City of Greater Geelong, Statutory Planning - Date Received 20.09.2026

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PLANNING PERMIT APPLICATION REPORT ~ NEW FENESTRATION

APARTMENT 6/209 MELBOURNE ROAD, RIPPLESIDE
4th AUGUST 2026



Photo 1 - view of southeast corner of original school building (obtained from Facebook Group) photographer unknown. Proposed New Windows denoted with highlighter.

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1.0 BACKGROUND

Following Pre-Application Meeting held 26th May 2022 (Reference number PRE-131-2022) the Owner is seeking to proceed with part of the scope; New Fenestration on the south elevation (4No. New Windows). The original scope also included an Additional Room, however due to the pandemic ending, the reasons for a separate “work from home space” no longer justify the investment.

The New Fenestration window details have been designed in accordance with the guidance of Council’s Heritage Advisor Mr. David Rowe) to be narrow/ elongated windows following the verticality of the adjacent corner chimney.

2.0 EXISTING CONDITIONS

The 2006 apartment conversion provides an open plan Kitchen/ Living/ Dining area and a Bathroom on the ground level and 2x Bedrooms (one with Ensuite) on the upper level. The upper level is constructed as a split level within the original 5m(H) classroom and uses interior windows in both Bedrooms to borrow daylight and ventilation from the existing expansive east facing window.



Photo 2 - view of southeast corner of apartment conversion (obtained from realestate.com.au circa 2014) photographer not credited



Photo 3 - view from interior upper floor bedroom windows which borrow daylight and ventilation from the existing east facade fenestration. This is the only source of daylight for the apartment. The door and 1x window sash are the only operable sashes.

3.0 PLANNING PERMIT TRIGGERS

A Planning Permit is required under Clause 43.01 to make external alterations to the building. The former North Geelong Primary School is locally significant and described in the schedule to the Heritage Overlay as site 1534. An application for external alterations to a building in the Heritage Overlay is exempt from notice and review rights.

There is no Planning Permit trigger under the requirements of the General Residential Zone 4.

4.0 DESIGN RESPONSE

The New Fenestration has been designed to provide direct daylighting and ventilation (ie “breaths new life” into the ground and upper floor of the apartment which suffer from damp and stale airflow). The windows are selected as receding colours and materials (charcoal / black metal frames and dark grey tinted glass) and shaped as slim vertical rectangles, to be read as “shadow lines” in response to the verticality of the original chimney.

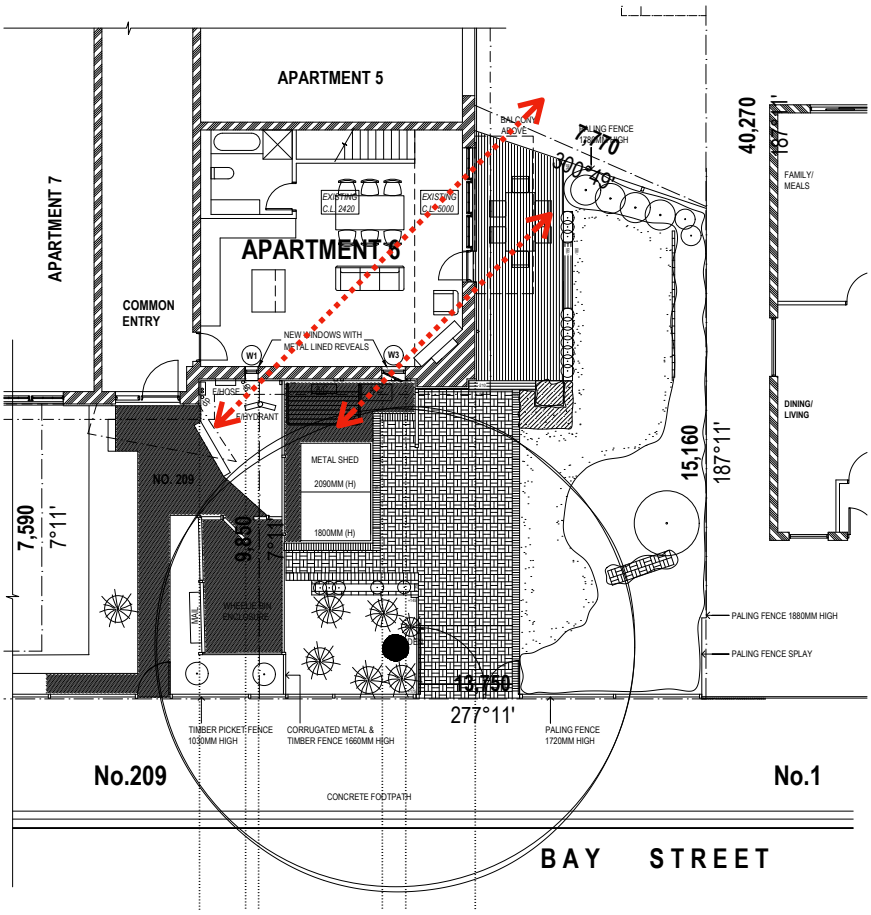
The proposed works will not detract from the local significance of the building and will support the ongoing use of the building for residential purposes.

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Design principles that have been applied in the New Fenestration are from “The Burra Charter The Australia ICOMOS Charter for Places of Cultural Significance” 1999:

- **Conservation based on respect for the existing fabric**
- **Adaption should involve minimal change to significant fabric, achieved only after considering alternatives**
- **New work should be readily identifiable as such**

Dashed lines indicate cross ventilation provided by new Fenestration located on South Elevation





Photoshop View of South Elevation (Bay Street) indicative New Fenestration

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5.0 FORM AND MATERIALS

New work materials are designed to be complimentary to the red brick;

- Metal window frames and shroud (colour - charcoal/ black/ such as *Monument*) distinguished from original windows which are timber painted white.
- Tinted glass (colour - dark grey / such as *Envirotint*).
- Vertical rectangular shapes proportionately related to the geometry of the “red brick chimney, readily identifying the New Fenestration as new work.



Example a)
Shroud trim to reveals



Example b)
Vertical rectangle shape



Example c)
Cladding spandrel between vertical pairs of windows

We confirm, as per the Council Advisor recommendations that the following works methods be specified;

- Removal of existing brickwork is denoted on Demolition Plan
- Hand-removal of brick work is specified
- Mortar repairs to be of the same strength (composition / mix), texture and colour as existing original mortar.