

Mr Steven Avery  
 Executive Director  
 Heritage Victoria  
 1 Spring Street  
 Melbourne, VIC 3000

15 June 2026

Dear Mr Avery

**Re: Kawarau (VHR H0489) - Permit Application P41747**

We refer to permit application P41747 for the construction of a two-storey addition, replacement of the existing carport and alterations to facilitate DDA-compliant access between the addition and original building at Kawarau, located at 405 Tooronga Road, Hawthorn East. This letter is prepared with specific regard to the requests of further information raised by Heritage Victoria and dated 24 March 2026 and 16 April 2026.

**Further information required**

The initial request for further information was issued by Heritage Victoria on 24 March 2026 in relation to the proposed handrail to the stairs and remediation works to the first-floor balcony. Table 1 provides a response to the further information requested by Heritage Victoria.

A subsequent request for further information was issued on 16 April 2026 in relation to the referral comments raised by the heritage advisor from the City of Boroondara. It is noted that City of Boroondara does not object to the proposed works, however a response was provided by Council with regard to the extent of demolition of original fabric proposed, and some recommendations provided for consideration for permit conditions for the works. Table 2 provides a response to each comment/recommendation provided by City of Boroondara’s heritage advisor.

Revised architectural drawings prepared by Bryant Alsop and dated 15 June 2026 accompany this submission and are provided to substitute the drawings submitted with the permit application.

Table 1 Response to Heritage Victoria’s request of further information issued on 24 March 2026

Heritage Victoria’s request of further information	Response
There are concerns with the proposed approach to introducing handrails to the main staircase. This staircase is a feature of the building including a box window to the central landing with a large, stained glass window and ornately carved timber balustrade. The proposal to install two new handrails, one to each side, will result in visual harm, particularly in front of the stained glass window.	The existing timber balustrade to the main staircase is not compliant, and additional handrails are required to the stairs to comply with current requirements for buildings in public (school) use. From a safety and use perspective, the key consideration and requirement is for a compliant handrail to be provided to both sides of the stairs.
More information is required to understand the detail of the proposed handrails (i.e., detailed drawings and/or renders), how it will relate physically and visually to the surrounding heritage fabric, and what alternatives were	From a heritage perspective, the key issues are the retention of the existing fabric of the stairs, including the

considered including performance solutions and why those were deemed unsuitable. In particular, it is raised as to whether there may be an alternative, more sympathetic approach than the introduction of a handrail in front of the feature window. You may wish to collaborate with a Disability Access Consultant to develop the proposal and possible performance solutions.

timber balustrade, and the avoidance of any visual impacts, particularly in front of the stained glass window.

The proposed new handrails are small profile (30mm diameter) with a bronze powdercoat finish, to be fixed at the required height to the wall on the outside edge of the stairs and to the stair treads on the inner edge. Australian Standards require that stair handrails are to be 'continuous throughout the stair flight and, where practicable, around landings.' The inside handrail will be continuous, as per AS1428.1 requirements. As we understand that a continuous handrail is not required around the whole landing on the outside edge, it is expected at this stage that the handrail fixed to the wall will stop and start either side of the stained glass window. This will ensure that the proposed handrails do not obscure views of the existing box window to the central stair landing.

It was previously assumed that glass panels would be required in front of the existing timber balustrade due to the gap between the balusters being too wide to comply with current safety standards. However, further investigation has determined that this is not required, and there is only one area in which a new baluster will be required to fill a gap where a broken baluster has been removed. For this area, it is proposed to install a replacement timber baluster that matches the detail of the existing balustrade. The proposed new handrail will sit in front of the timber balustrade but will be fixed to the stair treads. There will be no physical intervention into the original timber balustrade which will be retained in situ and remain legible as part of the original fabric of the building. Fixing details can be provided under permit conditions, however it is intended that fixing to the wall and timber stair treads will be minimised in order to reduce physical impact on the original building fabric.

While new materials will be introduced to the original staircase, the proposed handrails will adopt a simple contemporary design that will have minimal visual impact on the staircase and will be read as contemporary element to the staircase.

The proposed stair handrails are shown on architectural drawing no. TP11, prepared by Bryant Alsop and dated 15 June 2026, which accompanies this submission.

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The heritage impact statement notes that *'remediation works to the first-floor balcony were identified during the pre-application meeting, however other works to the balcony do not form part of this application.'* This is understood to mean that there are to be no works,

Trethowan Heritage has been engaged to scope the conservation works required for the balcony. A site inspection was undertaken by Trethowan Heritage on 22 May 2026 and Sheer Force structural engineers on 5 June 2026. The accompanying documentation was prepared to

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including repairs, to the balcony aside from the proposed installation of a glazed balustrade. It was noted during the pre-application meeting that the balcony was not safely accessible and would require remediation. Further, it is generally expected that some conservation works are undertaken to balance the impacts of the proposed new works. In this case, it would be anticipated that conservation works be undertaken to remediate the balcony for safe access. Please provide further information addressing these matters.

provide a response regarding remediation works to the first-floor balcony:

- Trethowan Heritage, Memorandum Response to P41747 RFI Item No. 2, 15 June 2025

Trethowan Heritage also provided a set of marked-up architectural drawings identifying the location and type of works required.

A detailed scope of conservation works, to be informed by structural engineering advice and including specifications and methodology, can be provided as a permit condition.

It is noted that if approved, a permit condition would require construction ready drawings to be submitted for endorsement prior to the start of works. This would need to include detail of the proposed connection between the linkage and the existing building and the proposed fixing methods for the glazed balustrades and handrails. It is also likely that a heritage protection plan would be required as a condition to ensure that significant fabric is protected during the works and that the methodology for altering the existing walls and openings adheres to best practice approaches.

This is noted

Table 2 Response to City of Boroondara’s summary of recommendations

City of Boroondara’s recommendations	Response
<p>HV officers work with the applicant, and have them demonstrate with evidence, that the removal of original fabric has been reduced to the absolute bare minimum required. In particular, Boroondara would prefer to see:</p> <ul style="list-style-type: none"> <li>• the enlargement of original windows on the northern (rear) elevations to create new openings, removed from the proposal and the windows retained; and</li> <li>• internal demolition of walls restricted to partial, not full, demolition so that some reading of the original wall remains extant.</li> </ul>	<p>The proposal as submitted has been carefully considered in relation to the practical requirements for the proposed addition and the existing site conditions to ensure that the extent of demolition or alteration to original openings has been limited to the minimum required only. Notwithstanding, a response is provided to the considerations raised in the referral comments.</p> <ul style="list-style-type: none"> <li>• The enlargement of the original window openings is required to provide universal access to the eastern portion of the heritage building without the need for more extensive modification and loss of original fabric both internally and externally. It is acknowledged that two original window openings at the rear of the heritage building will be modified, however, utilising existing window openings, limited to one on each level, represents the minimum intervention required to achieve universal accessibility to the school building. A design that did not utilise the existing window openings would require greater removal of original building fabric to create entirely new openings. The proposed approach reduces any adverse impact on the significance of the registered place to the bare minimum, with the remaining</li> </ul>



openings and building fabric to be retained as existing.

- Regarding the internal alterations, the proposal includes the partial removal of two internal walls and the full removal of one internal wall. The proposed demolition at ground level within the science preparation room will retain a wall nib, while demolition within the western hall on Level 1 will retain the existing wall above door height for interpretive purposes. This approach limits demolition to the minimum extent necessary, ensuring the existing wall layout remains legible. The proposed demolition within the eastern hall involves the full removal of the internal wall and door. This is a logical location for the creation of a hallway connecting the new addition to the heritage building and utilises an existing door opening, thereby minimising adverse impacts on the building fabric. The remainder of the internal planning and arrangement of the building will be retained as existing.

The following design elements make the addition a successful proposal, and therefore should not be significantly altered in the design/planning process:

- The proposed location, being at the original rear of the property which originally fronted water closets.
- The overall scale, aligning with the eaves of the existing building.
- The hipped and gable ended roof form, as opposed to a flat roof.
- The physical separation of the bulk of the addition - provided by a glass link.
- Sympathetic light grey material palette with darker accents in a sympathetic colour to traditional colours

This is noted.

We confirm that there are no changes to the proposed design elements of the rear addition.

Condition as part of any approval that the light grey colours are to be a matte finish, or specific Colorbond colour - such as mentioned in the HIS, so there isn't confusion with a galvanised finish.

It is anticipated that a materials and finishes schedule will be required as a permit condition. All materials and finishes will be identified in this document for approval prior to the commencement of works, however it is confirmed that a Colorbond colour is proposed and not a galvanised finish.

Update the material schedule to include corresponding reference material codes (e.g. BR1 is noted on elevations, but not the material schedule).

The proposed materials and colours for the addition are indicated on the documentation submitted with the permit application, including the finishes schedule and render images. As above, it is anticipated that a materials and finishes schedule will be required as a permit condition. All materials and finishes will be identified in this document for approval prior to the commencement of works.



Interrogate the proposed 1.2m high glass balustrade on the verandah, when the minimum requirement under the BCA is 1m high - which would provide a better heritage outcome.

The glass balustrade has been reduced in height to 1.1m. The design intent of the additional 100mm over the minimum standard is to restrict students from climbing onto the existing stone balustrade. This change is shown on updated (substitute) drawing nos. TP08 and TP09, as well as TP11 that accompany this submission. The proposed glass balustrade to the balcony will be frameless and constructed in clear glazing. The use of clear glazing will not obstruct views to any significant architectural features, and the balustrade will be installed to the internal side of the balcony, with limited visibility from the public realm. Because of the materiality, a reduction in height of 0.1m would not substantially alter the presentation or visibility of this element in views to the building. From a heritage perspective, the proposed 1.1m high glass balustrade (additional 0.1m from the minimum standard) will not result in a detrimental impact on the overall presentation or architectural significance of the registered place.

Condition construction detail drawings for the glass balustrades to ensure they are frameless, uncoloured (glass) and minimal.

Details of the glass balustrade design will be included in the construction-ready drawings, which are expected to form part of the permit conditions. Refer accompanying drawing TP11.

Proposed stair handrails to be of a higher quality brass finish, rather than a utilitarian stainless steel finish as described in the HIS.

As outlined above, the proposed new stair handrails are small profile with a bronze powdercoat finish. Refer accompanying drawing TP11.

Condition construction detail drawings for the handrails.

All details for the stair handrails will be specified in the construction-ready drawings, which are expected to form part of the conditions.

Condition a Schedule of Conservation Works, prepared by a suitably qualified heritage consultant and completed to the satisfaction of the Executive Director.

A condition requiring a Schedule of Conservation Works to the fabric of the building affected by the proposed works and prepared by a suitably qualified heritage consultant, is expected to be included in the permit.

We confirm that all comments raised by Heritage Victoria and Boroondara City Council's heritage advisor have been satisfactorily addressed in the response above. Should any further information or clarification be required, please contact the undersigned on (03) 9667 0848 or by email at [mknehans@lovellchen.com.au](mailto:mknehans@lovellchen.com.au).

Yours sincerely  
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Michelle Knehans  
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