



EARTHQUAKE PRONE BUILDINGS

Depending on their age and construction, some buildings may have been identified as either potentially earthquake-prone, or have already been determined as an Earthquake Prone Building.

If potentially earthquake-prone then the building owner is required to provide an engineering assessment to the Council within a specified timeframe, and if determined as earthquake-prone then there are set time limits in which the building must have seismic work completed to ensure that the building is no longer earthquake prone.

You can find out if a building has been determined as earthquake prone at <https://epbr.building.govt.nz/>

Please discuss earthquake prone building requirements with a Council Building Technician, but some information on the requirements can also be found here - www.hastingsdc.govt.nz/services/building-consents-information/earthquake-prone-buildings/.

WHO ELSE CAN PROVIDE ASSISTANCE?

Coming to Council early, means pre-planning, setup time, inputs and costs are well informed. Other experts who may assist you and your project:

- Planning consultants: resource consent
- Fire engineers: assessing the building for fire and escape route matters
- Structural engineer: to look at the structural design and any upgrade requirements
- Architect or architectural designers: to complete drawings, prepare specifications and project-manage
- Surveyor: boundary and subdivision matters, seeking titles, easements, etc
- Services engineers: drainage, water and ventilation requirements
- Geotechnical engineer: to assess ground conditions that the structural engineer would require for the design of any new foundations, etc.
- Acoustic engineer: sound rating requirements
- Valuers, quantity surveyors and heritage advisors: understanding the costs associated with your project
- Local real estate agents: can often provide you with information around any similar projects in the same area they have sold recently.

Hastings District Council Customer Service Centre

Contact Customer Services to chat and/or make an appointment with a Duty Planner or Building Technician or, if you're not sure who to talk to, the Team will point you in the right direction.

207 Lyndon Road East, Hastings • 06 871 5000
customerservice@hdc.govt.nz • www.hastingsdc.govt.nz

GUIDE FOR BUYING, LEASING & STARTING A BUSINESS IN HASTINGS

Whether you are looking to buy or lease a commercial property in Hastings or start a business there are many considerations. Talking to the right people early and understanding some of the rules and assistance available will help you make the right plans.

STARTING A BUSINESS? GET OFF TO THE RIGHT START

Planning early and knowing where to go for help are essential when starting a new business.

There are a number of agencies ready to support you in the set up stages of your new venture as you establish your all-important strategies and plans.

- [Regional Business Partners programmes](#)
- [Hastings City Business Association](#)
- [Havelock North Business Association](#)
- [Hawke's Bay Business Hub](#)
- [Hawke's Bay Māori Business Hub](#)
- [Business Mentors](#)
- [Export New Zealand](#)
- [Hawke's Bay Chamber of Commerce](#)
- [Callaghan Innovation](#)
- [Business Central](#)
- [New Zealand Food Innovation Network](#)

WORKING WITH COUNCIL

Chat to the team at Hastings District Council early and give us as much information as possible so that we can help you get all the info you need.

Building or renovating, serving food, street signage, dealing with rubbish and recycling: these are just a few things you may need to make sure you understand and get sorted before you start your new business.

The Customer Service Centre is always a great place to start for

direction if you're not sure who to approach first.

Our Duty Planners and Building Technicians have appointments available most days for a chat and general advice. Call our Customer Service Team to make an appointment

BUILDING, RENOVATING, CHANGING USE

Meet a Council Planner to discuss your project and work out what's required, which planning applications you might need to apply for, and which specialists need to be involved.

Talk to a Duty Building Technician to help you understand the Building Act requirements. Visit this link for more information www.building.govt.nz/managing-buildings/change-of-use-and-alterations/

Considerations:

- Zoning requirements – these vary across the region so check that what you want to do and where you want to do it, complies with the District Plan.
- Required building consents and licences – and the timeframes to expect for these.
- Development contributions.
- Neighbours.
- Vehicle crossings / parking.
- Environmental factors.
- Rural issues (talk to Hawke's Bay Regional Council).

WATER

Visit our website (search #water) for information about drinking water, waste water, storm water and trade waste.

RUBBISH COLLECTION

Contact our customer service centre for information.

LICENCES AND REGISTRATIONS

Some licences and registrations are essential before you open. Seek advice early to understand what you need and how long it will take to ensure you can open your business when you want to.

Chat to an Environmental Health Officer

Chat to an Alcohol Licensing Officer and (if applicable) visit our website (search #alcohollicensing)

FOOD PREMISES

Businesses that manufacture, prepare, pack or store food for sales may need to be registered under the Food Act 2014.

Visit our website and search #foodact for more information.

Read our guide from Environmental Health about applying the legislative requirements when establishing and operating a food premises. Visit our website and search #newfoodbusiness

Chat to an Environmental Health Officer

Visit Ministry of Primary Industries (MPI) website www.mpi.govt.nz/food-safety

OTHER RULES & PERMISSIONS

While some activities don't require licensing/registering, there may be aspects that require management/permissions.

Considerations:

- Water usage specific to your business especially if you will need more than the average business.
- Fire-fighting and the reasons you might need more capacity e.g. being in a heritage building.
- Production of contaminants going into storm water.
- Trade waste needs.

Considerations:

- Sale of Food
- Sale or consumption of alcohol
- Hairdressing
- Funeral directing
- Campgrounds
- Footpath dining
- Street activities or trading in public place
- Offensive Trades e.g. refuse collection and disposal

Types of business who need to consider this include:

- Cafés, takeaways, restaurants, bars & early childhood centres
- Butcheries, bakeries, fruit & vegetable shops, dairies, grocers, supermarkets and service stations

Call the Duty Planner for information on noise limits.

Contact Hawke's Bay Regional Council for information about air quality – including offensive odours, dust, mist or smoke

IS THE BUILDING IN THE CENTRAL BUSINESS DISTRICT (CBD)?

Hastings CBD is encompassed by Nelson Street, St Aubyn Street, Hastings Street and Southampton Streets and includes all businesses within the area, including the inner side of the boundary streets. This area is the membership zone for the Hastings City Business Association.

HASTINGS CITY BUSINESS ASSOCIATION (HCBA)

HCBA represents over 450 businesses within the CBD across multiple sectors including retail, hospitality, trade, professional and service businesses, including landlords and tenants. HCBA partners with relevant local organisations to promote Hastings as a destination to shop, dine and experience, advocating for members through marketing, events, training and customised support. For more information visit www.hastingscity.co.nz

CONVERTING AN INNER CITY COMMERCIAL BUILDING TO A RESIDENTIAL ONE

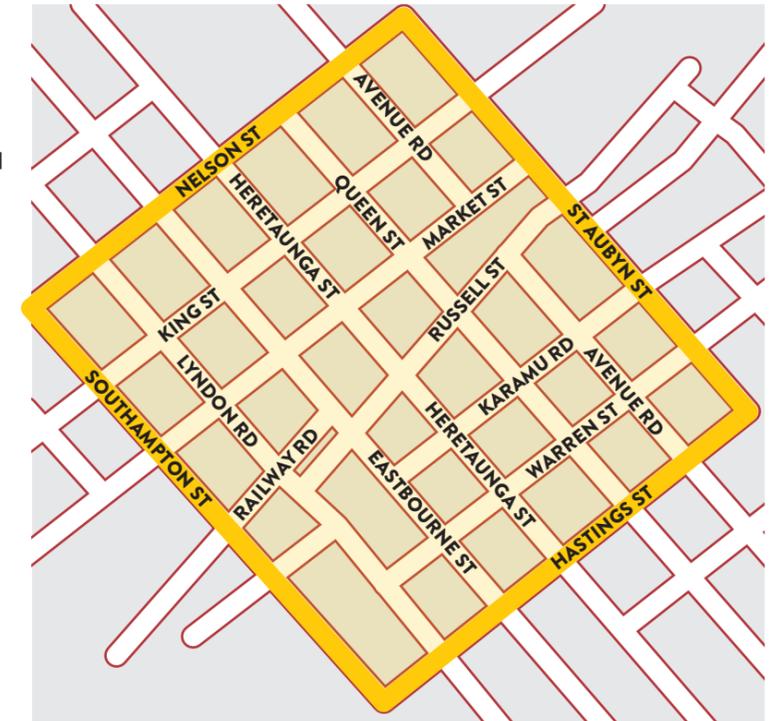
Inner city living is gaining popularity in Hastings. This guide provides a brief insight into what is involved from a consenting perspective to change a commercial building into a residential building. www.hastingsdc.govt.nz/services/planning-and-resource-consents/residential-conversion-guide/.

IS THE BUILDING HERITAGE LISTED AND / OR LOCATED WITHIN THE CENTRAL CHARACTER PRECINCT?

To protect the heritage values and ensure key heritage features are not lost, historic or heritage buildings generally require resource consent for additions and alterations. A Council Planner can help you identify if a building, item or area has heritage status.

IS IMPROVING THE OUTSIDE OF YOUR BUILDING SOMETHING YOU ARE CONSIDERING?

Part of the charm and character of our city centre are the historic building facades.



The Hastings CBD Heritage and Architectural Design Guide, identifies the architectural styles and features of the historic buildings in the CBD and provides guidance on how alterations, enhancements or construction of new buildings can contribute positively to Hastings - www.hastingsdc.govt.nz/assets/Document-Library/Plans/CBD-Heritage-Architectural-Design-Guide/hastings-cbd-heritage-and-architectural-design-guide.pdf.

THINKING OF PUTTING UP A SIGN TO ADVERTISE YOUR BUSINESS?

There are rules around the nature of signs, where you can place them and their maximum size.

The Façade Enhancement Scheme is a Council fund to provide financial assistance to building owners and tenants to upgrade the facades of their buildings, with up to \$12,000 available for each building. The process couldn't be easier - all you need to do is follow the link below for more information and fill out the simple online application form. If your building is eligible, Council will provide a free no obligation colour scheme for your consideration. www.hastingsdc.govt.nz/hastings/projects/facade-enhancement-scheme/

To understand more and make sure your sign complies with the District Plan visit <https://www.hastingsdc.govt.nz/services/planning-and-resource-consents/signs-and-hoardings/> For properties in the Central Character Precinct this is also a useful guide <https://www.hastingsdc.govt.nz/assets/Document-Library/Plans/Central-Character-Precinct-Signs/central-character-precinct-signs-guide.pdf>

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Please note that people should always seek appropriate independent professional advice as required. Any feedback provided by Council as per the brochure is not an indication of any consent or approval outcomes.