occurring regularly (either by the applicant or courier) in order to support the café, although no dedicated delivery areas are proposed and therefore will be reliant on existing on-street car parking near the site, albeit these are likely to occur outside of the morning and evening peak hour times when the network is under the most demand. The applicant notes that no large trucks are anticipated for deliveries and the applicant is amenable to this being a condition of consent. A condition is therefore recommended accordingly.

Overall, Transport considers that the effects of the traffic generated as a result of this proposal on the transport network will be no more than minor.

CONCLUSION

Transport considers the effects of the proposed development on the transportation network to be no more than minor, subject to the following conditions:

CONDITIONS:

- (i) All signage must comply with the 2GP signage requirements at all times (Rule 6.7.2 and Rule 6.7.3).
- (ii) All deliveries to the café must be carried out using vehicles no larger than a 99th Percentile Car.