

## DESIGN 5

A R C H I T E C T S

### PORT MACQUARIE MUSEUM – STORE BUILDING 22 CLARENCE STREET, PORT MACQUARIE

### CONSERVATION MANAGEMENT STRATEGY



Prepared for  
Port Macquarie Historical Society Inc.

by  
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## AMENDMENT SCHEDULE

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Cover Image: Marchment Family in front of their store in Clarence St, c1890. (Source: Port Macquarie Museum photo no. 8542).

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# INTRODUCTION

## 1 INTRODUCTION

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### 1.1 ACKNOWLEDGEMENT OF COUNTRY

Design 5 – Architects would like to acknowledge the Birpai people, the traditional owners of the land covered by this report. We acknowledge their connection to land, sea and community. We pay our respect to their Elders past, present, and emerging, and extend our respect to all Aboriginal and Torres Strait Islander people associated with this Country.

### 1.2 BACKGROUND TO THIS REPORT & CONSULTANT'S BRIEF

Design 5 – Architects have been engaged to prepare a Conservation Management Strategy (CMS) for the Port Macquarie Museum Store building, which dates from the 1830s. The Port Macquarie Museum is recognised as a site of State Heritage Significance.

The CMS includes background information summarised from the 2018 Conservation Management Plan (CMP) prepared by Eureka Heritage and supplemented by our own additional research and site inspections; conservation policies taken from the 2018 CMP; guidance for change and development; schedules for priority works and maintenance; and conservation guidelines for implementation of work.

The Historical Society's vision is to create "an inspiring, accessible, contemporary museum which is a must-see regional tourism destination; recognised for its brilliant exhibitions, significant collections and storytelling; and respected as a trusted source of knowledge, ideas, education and community engagement." The CMS aims to ensure the Store building can evolve and remain sustainable, with its heritage significance maintained and respected.

This CMS has been prepared in consultation with the Port Macquarie Historical Society Inc. through discussions and on-site workshops.

### 1.3 WHAT IS A CONSERVATION MANAGEMENT STRATEGY?

A CMS is an owner's practical guide to the continued maintenance and operation of a place of heritage significance. This CMS is structured as follows:

Introduction:

- Brief description of the place, Statement of Significance, heritage listings

Background Information:

- History of the place
- Assessment of significance, including significance grading diagrams

Conservation Policy:

- Basis of the conservation approach and conservation policies from the 2018 CMP

Guidance for Change & Development:

- Tolerance for Change, Opportunities for Change, and guidelines for future development

Priority Works & Maintenance:

- Recommendations for repairs, maintenance and conservation

Conservation Guidelines for Implementation of Work

### 1.4 TERMINOLOGY USED IN THE REPORT

Throughout this report, the terms *place*, *cultural significance*, *fabric*, *conservation*, *maintenance*, *preservation*, *restoration*, *reconstruction*, *adaptation*, *use*, *compatible use*, *setting*, *related place*, *related object*, *associations*, *meanings*, and *interpretation*, are used as defined in the *Australia ICOMOS Burra Charter 2013* (known as the Burra Charter). It should be noted that, as a consequence of this, the meanings of these terms in this report may differ from their popular meanings.



## 1.5 THE PLACE

The Port Macquarie Museum is located in the business district of the regional city of Port Macquarie, governed by the Port Macquarie-Hastings Council. Port Macquarie is a coastal settlement located on the Mid North Coast of New South Wales, about 390km north of Sydney, and 570km south of Brisbane.



Fig. 1: Port Macquarie location. (Source: Google Maps 2024)

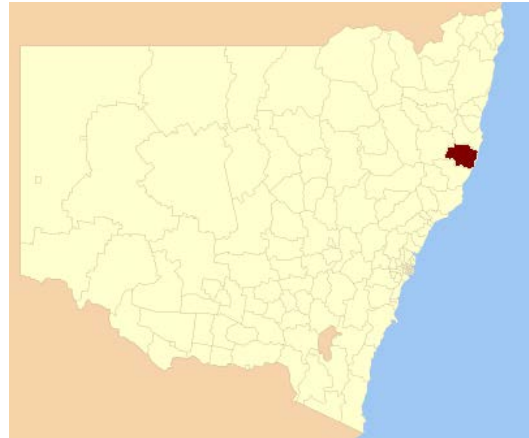


Fig. 2: Port Macquarie-Hastings LGA in NSW. (Source: Wikipedia 2024)

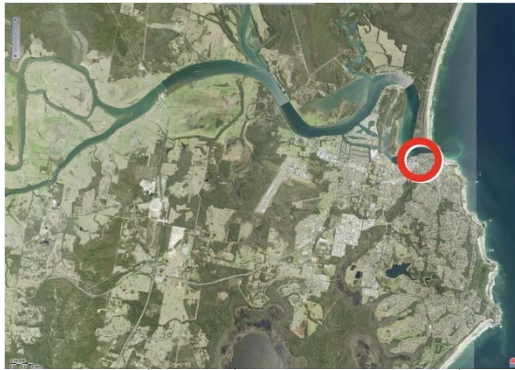


Fig. 3: Aerial photograph of Port Macquarie with museum location circled. (Base image source: SIX Maps 2025)

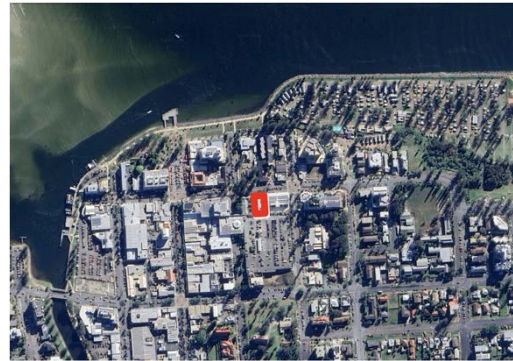


Fig. 4: Aerial photograph of Port Macquarie business district with museum site outlined. (Base image source: Google Earth 2025)

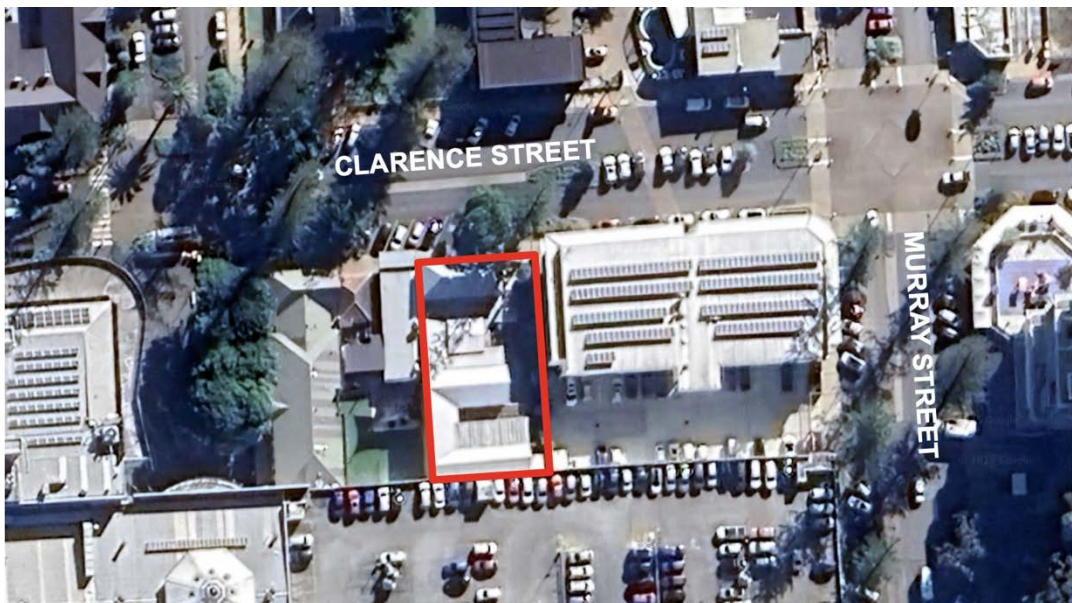


Fig. 5: Aerial photograph with museum site outlined. (Base image source: Google Earth 2025)





Fig. 6: Store building fronting Clarence Street, with rear annexe visible behind.

The subject of this CMS is the historic Store building which forms the entry and foundation building for the Port Macquarie Museum at 22 Clarence Street. It consists of a two-storey brick store and residence building (believe to have been constructed in four phases) with a ground floor annexe along the rear elevation, and an underground cistern (water storage tank) located at the rear of the building.

To the rear of the Store building is a complex of inter-connected brick extensions dating from the 1960s. These extensions house exhibitions, the museum archives and storage space, administration, meeting areas and a library.



Fig. 7: Elevated view of the Port Macquarie Museum complex c2005 looking northwest and showing modern brick extensions to the rear of the heritage building. (Source: Fig. 5 in 2018 CMP, supplied by Port Macquarie Museum)

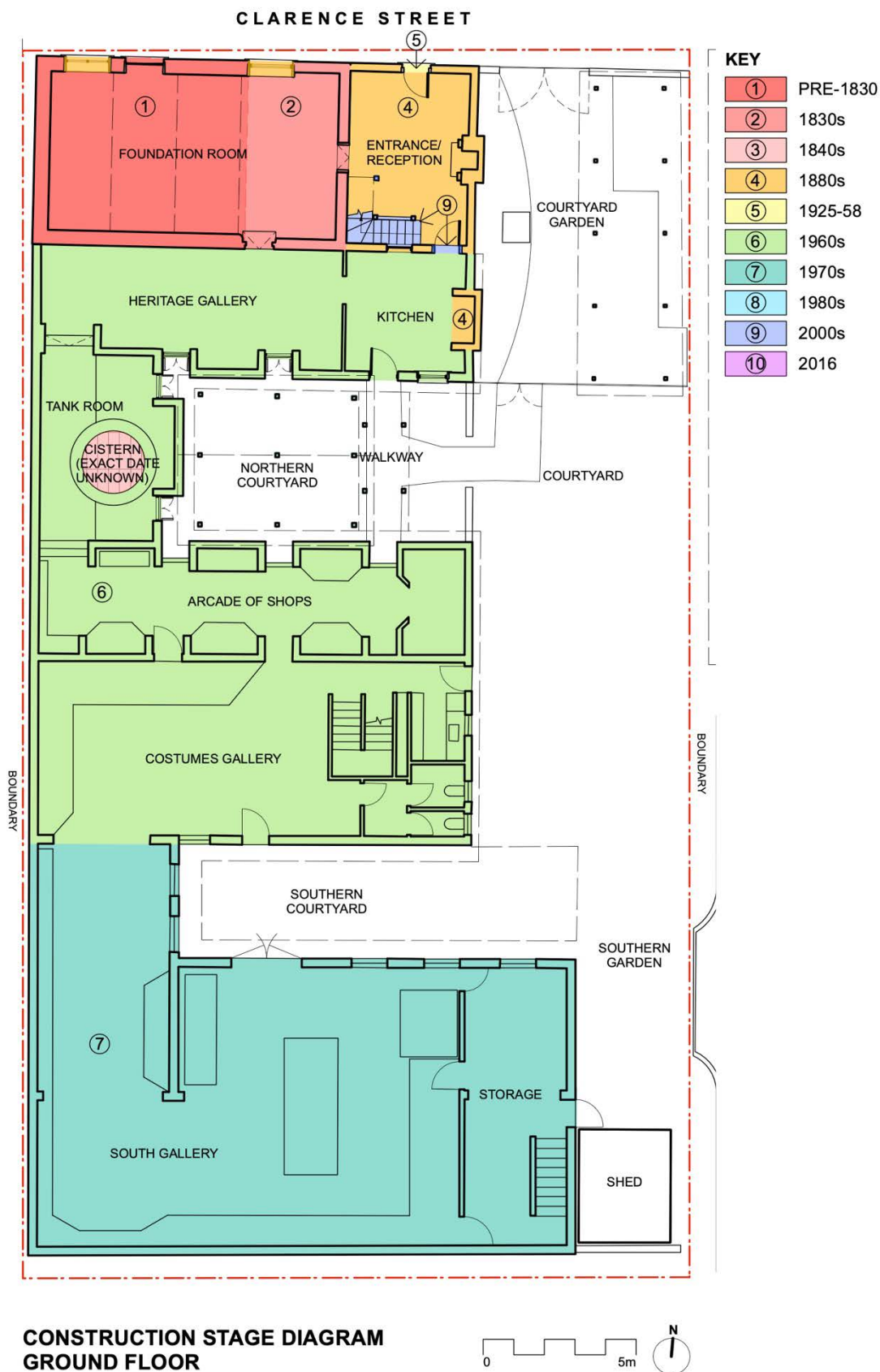


Fig. 8: Construction Stage diagram – Ground Floor.

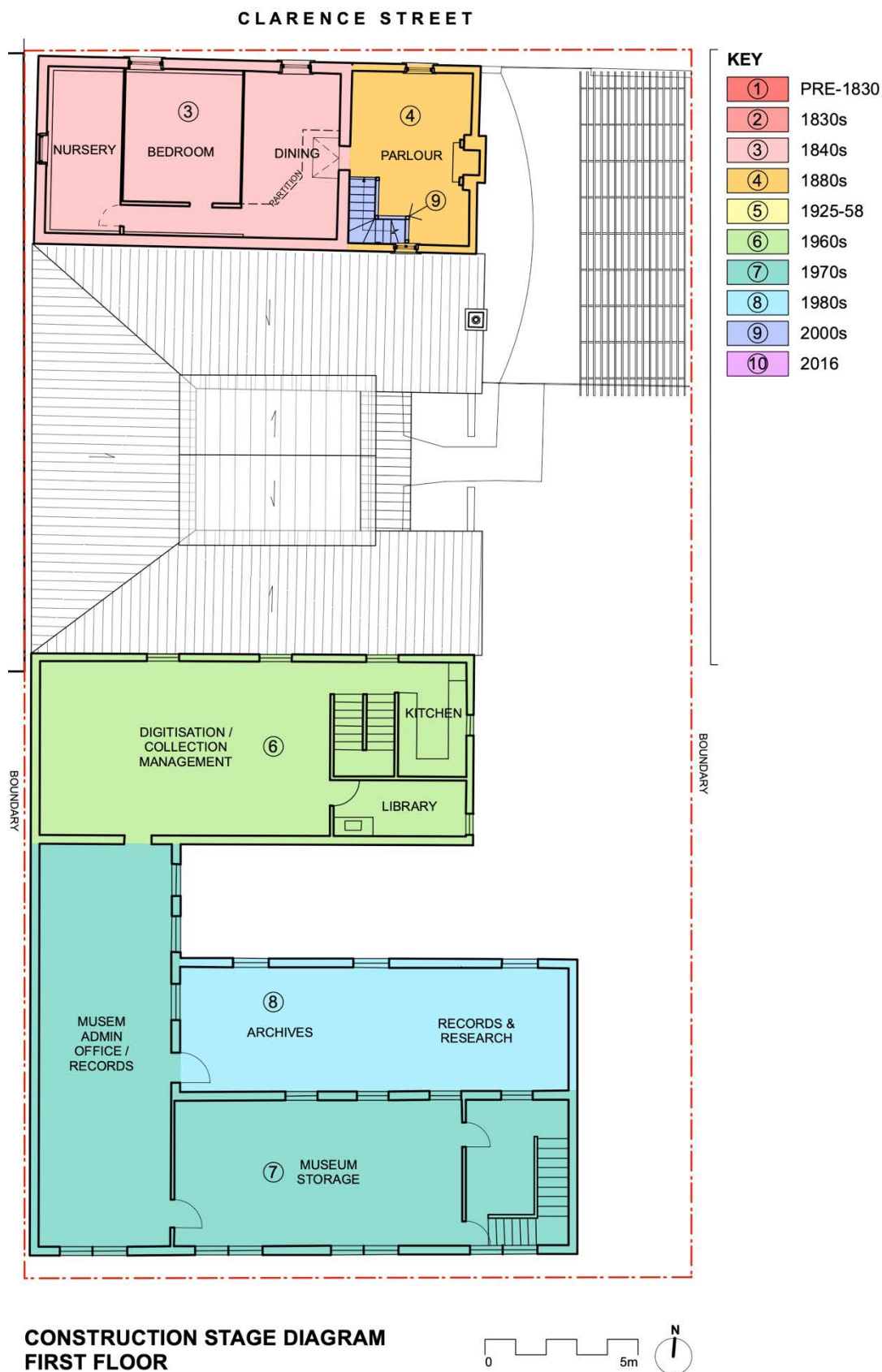


Fig. 9: Construction Stage diagram – First Floor.



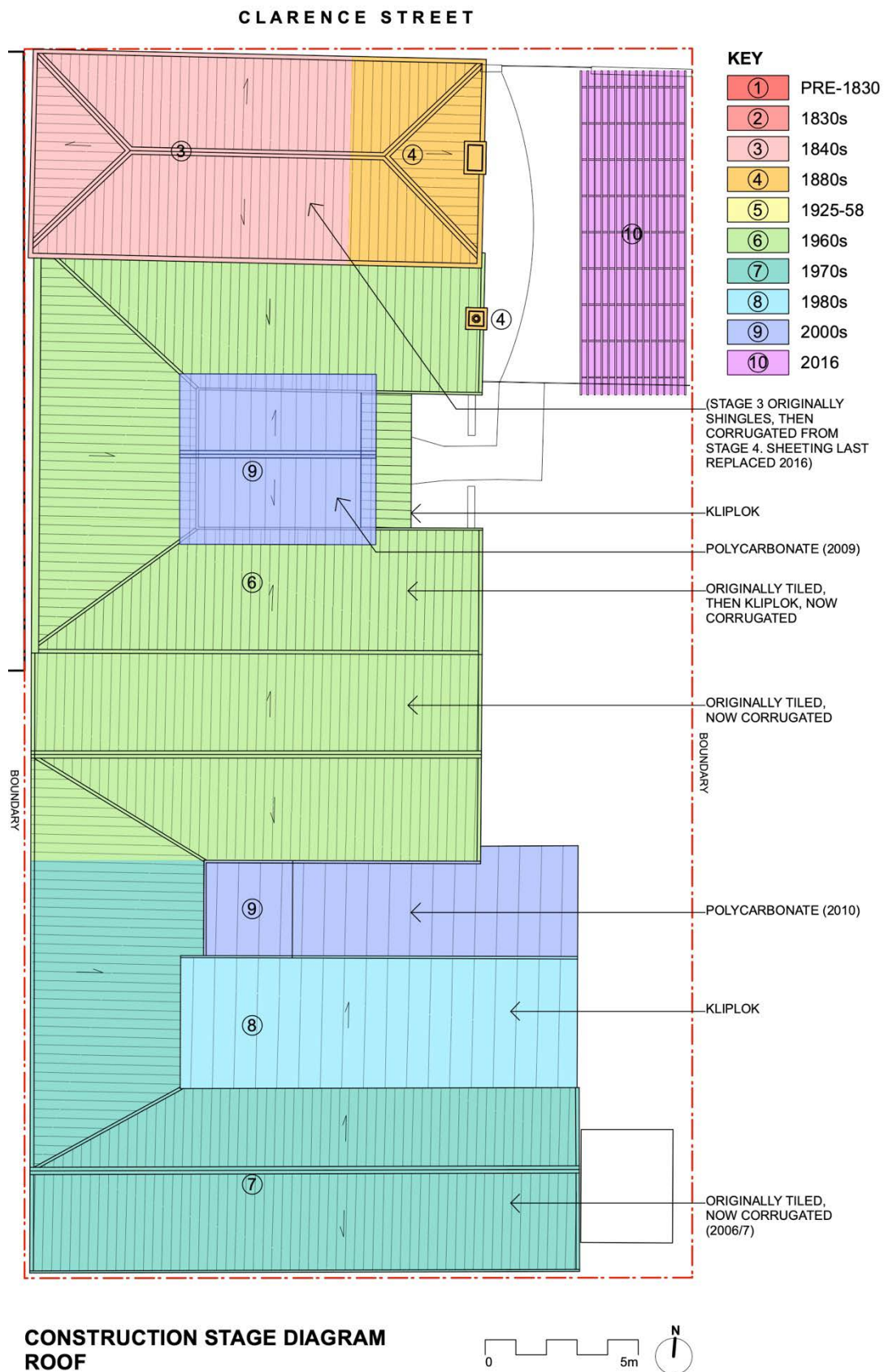


Fig. 10: Construction Stage diagram – Roof Plan.



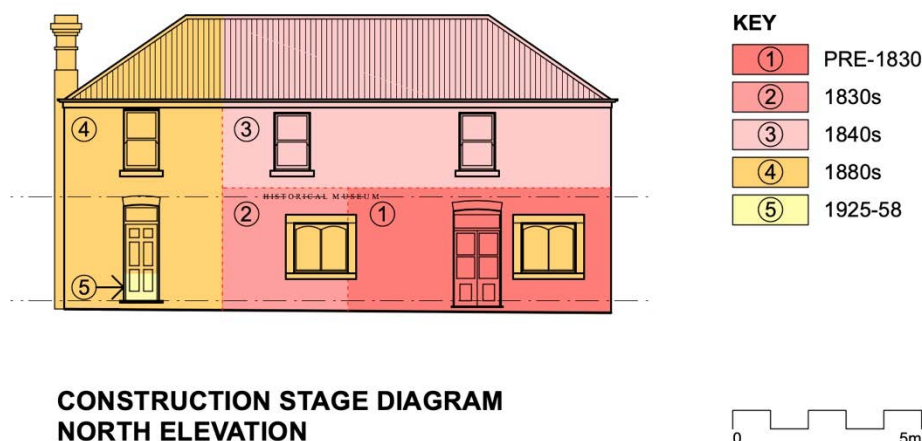


Fig. 11: Construction Stage Diagram – North Elevation. Note this diagram illustrates the evolution of the building form and configuration of openings, however none of the original door/window joinery on this elevation remains.

## 1.6 STATEMENT OF CULTURAL HERITAGE SIGNIFICANCE

The following Statement of Cultural Heritage Significance is provided in part 4.6 of the CMP:

*The Port Macquarie Museum building, a former early 19th Century residence and store, is significant for a demonstrated association with the layered history of Port Macquarie. The site has some potential to yield archaeological evidence of the earliest era of occupation circa 1821 in the form of an early road formation and associated drainage. It is located in an historic precinct that includes other significant buildings of the 1830s that have known associations with the opening of the region to free settlement, and the establishment of the town, government administration and free trade in the region.*

*The museum building demonstrates the form of an early residence converted and expanded into a commercial premises with attached residence. Evidence suggests that the building evolved as the town and trade evolved, and likely comprised three phases of construction. A series of Shopkeepers are known to have resided at and operated a store at the site from about 1840, the most recent and last to operate the store being the Marchmont Family from circa 1881 to circa 1925.*

*The building is an excellent example of its type, representative of the style of housing constructed by free settlers following the cessation of the convict era. Aside from the structural fabric of the building, there is little other evidence of pre-museum occupation. The known history and use of the site as a residence and store in the early 19th Century could be considered representative of the thriving riverport trade necessary for the advancement of free settlement of Port Macquarie. The conversion of the building to a boarding house in the early 20th Century marks a change in historical era for the town, and reflects the decline in riverport trade. As such, the site represents an important aspect in the local history of Port Macquarie which is relevant in the wider history of New South Wales during the era of expansion by free settlement beyond the bounds of Sydney and Newcastle, and the transition of such settlements into the 20th Century.*

We propose the following revised Statement of Cultural Heritage Significance to reflect the findings of our additional archival and physical research:

*The Port Macquarie Museum Store building, heritage listed as Hastings Historical Society Museum, is historically significant for its association and role in the European history and development of Port Macquarie, founded as a British penal settlement for secondary offenders in 1821. The solid brick building was constructed and then modified in four likely stages, from a single-storeyed storage building, possibly pre-1830s, then expanded in stages to a store (shop) and attached residence. It retains substantial physical evidence of all of these stages.*

*The Store building is located in an historic precinct, known for its associations and tangible evidence of Port Macquarie's early European settlement and the opening of the region to free settlement in the 1830s. The site has some potential to yield archaeological evidence of early European occupation from 1821.*

*The building demonstrates the form and scale of development that supported Port Macquarie's important river port trade, necessary for the introduction of free settlement, and the movement of people and goods from timber extraction, agricultural and pastoral enterprises along the*

*Hastings River and its tributaries. Its proximity to the Hastings River and placement along one of Port Macquarie's key roads was also important.*

*Whilst representative of construction that took place across the colony of NSW during the 1830s, the Museum building is an excellent and rare surviving example of early adaptive reuse to meet the changing needs of the transitioning town following free settlement. The building's existence also provides insights into the incompleteness of early maps and plans of the town.*

*The building's intact condition, particularly its earliest phase of construction, provides an excellent comparative example of its type to contrast with other buildings and construction practices from other districts of NSW during the same period.*

*The Store building is associated with a number of local shopkeepers, known to have operated a store at the site from c1840, the most recent being the Marchment family from c1881 to c1925.*

*The conversion of the building to a boarding house in the early 20th Century is evidence of the change in the standing and role of the town following the establishment of the North Coast Railway and the resulting decline in river port trade and transport.*

*The building's subsequent neglect, survival, and then adaptation and restoration for its use as a local history museum from the late 1950s reflects changing social attitudes, recognition of the importance of heritage protection, and public interest in preserving early structures to demonstrate and evidence Port Macquarie's evolving urban fabric and landscape.*

*The Store building has high social value for the Port Macquarie community, and for more than 60 years has been a focus of history and heritage celebrations and a community cultural and tourism hub. Notably it is also a repository for significant collections documenting and preserving local, state and national history for posterity.*

*The Port Macquarie Museum Store building and site provides an important contribution to the understanding of the history and development of Port Macquarie and New South Wales. The building, its evolution and use over time, evidence regional European settlement beyond the bounds of Sydney and Newcastle and the transition of regional and coastal settlements into the 20th Century.*

## 1.7 HERITAGE LISTINGS

Port Macquarie Museum is listed as a heritage item on the following statutory lists under the name 'Hastings Historical Society Museum':

- State Heritage Register: item no. 326
- Port Macquarie Hastings Council LEP 2011, Schedule 5, Part 1: item no. I015

## 1.8 AUTHOR IDENTIFICATION

This report was prepared by Lian Wong and Alan Croker, with assistance from Jakeb Love – all from Design 5 – Architects. Drawings and photographs by Design 5 (2024 & 2025) unless otherwise noted.

Site visits and workshops were carried out by members of the above team on 13 June 2024, 26 June 2024, 29 October 2024, 3 December 2024, and 11 February 2025.

## 1.9 ACKNOWLEDGEMENTS

Design 5 wish to acknowledge the Port Macquarie Historical Society management and staff for their collaboration, particularly Debbie Sommers, Clive Smith, Anne Oud, Peter Williams and Lynda Walters; as well as Eureka Heritage for their work in preparing the 2018 CMP.

This CMS is proudly funded by the NSW Government in association with The Copland Foundation and Port Macquarie Historical Society Inc.

## 1.10 REFERENCE DOCUMENTS & RELATED REPORTS

The following reports have been referenced and/or reviewed in the preparation of this report:

- 2000 Conservation Management Plan – Suters Architects
- 2013 Inspection Report Investigation of Dampness 2013 – OCP
- 2018 Conservation Management Plan – Eureka Heritage
- 2019 Dilapidation & Structural Report – Dale C. Carr & Associates
- 2019 Heritage NSW letter and checklist
- 2019 Schematic Design Report (Masterplan) – BTB Architecture Studio

- 2020 Strategic Plan 2020-2024 – Port Macquarie Historical Society Inc.

## 1.11 LIMITATIONS

The fabric survey and investigations carried out on site were non-destructive. Some parts of the Store building were not accessible, with added linings concealing the original fabric. The findings in this study are therefore based on what can be readily observed. Further investigations including opening up or scraping back will undoubtedly provide further information.

We note that this report is a Conservation Management Strategy (CMS), and not a Conservation Management Plan (CMP). This report extends beyond the scope of a typical CMS as additional information was uncovered on site during the research stage – providing an updated history, statement of significance and significance grading diagrams. If the 2018 CMP is to be updated, the information from this CMS should be incorporated.

# BACKGROUND INFORMATION

## 2 HISTORY

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### 2.1 TRADITIONAL OWNERS

The following is from the 2018 CMP:

"The Traditional Owners of the land of the Mid North Coast region comprised three main tribal groups who occupied territory with divisions marked by the river valleys. The Birpai occupied the Manning Valley, the Ngaku occupied the Hastings River valley and the Ngamba the Macleay River valley. Food and other resources were plentiful throughout the coastal river valleys allowing a number of tribal groups to live in relatively close proximity.

When John Oxley and his exploration party travelled down the Hastings Valley in 1818, Oxley recorded that smoke was observed from many native fires and calculated that there must be about 700 Aboriginal inhabitants living the area. In the early years of the convict settlement there was apparently at least some harmony between the local Aboriginals and the colony. However, the cedar getters and the tribes more distant from the settlement clashed and lives were lost to both.

In 1822 Captain Francis Allman, the first commandant of Port Macquarie, had established relatively good relations with the tribes living around the settlement and had proclaimed Monnunggal as the Chief of the Port Macquarie Aborigines. As was common practice at the time, Allman presented Monnunggal with a breastplate clarifying his status among the community. A number of Aboriginal men were employed as "black police" and their tracking skills were utilised to capture any convicts who attempted escape.

By the turn of the 19th Century, the Traditional Owners of the Mid North Coast had been largely disposed of their lands and dwelled on the fringes of the settlement. By 1911, acting upon the objections of the settlers on their presence, the last of the Aboriginal inhabitants were forced onto reserves located away from the main settlement."

Since the 2018 CMP was completed, Blackmans Point, on the traditional lands of the Birpai located just north-west of Port Macquarie has been recognised as an important massacre site and was declared an Aboriginal Place in 2023 by the NSW Government.<sup>1</sup> 20 Aboriginal People were killed by colonists between 1 August 1825 and 28 February 1826.<sup>2</sup>

### 2.2 HISTORY OF THE AREA

Port Macquarie was occupied in 1821 as a place of secondary punishment, to receive and hold convicts who had transgressed the law for a second time after arriving in New South Wales to serve sentences handed down in the United Kingdom. By 1825 it had become apparent that it was not sufficiently secure (significant numbers of convicts were absconding), and it was gradually replaced by Moreton Bay and Norfolk Island. The last convict sent to Port Macquarie for punishment appears to have been a female convict in 1827, although runaway convicts continued to be returned to Port Macquarie to complete their sentences, and other convicts were sent up "in the ordinary service of the Crown".

Approval from the British authorities took time, but in August 1830 Port Macquarie's status as a penal settlement was terminated and it was thrown open for free settlement. A new town plan on a grid design was imposed over the rudimentary street plan under the orders of Governor Darling, but formal surveying of the town was slow, priority being given to pastoral runs. A convict establishment remained, however, taking "specials" (educated convicts) and invalids, for whom new barracks were constructed, along with a new gaol to hold prisoners sentenced to the cells and prisoners on remand. Primarily for economic reasons, the whole establishment (including the military and commissariat) was closed down in 1847, with consequential adverse impacts on the local economy.

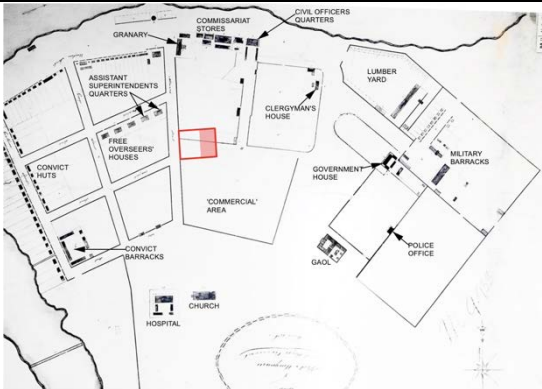
### 2.3 HISTORY OF THE SITE & BUILDINGS

The following history is based on the 2018 CMP, and has been updated to reflect our revised understanding of the building evolution following additional archival research and on-site investigations.

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<sup>1</sup> <https://www2.environment.nsw.gov.au/news/blackmans-point-massacre-site-declared-an-aboriginal-place-in-new-south-wales>, accessed March 2025.

<sup>2</sup> <https://c21ch.newcastle.edu.au/colonialmassacres/detail.php?r=1062>, accessed March 2025.

DATE AND DESCRIPTION	REFERENCE IMAGES & SUPPORTING INFORMATION
<p><b>1818-1830</b></p> <p>Port Macquarie was a convict settlement. The subject site was low-lying swampy land with a road traversing site.</p> <p>We now believe the original section of the Store building (phase 1) was constructed much earlier than previously thought. We speculate it was constructed prior to 1830 – as a single-storey storage building with a compacted earth floor and single doorway with fanlight above, centred in the northern wall, without any windows or chimneys. This is consistent with use as a store building, rather than as a residence.</p>	 <p>Fig. 12: Annotated map of Port Macquarie in March 1826, rotated so north is up the page. Lot 1 Section 5 outlined in red, and subject site highlighted in red. (Source: Port Macquarie Museum).</p> <p><b>Rationale:</b></p> <ul style="list-style-type: none"> <li>• The Store building is skewed from the property boundaries (offset from the Clarence Street boundary by 170mm at the western end and 525mm at the eastern end), and roughly aligning with the former roadway running through the current Museum site, which pre-dates the 1830/31 new town alignment.</li> </ul> <p>This skew is evident in the survey, and visible in the aerial photograph overlaid with the property boundaries on SIX Maps (fig. 48). By contrast, the c1836 Garrison building aligns with the boundaries, which could be confirmed by reviewing a survey if available.</p> <ul style="list-style-type: none"> <li>• The primitive roadway pre-dating Hay St is also skewed slightly from its modern alignment, visible in the overlay plan (fig. 14 &amp; 15). The angle of the Store building (which is otherwise square) corresponds with this skew.</li> <li>• The footprint of the original building is assumed to be the section with the thickest walls (480mm, approx. 19"), which measures 6950mm wide x 6175mm deep (approx. 22' 9" x 20') externally. The doorway is centred within the northern elevation.</li> <li>• Proportionally, it is more logical/typical for a building with this footprint to be single storey, rather than 2-storeys as described in the previous CMPs.</li> <li>• The brickwork above is highly uniform, and there does not appear to be a vertical join in the upper storey front or rear facade (neither internally nor externally) where previous CMPs indicated the delineation between what they referred to as phases 1 and 2 (fig. 16 in 2018 CMP). This supports the speculation that the original section of the building was single storey.</li> <li>• The external brick surface of this original section appears smoother/more 'gummed up' than the newer (phase 2) section where the walls are thinner (365mm, approx. 14".)</li> <li>• While there is no building shown on the early maps/plans, this may be because a storage</li> </ul>



building was not considered significant enough to be included. We note the 1915 survey (fig. 30) did not show a building on the site, despite the Store (shop) building being its current size at the time.



Fig. 13: Compacted earth floor visible in present subfloor space. Looking south from access hatch in Foundation room. (Source: Design 5, 2024).

**1830**

The Hastings Valley was opened up to free settlement, and a town plan on a grid design was imposed over the rudimentary street plan of the penal settlement by Governor Darling in anticipation of the arrival of free settlers.

The land on which the Port Macquarie Museum sits is identified as Lot 1 Section 5, Country Macquarie, Parish Macquarie.

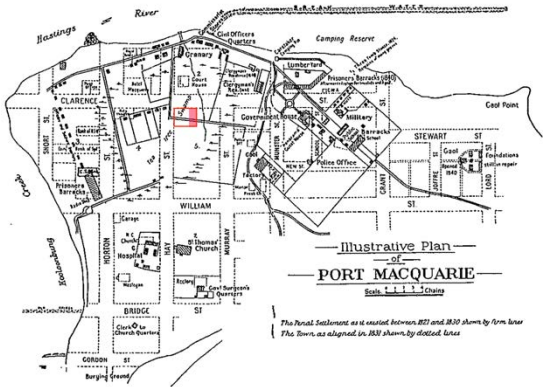


Fig. 14: Illustrative Plan of Port Macquarie 1831, showing 1821-1830 penal settlement overlaid with new town alignment. Lot 1 Section 5 outlined in red, and subject site highlighted in red. (Source: First Edition CMP, Suters, 2000; also included as fig. 10 in 2018 CMP).

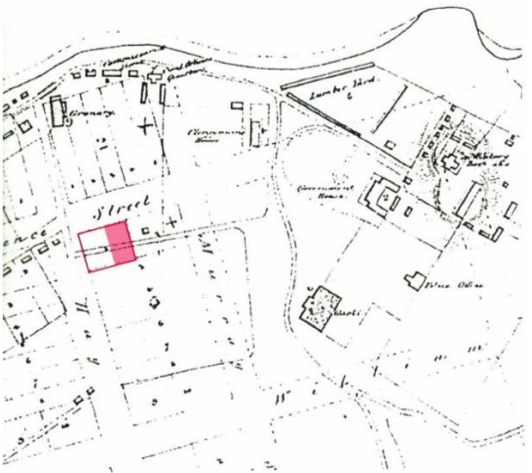




Fig. 15: Overlay of original street plan and development with 1830 realignment showing street plan, portions and allotments. Lot 1 of Portion 5 outlined in red, and subject site highlighted in red. Note line of abandoned

	<p>roadway that traverses site. (Source: 2018 CMP, fig. 11. NSW State Archives Map 3682).</p>  <p>Fig. 16: Excerpt of April 1831 Plan of Port Macquarie, showing detail of lot subdivisions. Lot 1 of Portion 5 outlined in red, and subject site highlighted in red. (Source: Port Macquarie Museum, Map no. 14H).</p>
<p><b>1834</b></p> <p>Lot 1 Section 5 purchased by Edward McRoberts at public auction from Crown Lands - deed executed 2 December 1834. (Source: Deed from Port Macquarie Museum archives).</p>	
<p><b>1835</b></p> <p>Lot 1 Section 5 transferred by 'Lease and Release' from McRoberts and his wife to Andrew Blowers Smith – 23 December 1835. (Source: Deed Memorial No. 62 Book J, from Port Macquarie Museum archives).</p>	
<p><b>c1836</b></p> <p>"Garrison" building constructed in north-western corner of Lot 1 by William Stokes, c1836-40. Originally for residential use, constructed from convict bricks and pit-sawn timber. Became a boarding house in 1880s when an upstairs verandah was added, and later converted back to a private residence. Major alterations undertaken in 1950s (removal of verandah and all internal walls, flooring and the staircase for use as a tyre showroom), and again in 1983 (extensive internal and external refurbishment and reconstruction as well as additions within Hay Street). (Source: Municipality of Hastings Heritage Study, by Suters Architects Snell, July 1991, Volume 2 Inventory).</p>	 <p>Fig. 17: Plan of Port Macquarie 1836, rotated so north is up the page. Subject site highlighted in red. (Source: 2018 CMP, fig. 12. NSW State Archives Map 3677).</p>
<p><b>c1836-1842</b></p> <p>The first extension of the Store building (phase 2) is believed to have been carried out prior to the 1843 sale, extending the single-storey building footprint towards the east. Research for this study strongly suggests that this building is the 'Strong Brick-Built Store' described in the 1843 Sydney Morning Herald advertisement (fig. 19).</p> <p>The junction between the Phase 1 and Phase 2 sections is evidenced internally by the change in wall thickness, and externally by an inconsistent section in the brick bond (fig. 18).</p>	<ul style="list-style-type: none"> <li>On Monday 1 May 1843, the Sydney Morning Herald advertises William Stokes's property for sale (fig. 19). It describes half an acre of ground and several buildings: <ul style="list-style-type: none"> <li>"A REMARKABLY WELL BUILT BRICK STORE containing – <ul style="list-style-type: none"> <li>A shop 24ft. by 22ft. and 10ft. high,</li> <li>A back room at the rear of ditto, 24ft. by 17ft. also 10ft. high,</li> <li>A lofty room over the shop and back room 42ft. by 24ft. fitted with shelves, &amp;c, for the storage of dry goods.</li> </ul> </li> <li>In the rear of the above there is detached a</li> </ul> </li> </ul>

The doorway in western end of Store building may have been created at this time to improve the connection to Garrison building or possibly an adjacent dwelling house/garden. (The opening is not thought to be original as it does not have a brick head).

○ STRONG BRICK-BUILT STORE

30ft. by 18ft., and 18ft. high, intended solely for the storage of iron, the walls purposely built very substantially.

Also,

○ THE DWELLING HOUSE

A boarded and brick-nogged building, containing one room 20ft. by 10ft., and four bed-rooms, and a SLABBED KITCHEN detached."

- The "remarkably well built brick store" is believed to be the c1836 Garrison building (corner of Clarence St & Hay St).
- The "strong brick-built store" is believed to be the subject Store building. The 30ft x 18ft (9145 x 5485mm) footprint described corresponds roughly with the internal area of the 'phase 2' building which measures 9415 x 5455mm (approx. 30' 10" x 17' 11"); and the 18ft (5485mm) height described roughly corresponds with the height from original earth floor level) to the estimated internal ridge. (Refer to fig. 54, with measured and advertised dimensions overlaid).
- The 2018 CMP speculates that the subject Store building may be the dwelling house described in the advertisement, however this cannot be the case as the Store building is not brick-nogged. It is possible however, that the dwelling house is the small cottage between the Garrison and the subject Store building, visible in fig. 27 & 28 below, now since demolished.

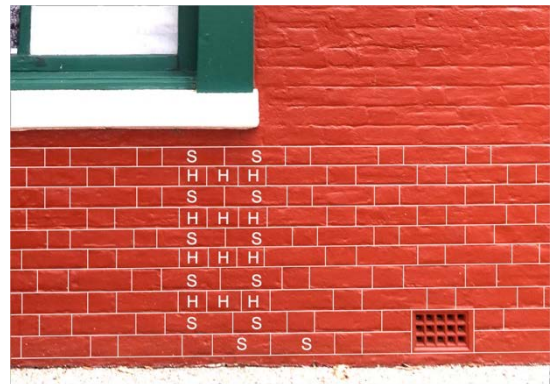


Fig. 18: Annotated photo of northern façade showing junction between Phase 1 and Phase 2 sections, where Flemish bond pattern is inconsistent (2 adjacent stretchers and 3 adjacent headers, instead of alternating in each course).

1843

The property is advertised for sale in May in the Sydney Morning Herald, describing it as "having been in the possession of the present occupant (Mr. William Stokes) for the past seven years", which would be since c1836. This seems to conflict with the deeds which only mention William Stokes from July 1843. The Herald may have been incorrect, possibly assuming Stokes was in ownership when he may have only been renting.

Property ownership is transferred several times, summarised as follows:

- 14 July 1843: Lot 1 Section 5 transferred by conveyance from Andrew Blowers Smith to William Stokes 14 July 1843. (Source: Deed no. 376 Book 4, from Port Macquarie Museum archives).
- 14 July 1843: Lot 1 Section 5 (plus Lots 4 & 5 of Section 19 (bounded by Ackroyd and Gordon Streets) transferred by 'Mortgage in fee' from Andrew Blowers Smith and Henry Arthur Smith to William Stokes. (Source: Deed no. 377 Book 4, from Port Macquarie Museum archives).
- 1846: William Stokes back to Andrew Blowers Smith and Henry Arthur Smith. (Source: Deed no. 717 Book 10, from Port Macquarie Museum archives).
- 1848: Andrew Blowers Smith gives his partial share to John Smith, who then becomes full owner. (Source: Deed no. 674 Book 18, from Port Macquarie Museum archives).

Some time after the 1843 sale, and prior to 1881, the following works were carried out (phase 3):

- First floor added, with a gable at the eastern end while the remainder of the roof was hipped (fig. 24 & 25).
- The three timber beams in the Foundation Room may have been added at this time. They are inconsistent in their detailing (one with stop chamfers, two with post mortices, two pit-sawn) so were possibly salvaged from elsewhere. The wall would need to have been partially dismantled if they were installed at a later date.
- The roof structure appears to be constructed from a combination of both pit-sawn and machine-milled timbers. Anomalously, milled timber is believed to have only been available in the area from 1876, whereas the present roof structure was in place from c1870 at the latest (fig. 24 & 25). Milled timber was available in Sydney from the 1840s, and it is possible it was brought up from Sydney although there are no records of this.
- Eastern elevation had a window centred at first floor (glazing bars visible in figure 25) and a window or door directly below at ground floor.

## AN OLD ESTABLISHED STORE AT PORT MACQUARIE.

**M**R. SAMUEL LYONS will Sell by Private Contract, and if not disposed of within fourteen days from this date, must be sold by Public Auction,

### TO CLOSE A PARTNERSHIP CONCERN.

This Valuable Property is well known in the Port Macquarie district, having been in the possession of the present occupant (Mr. William Stokes) for the past seven years, where a most lucrative trade has been carried on, and cannot fail to continue.

It is situated about two hundred yards from the waterside; has a frontage to Clarence-street, also to Hay-street, the principal thoroughfares in Port Macquarie Town, and occupies altogether, including the garden,

### HALF AN ACRE OF GROUND.

The buildings consist of—

#### A REMARKABLY WELL BUILT BRICK STORE,

Containing—

A shop, 24 ft. by 22 ft., and 10 ft. high  
A room at rear of ditto, 24 ft. by 17 ft., also 10 ft. high

A lofty room over the shop and back room, 42 ft. by 24 ft., fitted with shelves, &c., for the stowage of dry goods.

In the rear of the above there is detached a

#### STRONG BRICK-BUILT STORE,

30 ft. by 18 ft., and 18 ft. high, intended solely for the storage of iron, the walls purposely built very substantially.

ALSO,

#### THE DWELLING HOUSE,

A boarded and brick-nogged building, containing one room 20 ft. by 10 ft., and four bed-rooms, and a SLABBED KITCHEN detached.

#### THE GARDEN,

Adjoining the buildings, is in excellent condition; and it may be justly pronounced a highly valuable and compact property, such as is rare y to be met with, even in the present times.

ALSO,

Will be sold with the Stores, Dwelling, &c., the

#### STOCK ON HAND,

Consisting of—

Hardware, Iron, Steel, Glass, Earthenware, Paints, Brushes, Stationery, Soft Goods, &c., at a fair valuation.

\*.\* The great and increasing importance of Port Macquarie, as an outlet for the ready shipment of the produce of the northern districts of the colony, entitles the vendor to earnestly recommend this property to public notice, and more especially to the attention of parties desirous of entering upon a profitable undertaking, well provided with every description of article required in country life.

Further particulars may be obtained at the Auction Mart, corner of George-street and Charlotte-place.

Terms liberal.

6011

Fig. 19: Advertisement in Sydney Morning Herald, Monday 1 May 1843.



- An internal staircase was likely located in the southeastern corner, evidenced by the cut line visible in the floorboards on the first floor (fig. 21). The stairs were likely steep so window could be accessed directly from first floor (i.e. small stair void).
- The first floor space was divided into three spaces with canvas partitions and a tent-form canvas ceiling. Remnant of canvas and tacks on roof framing are still present in the roof space – refer to fig. 23.
- The room at the western end of the first floor (present Nursery) appears to have been partitioned first (date of construction unknown), with walls lined with plain vertical boards. Some of the boards appear pit sawn, and others machine sawn (fig. 22). The ceiling lining boards extend over the top of the wall, with a straight joint visible in the adjacent room (Bedroom). Note some of the ceiling lining boards appear machine-sawn.
- The remainder of the first floor was divided into two spaces with beaded timber lining boards at a later date (exact date unknown).

The brick sizes differ between the Phase 1/2 and Phase 3 sections (detailed in Appendix A), providing evidence that the first floor was constructed after the first two ground floor sections.

The building behind the Store in the c1842/43 plan (fig. 20) is likely a detached kitchen with the existing well located internally. It is possibly the skillion roof structure visible in fig. 28 & 29.



Fig. 20: Plan of Port Macquarie c1842/43 showing building footprints. Subject site highlighted in red. (Source: 2018 CMP, fig. 13. NSW State Archives Map 3673).







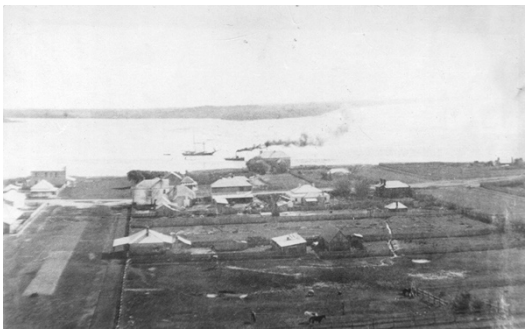
Fig. 21: Evidence of former stair location in first floor. (Source: Design 5, 2024).



Fig. 22: Some lining boards above the Nursery door appear machine-sawn, and others appear pit-sawn. (Source: Design 5, 2025).



	 <p>Fig. 23. Roof space over Dining Room, looking northeast towards the original eastern gable end. Remnant of fallen canvas ceiling visible at far end, and tacks that would have supported a canvas wall partition visible on side of closest tie beam. (Source: Design 5, 2024).</p> <p>Notes on machine-sawn timber:</p> <ul style="list-style-type: none"> <li>• The earliest timber mill in the area was on the Camden Haven river at Laurieton in 1876. Port Macquarie followed soon after. (Source: <i>The Maitland Mercury and Hunter River General Advertiser</i> (NSW : 1843 – 1893), 6 January, p. 2, viewed 13 November 2024 <a href="http://nla.gov.au/nla.news-article18801998">http://nla.gov.au/nla.news-article18801998</a>)</li> <li>• There is evidence of bricks and sandstone coming to Port Macquarie as ballast and being used in local construction, but not timber. This suggests all machine-sawn timber dates from after 1876. (Source: PMM).</li> </ul>
<p><b>1850</b> Lot 1 Section 5 transferred by indenture from Henry Arthur Smith and John Smith to Samuel Henry Cohen ‘storekeeper.’ (Source: Deed no. 759 Book 18, from Port Macquarie Museum archives).</p>	
<p><b>1853</b> Eastern part (museum site) of Lot 1 Section 5 sold by Henry Cohen ‘storekeeper’ and Eliza Cohen to William Killion ‘shopkeeper’. (Source: Deed no. 167 Book 25, from Port Macquarie Museum archives). This is the first record of the Museum site being sold as a separate part of Lot 1. x</p>	<p>Western portion of Lot 1 (Garrison site) belongs to Henry Taylor. Neighbouring eastern lot belongs to Stephen Partridge.</p> <p>The 1959 photo of the infilled western opening (fig. 38) is described in the Museum archives as ‘fallen brickwork’ being replaced. This indicates that the opening had already been infilled prior to 1959. The different type of brickwork below sill level suggests the opening had previously been modified to a window prior to being infilled completely.</p>
<p><b>1868</b> Eastern part (museum site) of Lot 1 Section 5 sold from William Killion ‘shopkeeper’ to James Henry Young ‘storekeeper’. (Source: Deed no. 243 Book 107, from Port Macquarie Museum archives).</p>	 <p>Fig. 24: Clarence Street c1870, looking southeast. Subject site highlighted in blue. (Source: 2018 CMP, fig.</p>

	<p>14. Pictures from the Past, Recollections of early life in the Hastings, 2001)</p>  <p>Fig. 25: Larger scale excerpt of photo above. Note window on eastern elevation, prior to fourth phase of construction, and deep eaves overhang on north façade. (Source: Port Macquarie Museum photograph no. 536)</p>
<p><b>1881</b></p> <p>Eastern part (museum site) of Lot 1 Section 5 sold from Young to Francis Marchment. (Source: Deed no. 942 Book 228, from Port Macquarie Museum archives).</p> <p>The Marchments carried out the following works (phase 4) some time between 1881 and c1895 (fig. 26):</p> <ul style="list-style-type: none"> <li>• Added the eastern-most extension, with a chimney and hipped roof, and sheeted over the existing timber shingles (which remain in place) with corrugated iron.</li> <li>• Removed stair in southeastern corner of phase 3 section, and constructed new stair (steeper than present stair) in southwestern corner of phase 4 addition.</li> <li>• The wider eaves on the northern (and likely western) sides, visible in the c1870 photo, (fig. 25) may also have been cut back at this time.</li> <li>• Constructed a timber rear annexe with adjoining brick chimney, and an open verandah extending along the entire rear elevation of the building (visible in fig. 27). Note the separate skillion roof structure behind the Store building in c1900 photo (fig. 28 &amp; 29). This may be the separate building shown in the c1842/43 plan (fig. 20) or it may be a later structure.</li> <li>• The two shopfront windows with timber lintels are also believed to have been added at this time. They were not visible in c1870s photo (fig. 25). This is supported by the 2x phase 3 and 3x phase 4 sills being different dimensions. (Refer to dimensions in fig. 55).</li> </ul>	 <p>Fig. 26: Marchment family posing in front of their store c1890s. Speculated construction phases overlaid – phase 1 at ground floor right (pre-1830s), phase 2 in centre (c1836-42), phase 3 above (1843-1880), and phase 4 (1881) on left plus two shopfront windows. (Base image source: Port Macquarie Museum photo no. 8542). Refer also to construction stage diagram fig. 11 and sequence of evolution diagrams fig. 53.</p>  <p>Fig. 27: View from St Thomas Church Tower c1890, looking north. (Source: Port Macquarie Museum photo no. 8194)</p>

1897

Eastern part (museum site) of Lot 1 Section 5 sold from Francis Marchment to Christiana Marchment. (Source: Deed no. 926 Book 598, from Port Macquarie Museum archives).



Fig. 28: View from St Thomas Church Tower c1900, looking north along Hay Street to the Hastings River and beyond. (Source: Port Macquarie Museum photo no. 509).

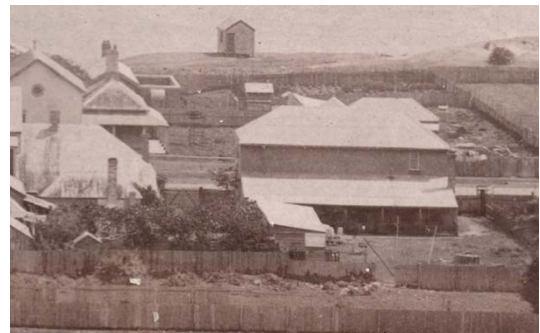


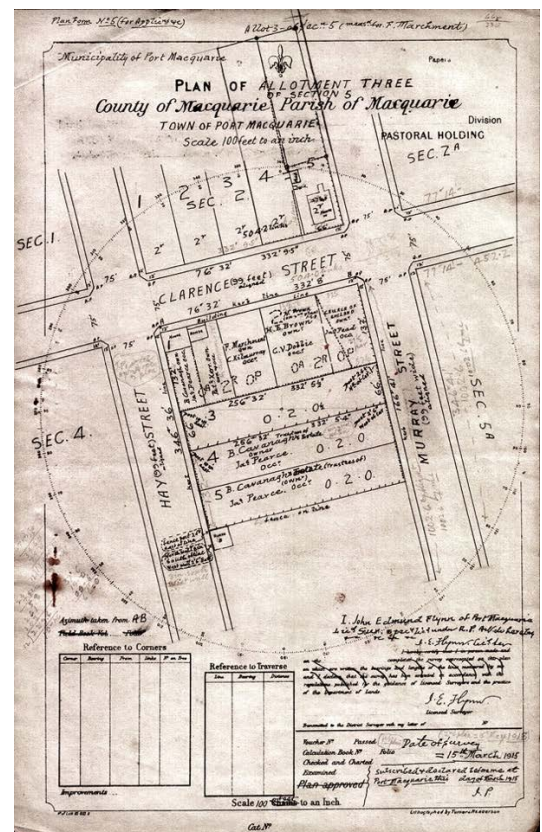
Fig. 29: Larger scale excerpt of above, with separate building south of verandah, c1900. (Source: Port Macquarie Museum photo no. 509).

1925




Eastern part (museum site) of Lot 1 Section 5 sold from Donald Marchment to Albert Percy Hayward. (Source: Deed no. 884 Book 1373, from Port Macquarie Museum archives).

The Store building was converted to a residence/ boarding house at this time.

It appears that the eastern ground floor window on Clarence St was converted to a doorway at this time (compare fig. 26 and fig. 33).





	<p>Fig. 30: 1915 survey, noting no building is shown on the site. (Source: Port Macquarie Museum reference PMHS: JEF/2/56.)</p>
<p><b>1928</b></p> <p>Leased to Mrs Kilmurray as boarding house. Separate skillion roof structure behind Store building no longer present in c1940s photo (fig. 31 &amp; 32).</p>	 <p>Fig. 31: View from St Thomas Church Tower early 1940s, looking north along Hay Street, with Store building on the right. (Source: Port Macquarie Museum photo no. 8205).</p>  <p>Fig. 32: Larger scale excerpt of early 1940s photo above, with skillion building south of verandah demolished. (Source: Port Macquarie Museum photo no. 8205).</p>  <p>Fig. 33: View of the Store within its historical streetscape c1950s or slightly earlier. Note carriageway between Store building and single-storey building adjacent to the west. (Source: Port Macquarie Museum photo no. 6076).</p>

**1958/59**

The building was abandoned and leased to Raymond Dick and Ronald Howell on behalf of the Hastings District Historical Society, who commenced building restoration for use as a museum. (Source: Lease Agreement/Deed no. 186 Book 2527, from Port Macquarie Museum archives.)

The ground floor western window appears to have been infilled at some stage prior to 1959.



Fig. 34: The former store then boarding house now derelict c1955. (Source: Port Macquarie Museum photo no. 14662).



Fig. 35: c1957 photograph. (Source: Port Macquarie Museum photograph 14656).





Fig. 36: c1958 photograph. (Source: Port Macquarie Museum photograph 706).



Fig. 37: 1958 photograph. The ground floor door/window on western elevation was already infilled at this time. (Dark mark is the shadow of the



	<p>neighbouring building's chimney). (Source: Port Macquarie Museum photo no. 8546).</p>  <p>Fig. 38: The caption accompanying the archive describes this 1959 photo as 'fallen brickwork removed from opening in western end of building,' prior to replacing the infill. Note the absence of a brick arch suggests the opening may not have been original. It may have had an external (structural) frame when the opening was added. The different brickwork in the lower section suggests the opening was first a doorway, then infilled as a window, then infilled completely. Note painted internal reveals visible. (Source: Port Macquarie Museum photo no. 2334).</p>
<p><b>1960</b></p> <p>The Museum opened on this site with:</p> <ul style="list-style-type: none"> <li>• New flooring to ground floor</li> <li>• New staircase (since replaced)</li> <li>• New paintwork</li> <li>• New guttering</li> <li>• Replacement of fireplace surrounds</li> <li>• Rear verandah enclosed, possibly shortly after opening. (Verandah open c1960 in fig. 39 and enclosed prior to 1966 fig. 42 &amp; 43).</li> <li>• New wallpaper (which has been replaced at least one more time in the Parlour).</li> </ul>	 <p>Fig. 39: Southern elevation of the Museum building c1960 showing enclosed weatherboard annexe and open verandah that most likely dates to the 1880s. (Source: 2018 CMP, fig. 15. Port Macquarie Museum).</p>

	 <p>Fig. 40: Hastings District Historical Society Museum shortly after opening c1960. (Source: 2018 CMP, fig. 19. Port Macquarie Museum).</p>  <p>Fig. 41: Photograph c1960. Note horizontal shadow where two courses of bricks between 'Hastings District' and 'Historical Society Museum' appear to slant forwards slightly, indicating the likely top of the pre-1830s and c1830s construction. Note area of brickwork below the word 'Museum' which is speculated to be the original pre-1830 section is smoother/more 'gummed up' than the adjacent brickwork of subsequent stages.</p>
<p><b>1961</b></p> <p>Eastern part (museum site) of Lot 1 Section 5 sold from Hayward to South Pacific Accommodation Ltd. (Source: Deed no. 936 Book 2570, from Port Macquarie Museum archives).</p>	
<p><b>1962</b></p> <p>Eastern part (museum site) of Lot 1 Section 5 sold from South Pacific Accommodation Ltd. to The Council of the Municipality of Port Macquarie. (Source: Deed no. 953 Book 2631, from Port Macquarie Museum archives); with ownership transferred from Council to the trustees of the Hastings District Historical Society by way of a 12 year loan. (Source: Deed dated 29 October 1962, Port Macquarie Museum archives).</p>	

## 1968

The first major extension to the Museum opened, incorporating the 'Arcade of Shops' and 'Costume Gallery'.

At this time, the enclosed verandah (visible during construction in fig. 42 & 43) was demolished, and the timber cladding enclosing the rear annexe was replaced with brick (fig. 44).





Fig. 42: Construction of footings 1966. Timber verandah enclosure at rear of Store building visible at left. (Source: 2018 CMP, fig. 20. Port Macquarie Museum)






Fig. 43: View of first stage of museum additions nearing completion c1967, looking south. Brick chimney of rear annexe visible at right. Enclosed verandah (centre of view) was demolished as part of the works, and weatherboard annexe enclosure was replaced with brick. (Source: 2018 CMP, fig. 22. Port Macquarie Museum)



Fig. 44: Looking west towards northern courtyard, 1968. Enclosed verandah and weatherboard annexe now replaced with brick. (Source: Port Macquarie Museum photograph 5704).

	 <p>Fig. 45: 1970 photograph. Note the western window at first floor is not yet infilled. (Source: Port Macquarie Museum photograph 667).</p>
<p><b>Early 1970s</b></p> <p>The windows on the western elevation were likely to have been infilled when the neighbouring building to the west was constructed directly adjacent to the Store building – visible in the 1973 aerial photograph (fig. 46).</p>	 <p>Fig. 46: Excerpt of 1973 aerial, looking south with Clarence Street in the foreground. Present neighbouring building to the west of the Store is now built. (Source: Port Macquarie Museum photograph 16432.)</p>
<p><b>1977</b></p> <p>Back-gallery museum extension opened. The decorative brickwork around the cistern and timber flooring in the well room were installed. (Source: 2018 CMP Underground Cistern inventory sheet).</p>	
<p><b>1987</b></p> <p>Eastern part (museum site) of Lot 1 Section 5 transferred by Deed of Covenant from The Council of the Municipality of Hastings to Hastings District Historical Society Inc. on 29 May 1987. The site is now referred to as Lot 1 DP 744652. (Source: Deed from Port Macquarie Museum archives).</p>	



<p><b>1988</b></p> <p>Howell Room added.</p> <p>Roof over northern courtyard added.</p>	 <p>Fig. 47: Photograph taken in 1988 or shortly after, noting Bicentennial sign next to lamp post. Current neighbouring building on western side visible. (Source: Port Macquarie Museum photograph no. 14672).</p>
<p><b>2002</b></p> <p>The 1958 staircase in the Store building was replaced by a new stair with a shallower pitch, the original doorway of southern wall (adjacent to the new stairs) infilled and new doorway created adjacent.</p> <p>Steel plate strengthening added to beams in Foundation Room.</p>	
<p><b>2009</b></p> <p>Polycarbonate roof over North Courtyard constructed.</p> <p>Awning between Costume and back galleries added to protect the historic sugar crushing mill installed there.</p>	 <p>Fig. 48: Aerial photograph with site boundaries overlaid, showing the Garrison building (left) aligned with the boundaries, and the Store building (right) offset at an angle. (Source: SIX Maps accessed 2024, but photo pre-dates 2016).</p>
<p><b>2016</b></p> <p>The 'Forest Courtyard' opened in the Museum's front garden.</p> <p>Corrugated iron roofing was replaced with short sheet corrugated galvanised steel, with timber shingles over phase 3 section remaining below.</p>	 <p>Fig. 49: Timber shingles retained below corrugated sheet roofing. (Source: 2018 CMP, Inventory Sheet – Roofing, p31).</p>

## 2.4 EVOLUTION DIAGRAMS

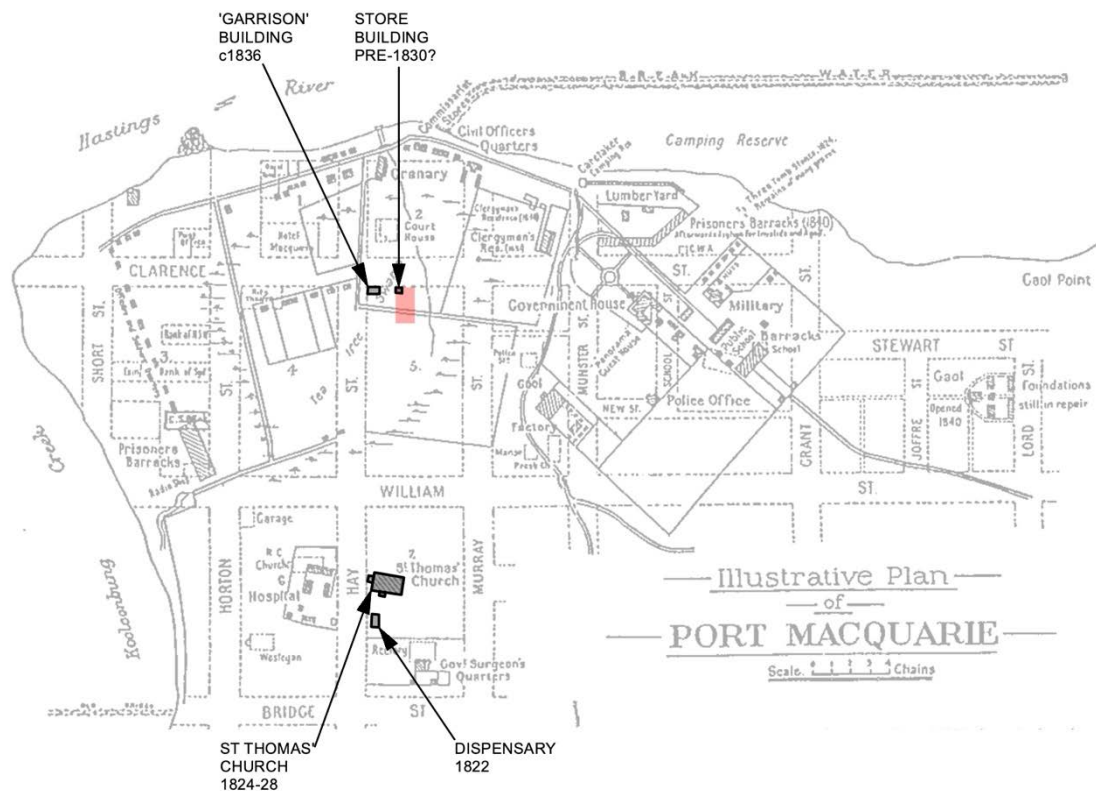


Fig. 50: Summary diagram of known extant pre-1840 buildings in Port Macquarie. Subject site shaded in red. (Background plan: Illustrative Plan of Port Macquarie 1831.). Note: footprints/remains of early buildings are not included in this diagram. They have been found in many parts of Port Macquarie beneath the buildings, however only some are documented.

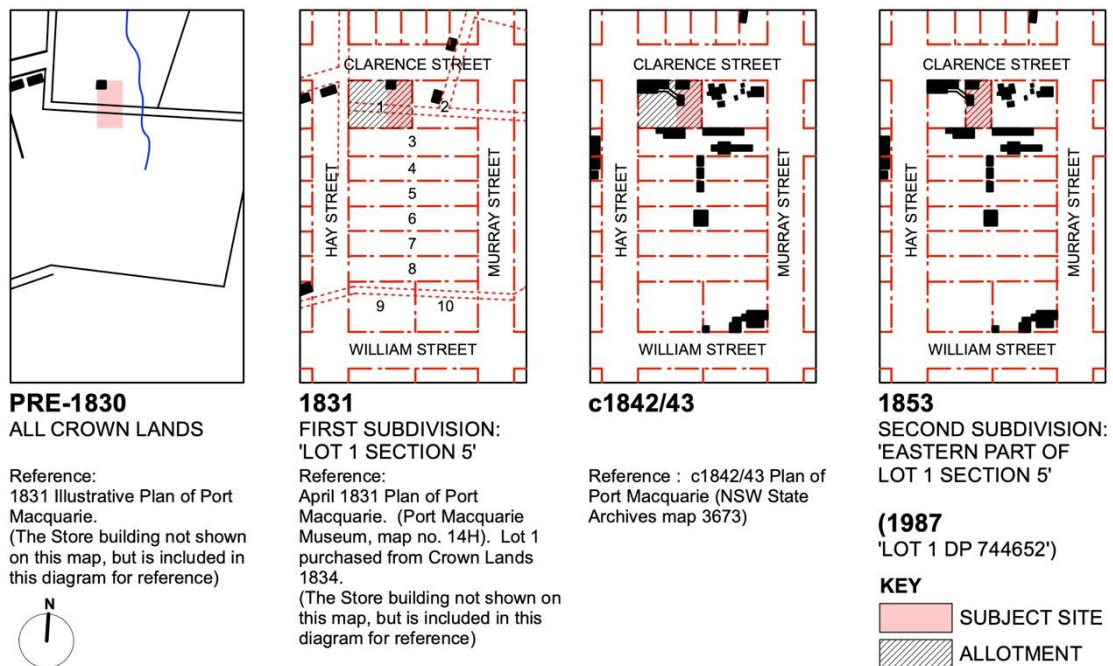
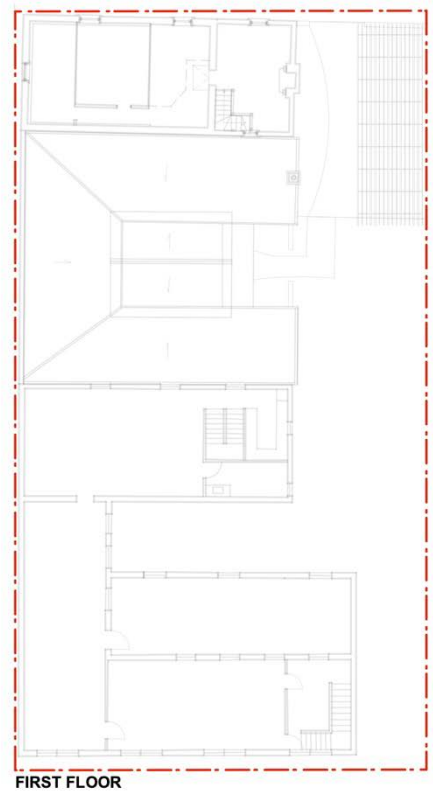
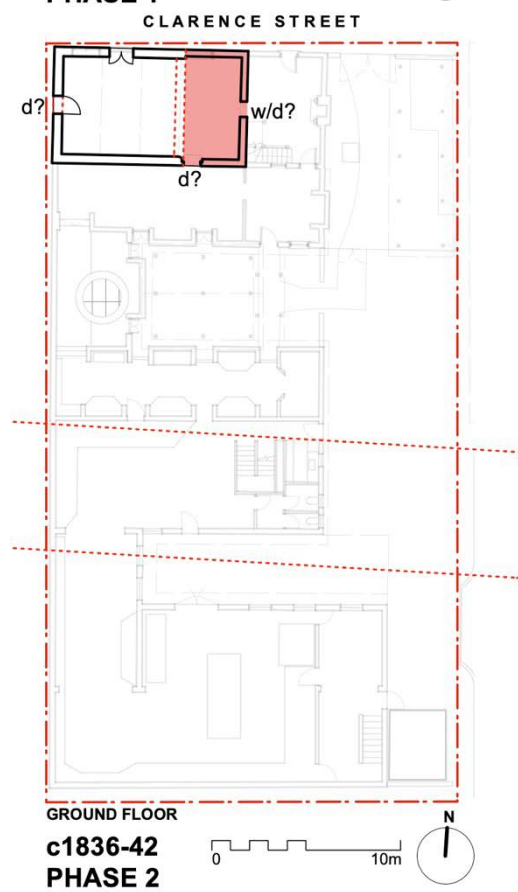
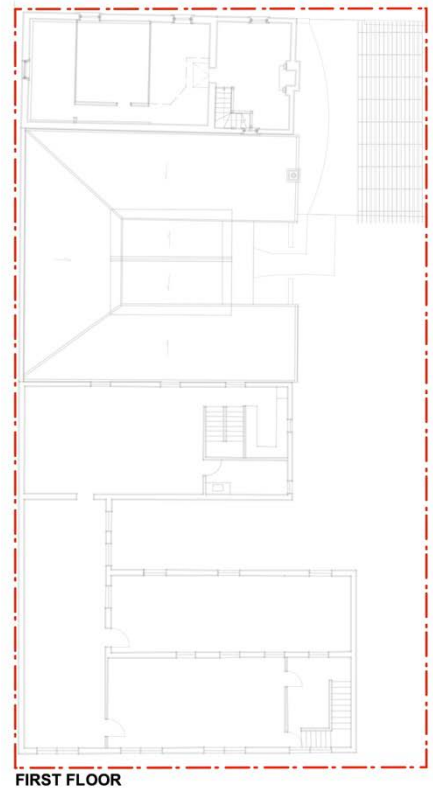
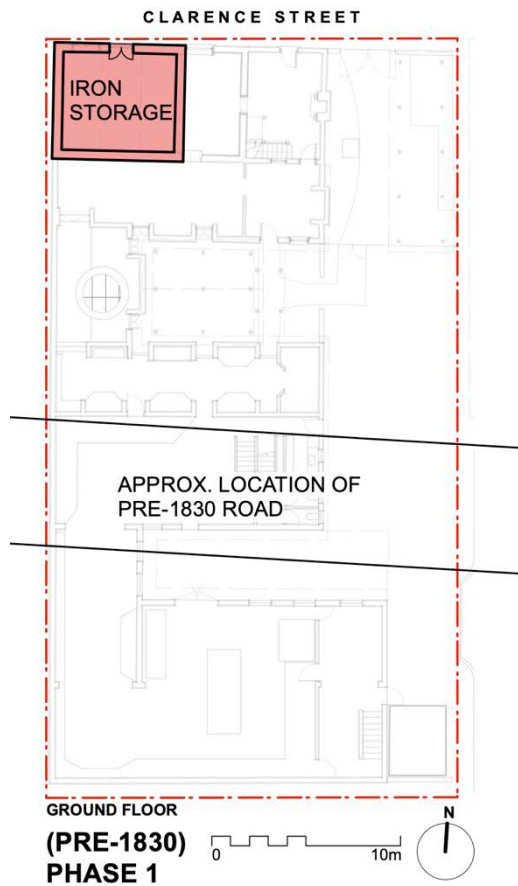
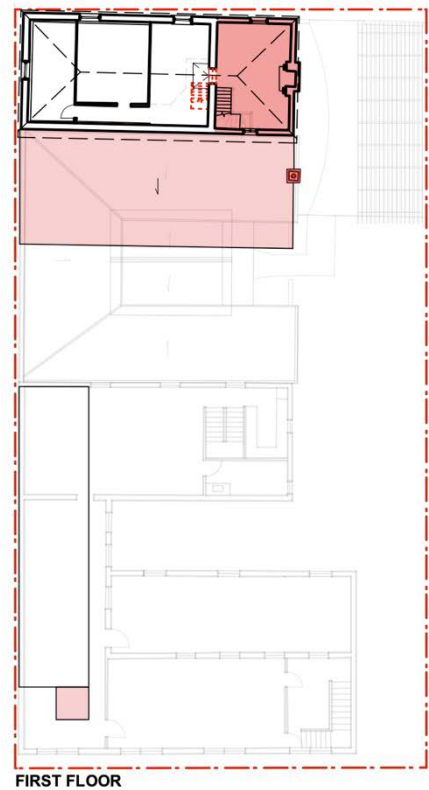
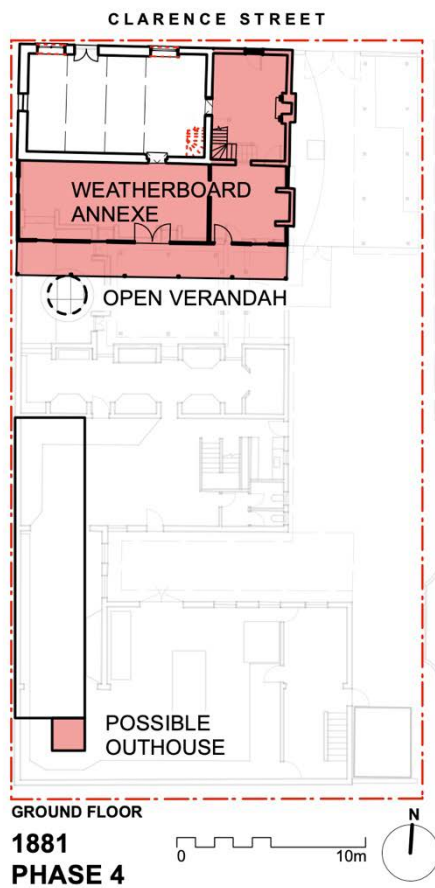
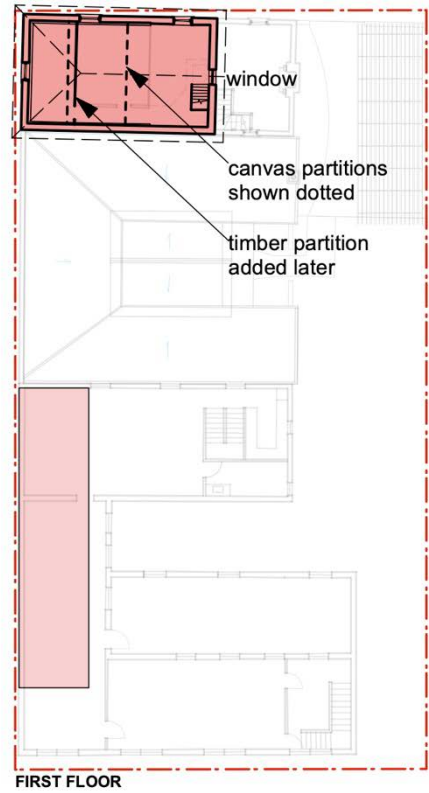
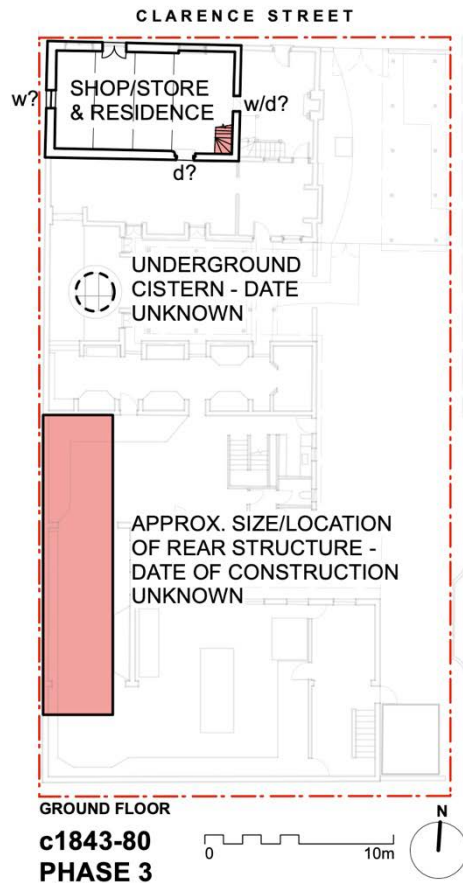
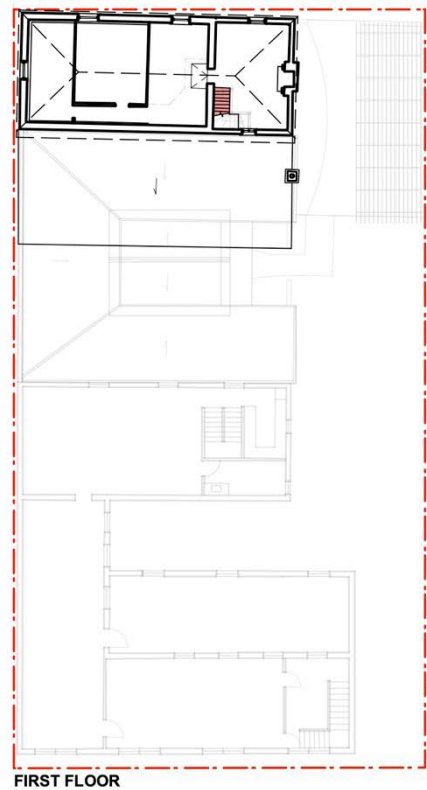
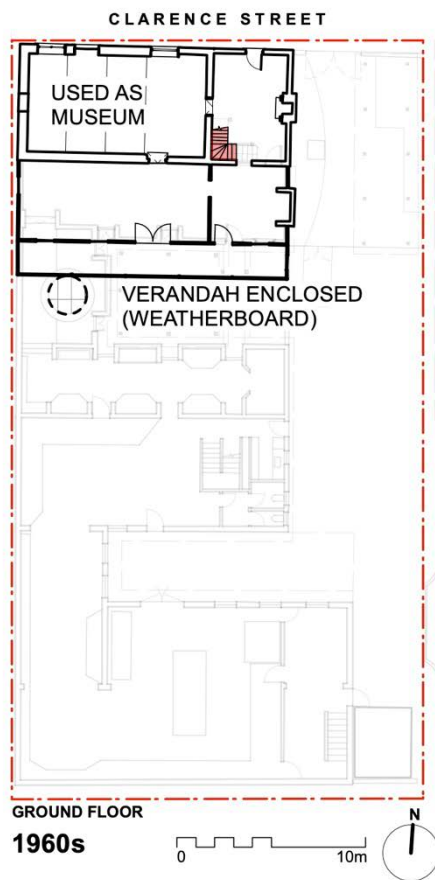
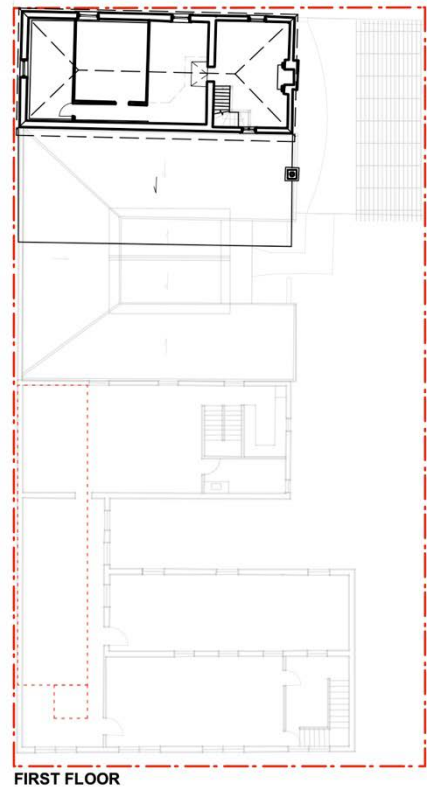
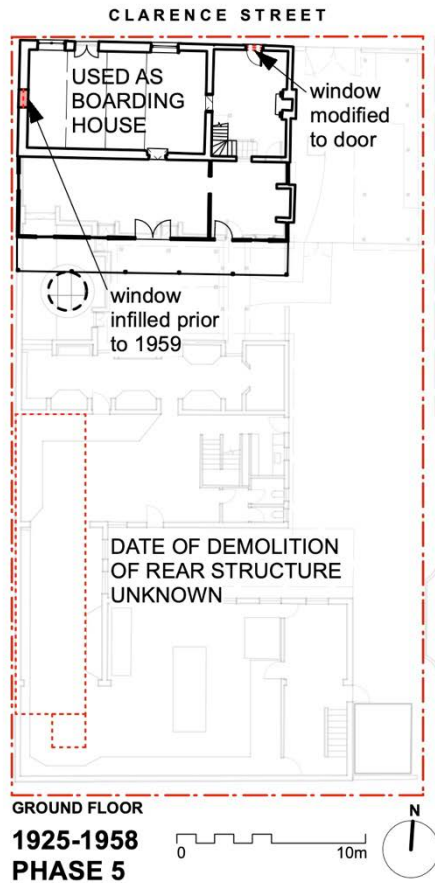


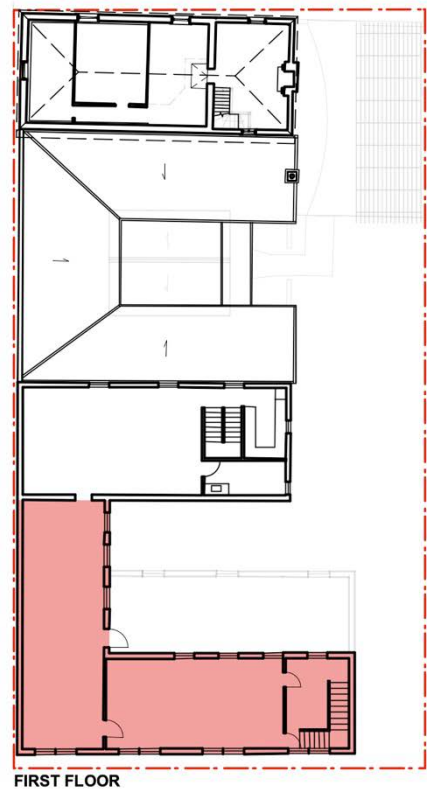
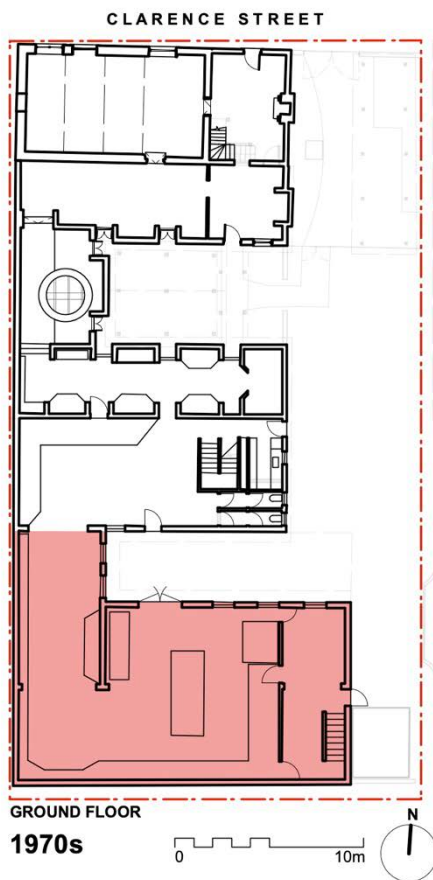
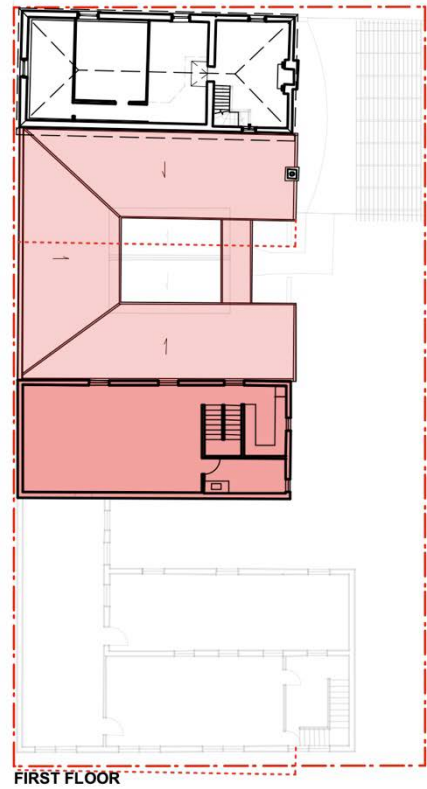
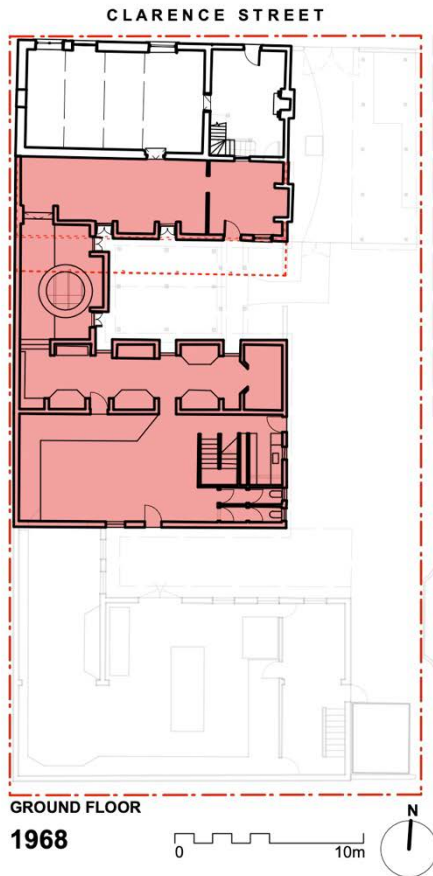
Fig. 51: Allotment Evolution Diagrams.











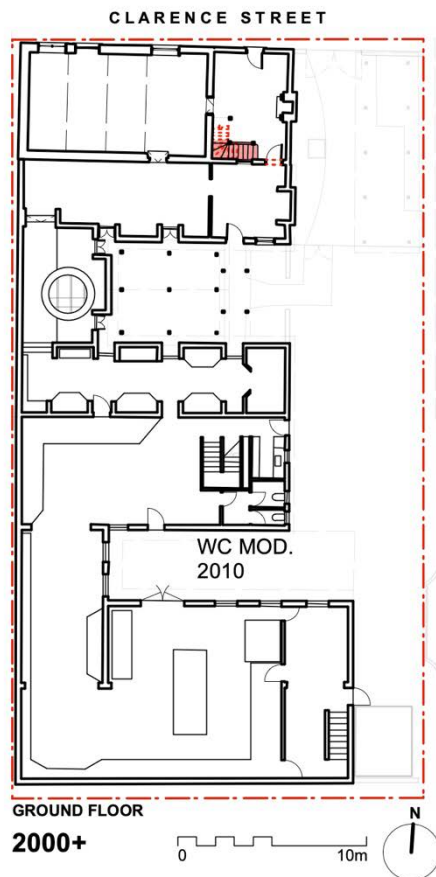
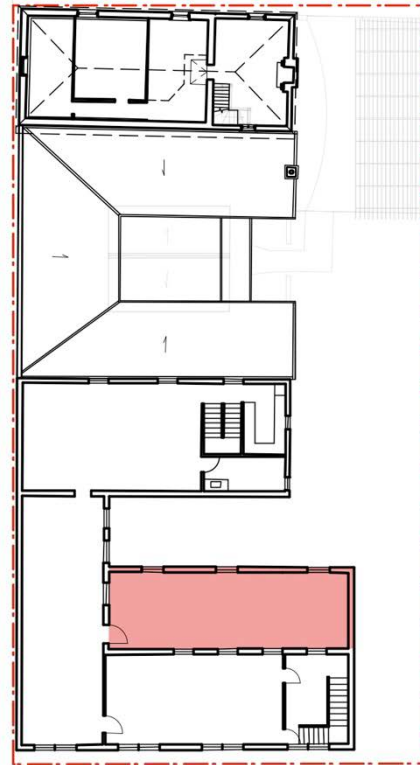
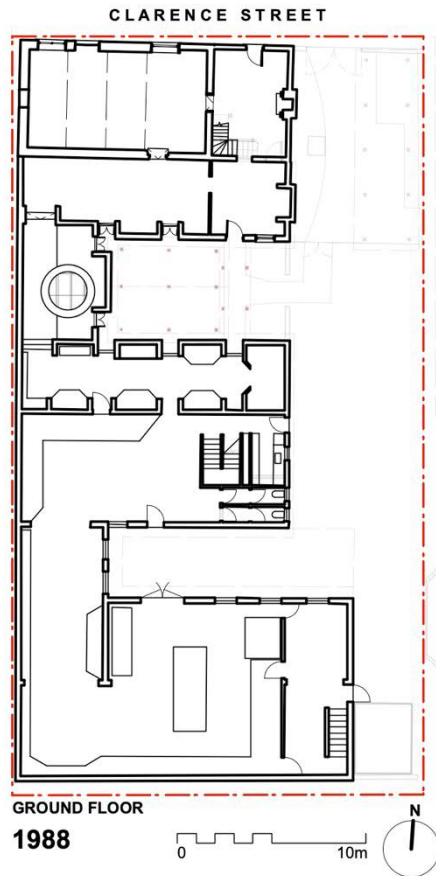


Fig. 52: Evolution Diagrams – Floor Plans.



Fig. 53: Evolution Diagrams – Elevations. Note the roof forms of phases 1 & 2 are speculative as there is no evidence of their original structure.



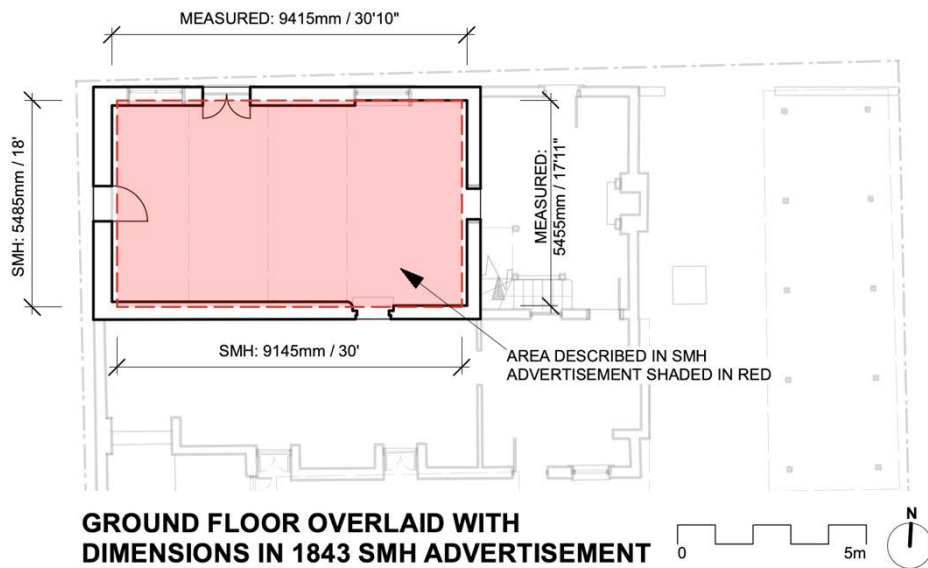
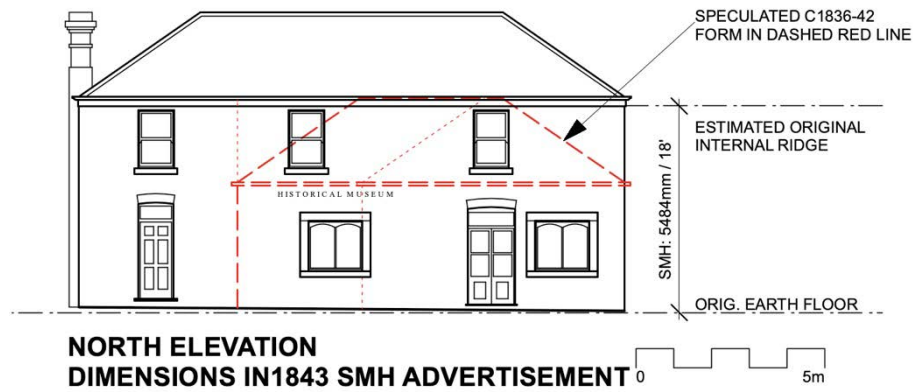


Fig. 54: Ground floor plan and north elevation overlaid with dimensions described in 1843 Sydney Morning Herald advertisement.

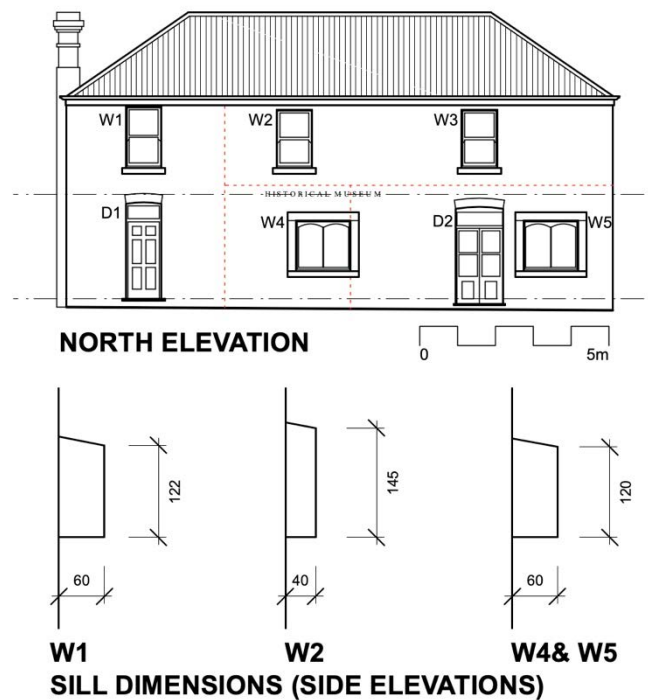


Fig. 55: Dimensions of rendered brick or stone (?) window sills on north elevation, supporting our understanding that the two shopfront windows are contemporary with the Phase 4 (1880s) addition.

## 2.5 FABRIC SURVEY

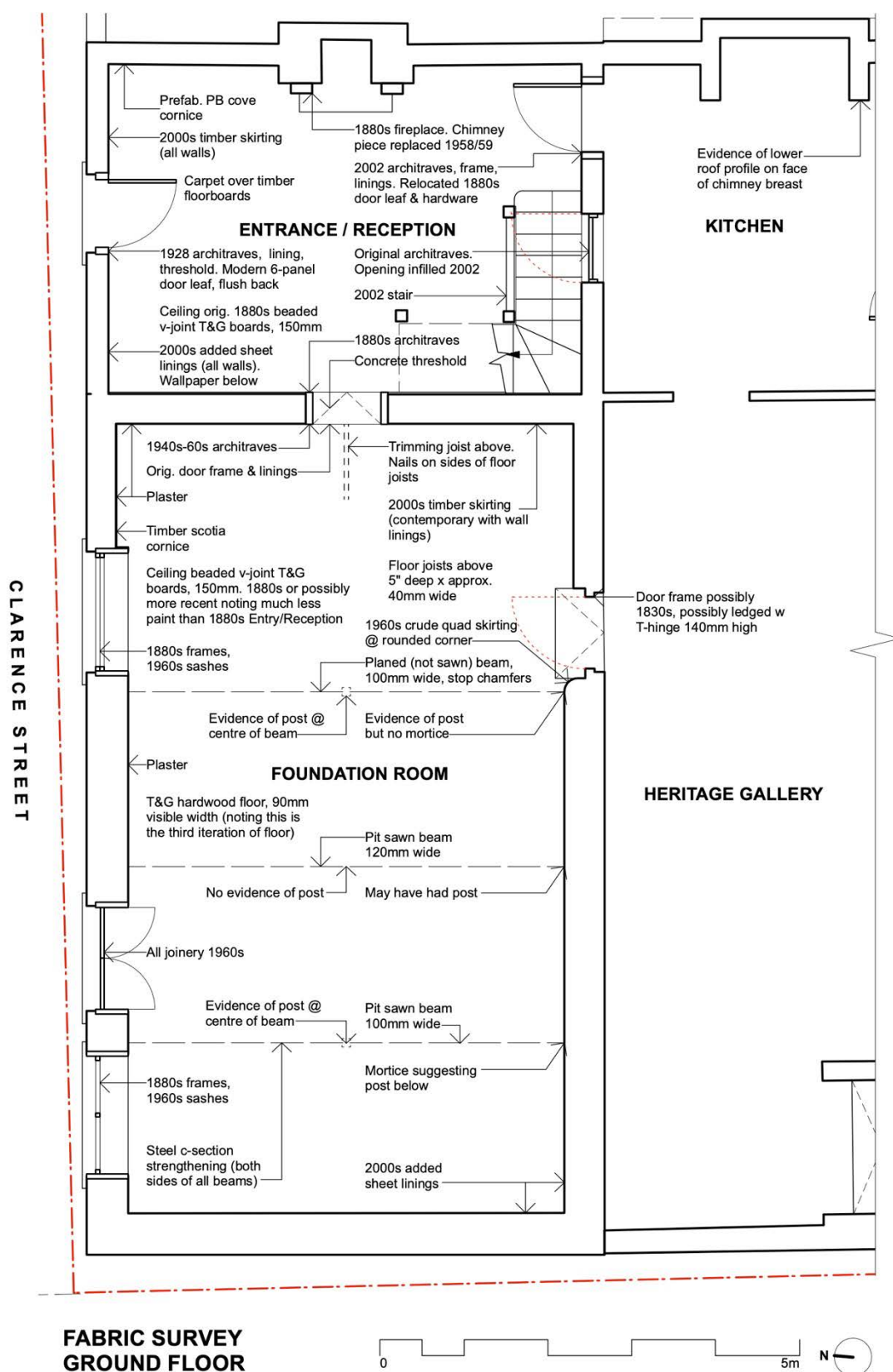


Fig. 56: Fabric Survey – Ground Floor.

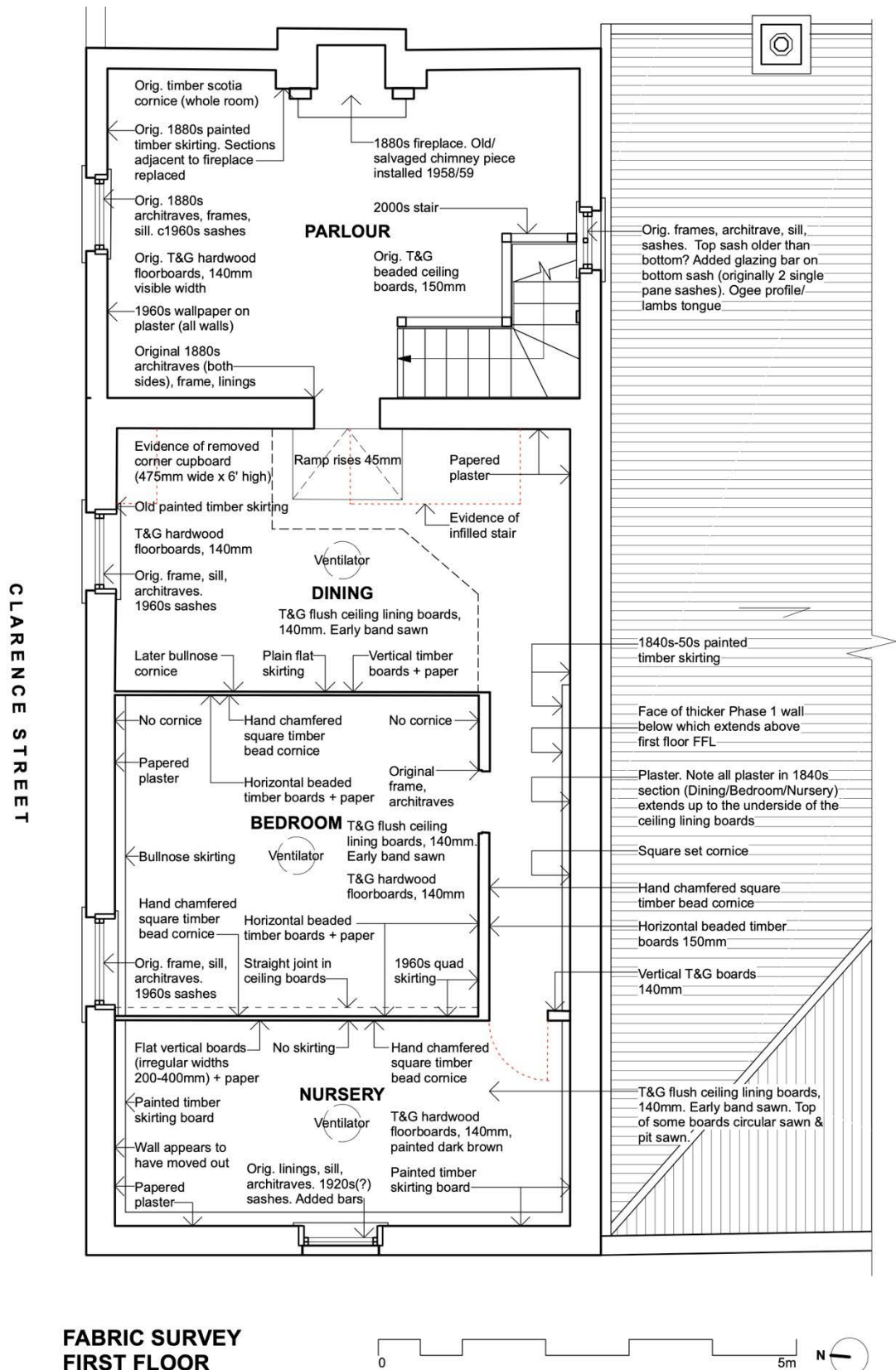


Fig. 57: Fabric Survey – First Floor.

### 3 SUMMARY OF LEVELS OF SIGNIFICANCE

The 2018 CMP addresses two aspects of significance:

- Cultural Heritage Significance, and
- Archaeological Significance

#### 3.1 ASSESSMENT OF CULTURAL HERITAGE SIGNIFICANCE

The following table is based on Table 7 in the 2018 CMP and amended to align with the updated history:

NSW Heritage Assessment Criteria	Heritage Significance	Levels of Significance
Historical Significance SHR criteria (a)	<p>The Port Macquarie Historical Museum is situated in a significant historical precinct associated with the establishment of Port Macquarie in 1821 as a government town and penal settlement. The precinct includes the area bounded by Hay, Clarence, William and Murray Streets and includes a number of other significant historic buildings.</p> <p>The site is part of Governor Darling's town survey of 1831, which realigned the streets to create building allotments and reorganised the street pattern to that of today.</p> <p>The original section of the building may have been part of the convict settlement pre-dating the 1831 town realignment. It is associated with the development of the town and the opening of the region to free settlers in the 1830s. The building is able to demonstrate the development of trade and reflects the era of river merchants when transport of goods and people was predominantly by ship in the absence of reliable land transport routes.</p>	State
Historical Association Significance SHR criteria (b)	There is demonstrated association with a number of pioneering river merchants who occupied and operated the site as a store from the earliest phase of free settlement in Port Macquarie, including William Stokes, the Cohens, and the Marchmonts.	Local
Aesthetic Significance SHR criteria (c)	<p>The Store building is a significant landmark building within a group of buildings that forms a historical and archaeological precinct set within modern infill development of the riverfront business district of Port Macquarie. Construction features demonstrate principal characteristics of building technology used in the historical era of settlement at Port Macquarie during the transition from penal settlement to free settlement.</p> <p>The building remains largely intact, particularly the earliest phases of construction circa 1830s, as an excellent example of its type and for its ability to demonstrate construction characteristics used at Port Macquarie, which may be compared and contrasted with the practices used in other districts that were opened to settlement following the cessation of the convict era.</p>	Local
Social Significance SHR criteria (d)	The site has been and continues to be held in high esteem by the Port Macquarie community from the inception of Port Macquarie Historical Society for the express purpose of protecting and interpreting the history of the area to the present-day museum and publicly accessible complex run entirely by volunteers. The Port Macquarie Museum is well respected across the museum sector for its professional standards and for its ongoing advocacy on the importance of preserving local history.	Local
Technical/ Research Significance SHR criteria (e)	The site is likely to have some archaeological potential including the potentially pre-1830s original section of the Store building and a section of cobbled road, within the property boundary of the museum complex. The significance of any archaeological remains is likely to reach the local level at best	Local



	and any such archaeological evidence is unlikely to contribute new and meaningful information to that already known of the site and/or the history of Port Macquarie.	
Rarity SHR criteria (f)	The standing structure of the former 1830s store and residence must be considered rare within the local Hasting-Port Macquarie LGA and rare within the state of New South Wales given its relatively complete and intact condition.	State
Representativeness SHR criteria (g)	Any future revisions to the Conservation Management Plan should include a comparative assessment to assess the building under this criterion.	To be assessed

### 3.2 DEFINITIONS OF LEVELS OF SIGNIFICANCE

The Port Macquarie Museum includes spaces, elements and fabric of varying cultural significance within its overall high level of significance. These have been graded according to their relative significance as defined below.

Level of Significance	Justification	Status
Exceptional significance	Rare or outstanding elements directly contributing to an item's local or state significance.	Fulfil criteria for local or state listing.
High significance	High degree of original fabric. Demonstrates a key element of the item's significance. Alterations do not detract from significance.	Fulfil criteria for local or state listing.
Moderate significance	Altered or modified elements. Elements with little heritage value but which contribute to the overall significance of the item or site.	Fulfil criteria for local or state listing.
Little significance	Alterations detract from significance. Difficult to interpret.	Does not fulfil criteria for local or state listing.
Intrusive	Damaging to the item's heritage significance.	Does not fulfil criteria for local or state listing.

### 3.3 SIGNIFICANCE GRADING DIAGRAMS

The following diagrams show the relative levels of significance of spaces and fabric at a high level. These diagrams are to be read in conjunction with the Tolerance for Change tables (section 6 below) which breaks down the larger elements into smaller components that can be addressed in further detail.

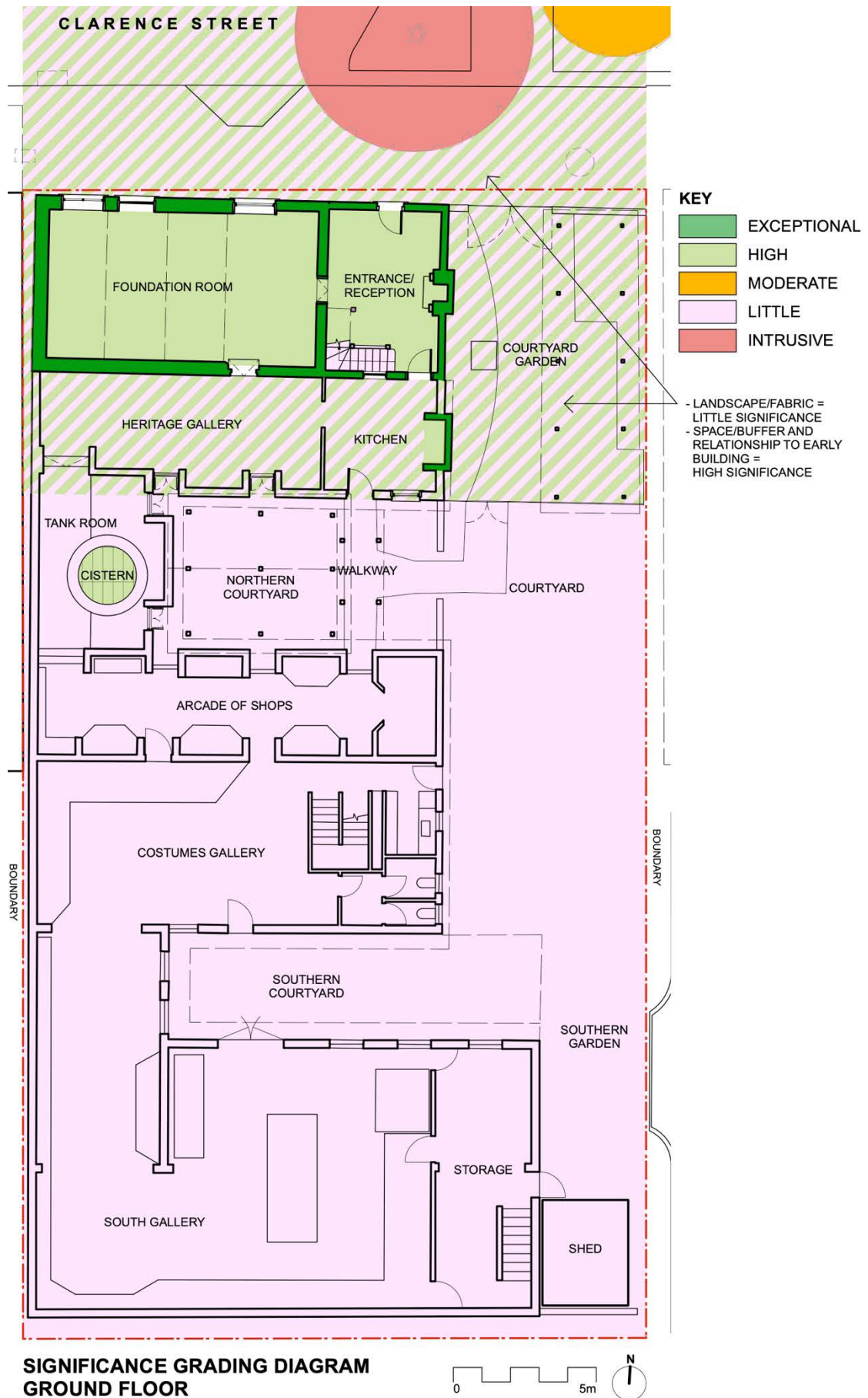


Fig. 58: Significance Grading Diagram – Ground Floor.

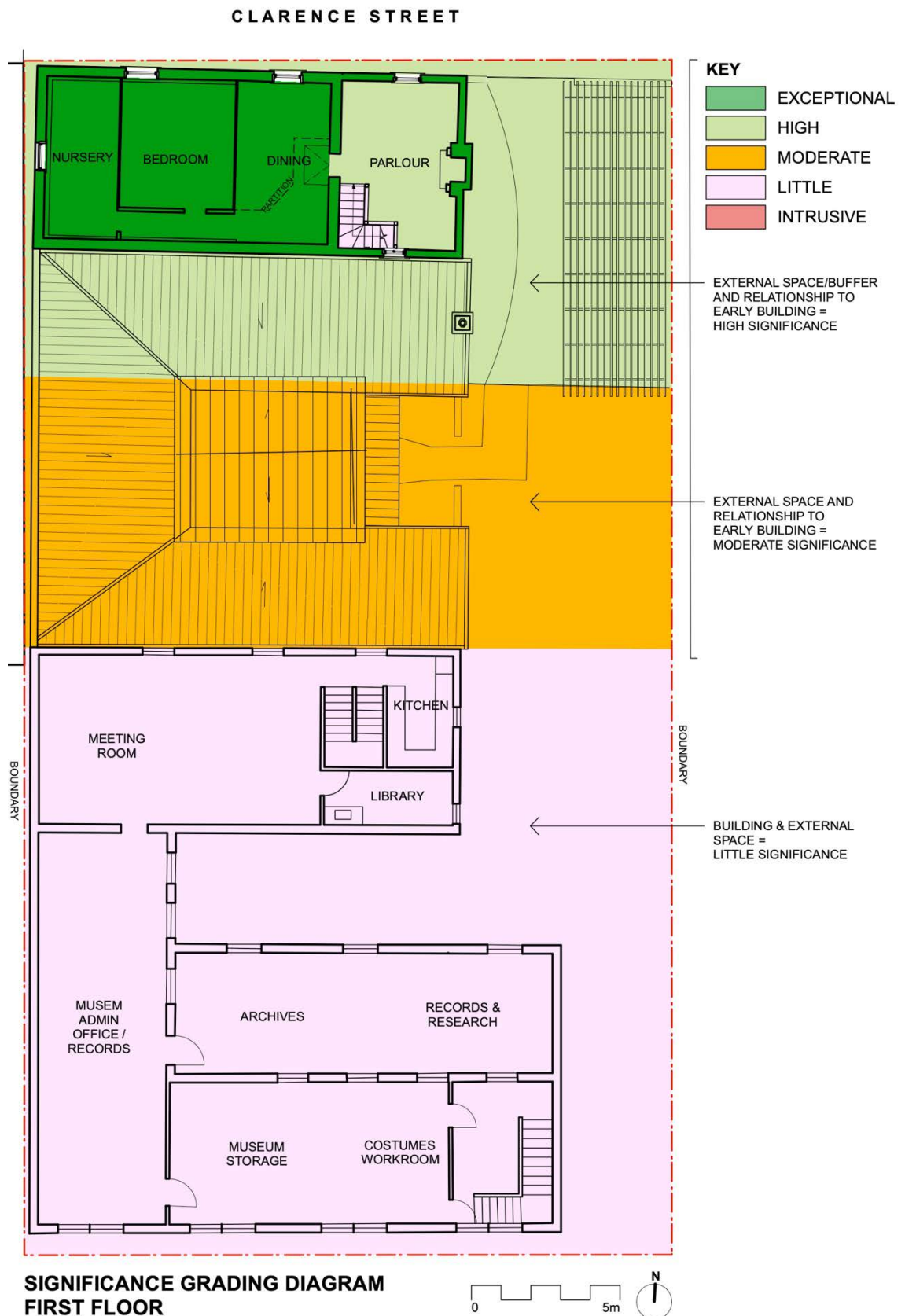


Fig. 59: Significance Grading Diagram – First Floor.

### 3.4 ARCHAEOLOGICAL POTENTIAL

The following diagram indicates the zones of archaeological potential as in the 2018 CMP. The approximate line of the pre-1830 road and 1830s-40s structures are overlaid.

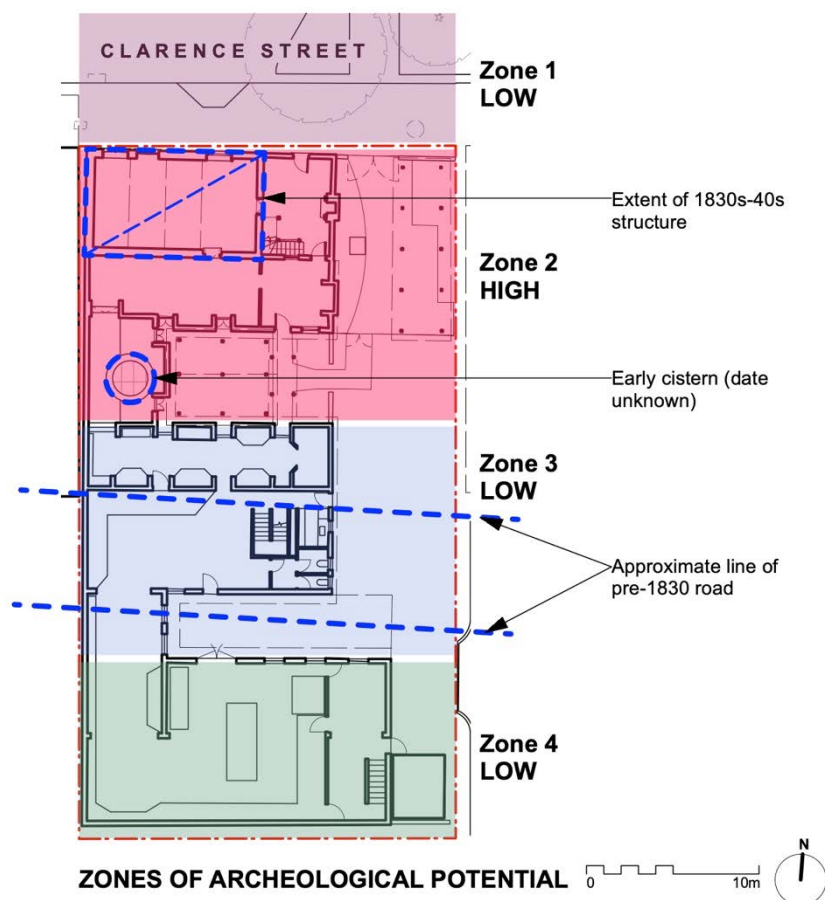


Fig. 60: Zones of Archaeological Potential, with overlay of approximate line of pre-1830 road and c1830s-40s structures. (Design 5 diagram based on 2018 CMP diagrams fig. 26 and 27).

### 3.5 ASSESSMENT OF ARCHAEOLOGICAL SIGNIFICANCE

The following table summarises the archaeological significance as assessed in the 2018 CMP (part 4.5, table 8):

Zone no.	Assessment of Significance
Zone 1 – Clarence Street footpath	Local
Zone 2 – Footprint of former Store and Residence	Local – potentially State
Zone 3 – Southern curtilage	Local
Zone 4 – Museum buildings	Local
Pre-1830s roadway alignment	Local



# CONSERVATION POLICY

The following sections have been taken directly from the 2018 CMP, with the exception of Policy 3 which has been modified so it can be read in conjunction with section 6 (Tolerance for Change and Opportunities for Change) below.

## 4 GENERAL POLICY STATEMENTS

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The following dot points summarise the basis of the conservation approach, using the Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (Burra Charter) as a framework:

- *The cultural significance of the site should be retained and provisions made for its security, maintenance and future.*
- *All conservation work should be based on a respect for the existing fabric and should involve minimum physical intervention.*
- *An appropriate visual setting (streetscape) should be maintained. No new construction, demolition or modification which would adversely affect the setting should be allowed.*
- *The removal of elements which form part of the significance of the place is not acceptable unless it is the sole means of ensuring their security and preservation. Such items should be returned in the event that circumstances allow.*
- *Preservation is limited to the protection, maintenance and, where necessary, the stabilisation of the existing fabric but without the distortion of its significance.*
- *Restoration is appropriate only if there is sufficient evidence of an earlier state of the fabric and only if restoration enhances significance.*
- *Restoration should aim to respect the physical and documentary evidence only to the extent that conjecture begins.*
- *Restoration is limited to the reinstatement of displaced or missing components, or removal of accretions.*
- *The various historical eras of a place must be respected and careful consideration given to the question of significance in the interpretation of one era over another.*
- *Reconstruction is limited to the reproduction of fabric, the form of which is known from physical and/or documentary evidence. It should be identifiable on close inspection as being new work (if feasible, date stamped)*
- *Adaptation is acceptable where it does not substantially detract from significance.*
- *Existing fabric should be recorded before any intervention, adaptation or restoration is commenced.*
- *All records of repairs, maintenance, preservation and/or restoration should be placed in a permanent repository such as the museum archives and public library for public access in the present time and for the future management of the site.*

## 5 CONSERVATION POLICIES

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In addition to the general policy statements above, the following specific conservation policies have been formulated to guide the management, use, interpretation and maintenance of heritage fabric and heritage components that comprise part of the site of the Port Macquarie Museum. In addition, the policies address management for potential archaeological resources. Where additional information is necessary to inform appropriate management, additional notes have been included beneath the policy statement.

**Policy 1:** *The future conservation and any proposed development or redevelopment at the Port Macquarie Museum should be carried out in accordance with the principles of the latest edition of the Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (Burra Charter).*

**Policy 2:** *All work on the site should conform to the principles of the Burra Charter, should exemplify best practice in heritage conservation and management and should be carried out by suitably qualified and experienced specialists.*

**Policy 3:** *The grading of significance for heritage elements identified part 3.3 of this CMS (Significance Grading Diagrams) should form the basis for any conservation actions, future development or adaptation of building fabric for museum exhibition space. The individual*

rankings should be considered in conjunction with the rankings of adjacent areas or items. Care should be exercised with items of exceptional, high and moderate significance (refer to table below). The following policy statements may be supplemented by guidance for change on each component in the Tolerance for Change and Opportunities for Change tables in this CMS. They have been formulated to ensure that the integrity and overall significance of the building, space, element or feature are not compromised and that negative impacts are minimised.

<b>Grading</b>	<b>Policy Implications</b>
Exceptional	These spaces/elements/features are of Exceptional cultural significance and must be retained and conserved in their existing location and configuration unless otherwise mentioned in Section 5 of this CMP. There may be the opportunity for them to be adapted in accordance with detailed guidance and policies.
High	These spaces/elements/features play an important role in supporting the overall significance of the place. Surviving original fabric should be retained and respected unless otherwise mentioned in Section 5 of this CMP. Any changes should support, respect and preferably strengthen the significance of the place, particularly where they are part of or about spaces/elements/features of higher significance.
Moderate	These spaces/elements/features play a moderate role in supporting the overall significance of the place. They could be retained in situ, adapted or reconfigured unless otherwise mentioned in Section 5 of this CMP. Any changes should support and respect the significance of the place, particularly where they are part of or about spaces/elements/features of higher significance.
Little	These spaces/elements/features play a minor role in the overall significance of the place. They may be retained or substantially adapted unless otherwise mentioned in Section 5 of this CMP. These elements may be reconfigured or removed but without damaging or compromising fabric or configurations of higher significance.
Intrusive	These spaces/elements/features are considered intrusive. If the opportunity arises, they should be either removed or substantially altered to reduce their negative impacts in accordance with considerations in the Tolerance for Change and Opportunities for Change tables in this policy section.

**Policy 4:** The physical fabric, setting and meaning of the heritage components, together with its interpretation, should all be considered as component parts in the preservation, maintenance and enhancement of the site as a functioning museum.

**Policy 5:** Any change, including intrusive maintenance procedures, to any items of high and/or moderate significance should not proceed without prior reference to the Conservation Management Plan. If the Plan does not adequately address an issue, seek appropriate specialist heritage advice before proceeding with any work.

**Policy 6:** Notwithstanding the standard exemptions that apply under the s57(2) of the NSW Heritage Act to the Port Macquarie Museum, obtain all necessary statutory approvals to carry out works on the site, including development applications before proceeding with the works.

**Policy 7:** Planning for future works or installations at the site should avoid ground disturbance where possible.

**Policy 8:** In the event of any future excavation on the site that is likely to expose archaeological remnants, mitigation measures should comprise protection and management of any resources in accordance with the recommendations of the Conservation Assessment, the assessment of significance of the resources by a qualified and experienced archaeologist and within the Relics Provisions of the NSW Heritage Act 1977.

- Depending upon the nature and extent of proposed works, a Statement of Archaeological Impact and/or Statement of Heritage Impact may be required within the development application process to clarify the need, or otherwise, for a statutory permit under section 60 or exemption for a statutory permit under section 57 of the NSW Heritage Act 1977.

**Policy 9:** Any archaeological remains exposed as a result of approved ground works should ideally be conserved in-situ with the application of appropriate preservation measures and interpretation for public viewing. This work should be carried out by an appropriately qualified specialist.

**Policy 10:** *The more significant a concept, fabric, relationship, space or vista, the more care should be exercised in preparing proposals and undertaking work that may affect the place – the objective being to ensure that the work will not reduce, and will ideally reinforce, the identified significance.*

**Policy 11:** *Proposals for the use of the heritage building and associated components should recognise the importance of past and present uses of the place in determining what future uses and treatment will be compatible with the retention of reinforcement of its significance.*

**Policy 12:** *Proposals for development in the non-heritage precincts of the complex should carefully consider any impact upon heritage fabric, historical context, potential archaeological resources and heritage values. Such proposals should be subject to appropriate professional advice and review prior to approval.*

**Policy 13:** *The conservation management plan should be considered a living document, amended as required and reviewed on a regular basis, not exceeding a ten-year period, in order to take into consideration any new information or opportunity as it becomes available.*

**Policy 14:** *A program of conservation works dedicated to addressing the structural issues identified during the preparation of this plan should be developed (refer Section 2.19 and Table 5) and should include the tasks necessary to seek funding for such works and the carrying out of works by appropriate specialists. These works should include:*

- i. Assessment and structural upgrade of the first floor supporting framework;*
- ii. Assessment and upgrade of the roof structure;*
- iii. Assessment and upgrade of drainage and ventilation in rear courtyard;*
- iv. Assessment of rising damp and the application of any conservation measures required;*
- v. Assessment of corrosion caused by steel window and fireplace lintels, and the application of appropriate conservation measures if required; and*
- vi. A regular monitoring program of the building fabric, to be carried out by volunteers with appropriate training to assess when deterioration or escalation of an issue requires the input of a specialist.*

# GUIDANCE FOR CHANGE & DEVELOPMENT

## 6 TOLERANCE FOR CHANGE & OPPORTUNITIES FOR CHANGE

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### 6.1 INTRODUCTION

The Port Macquarie Museum contains elements and spaces of varying significance ranging from exceptional to little, all relative to the high significance of the place as a whole. These are shown on Significance Grading Diagrams in Section 3.3 of this CMS. The spaces/elements/features are graded in accordance with the role they play in supporting cultural significance, their degree of intactness and their ability to demonstrate significance.

A general policy relating to each of these levels of significance is given above in Policy 3.

Each element or space is made up of a number of component parts and these are articulated in the *Tolerance for Change* (TfC) tables.

'Tolerance for Change' is a recent assessment tool, developed to assist in the management of significant places and has been used in the CMP for the Sydney Opera House, 4<sup>th</sup> edition. It allows less tangible aspects of a particular component of a place to be understood and provides a more focussed and nuanced method of understanding how significance is embodied in that component and thus how change can be managed.

It is important to note that in relation to TfC, the terms 'element' and 'component' are assigned specific meanings in this report.

**Element** means a major part or space of the whole building or site, such as the Clarence Street elevation, or the collective spaces that comprise the First Floor level.

**Component** means a part of an element, such as the original entry doorway (a component of the Clarence Street elevation), or the Parlour (a component of the First Floor level).

The TfC table lists the component parts of each element, and identifies the tolerance for change for each particular component under four key attributes, considering the role each plays in supporting the significance of the larger element and the place as a whole:

**Form** – includes design, configuration, details, scale and character.

**Fabric** – includes physical material, contents, interior fitout and artefacts.

**Function** – includes current use, activities and practices (temporary or permanent).

**Location** – includes relationships between elements, physical and functional context, and views.

Tolerance is determined by the degree of change acceptable to that particular attribute without adverse impact on the significance of the element or the place as a whole. Tolerance is ranked from 1 to 3, 1 being lowest tolerance and consequently having least ability to change, and 3 being highest tolerance and thus having most ability to change. As a general rule, those attributes ranked 1 contribute most to the significance of the element. The higher the significance or lower the tolerance for change, the greater the level of care and consideration required in determining any decision or action which may affect it.

For example, the original entry door is part of the exceptionally significant Clarence Street elevation. However, while its original function and location are essential to the ongoing use of the building, (both ranked 1 under 'replaced door and window joinery' in the Store Building Exterior TfC table), its original form and fabric have been replaced, and are a relatively recent interpretation of an earlier configuration (both ranked 3 in the TfC table). Therefore, with additional research to confirm the original configuration, its form and fabric could be altered to better support and reflect the significance of the whole elevation, but with any changes, the original location must remain and the ability to retain the original function should not be lost.

Having understood the relative significance of each element or space and the degree of change that would be acceptable to their component parts in order to avoid adverse impacts, a number of potentially positive changes can be identified.

Following each of the TfC tables is a second table with a list of *Opportunities for Change* (OfC). These have been identified from known issues, particularly in relation to ensuring the long-term sustainable



use of the place while maintaining and respecting its cultural significance. Each opportunity should be considered as a potential means to strengthen and support this significance.

The TfC tables add guidance and detail for the implementation of the policies, but where there is a conflict, the individual policies take precedence over the TfC tables. The Policy is the 'yes' or 'no'; the TfC table gives the 'here's how' or 'how to manage or reduce impact'; and the OfC table identifies where further change could be explored.

The following Elements are addressed below:

- Context & Setting
- Store building Exterior
- Store building Interior
- Kitchen Annexe
- All other museum buildings

## 6.2 CONTEXT & SETTING

Tolerance for Change					
Element: Context & Setting	Tolerance for Change  1 = Low tolerance 2 = Moderate tolerance 3 = High tolerance				Further Considerations (To be read in conjunction with the relevant policy section)
Selected components:	Form	Fabric	Function	Location	
Open courtyards to east and south of the Store building	2	3	2	1	The open courtyards adjacent to the Store building should be preserved as open spaces, to allow the building to retain its legibility as a freestanding structure, and to ensure the external facades remain largely visible. The form and function of the spaces may be modified.
Landscape within site generally	3	3	3	3	The existing landscape is of little significance and may be modified.
Street tree – Norfolk Island Pine (replacement)	1	3	2	1	Although the existing Norfolk Island Pine is a replacement, it comprises a significant element of the streetscape. Historical photographs indicate they were planted around the turn of the 20 <sup>th</sup> century.
Other street trees	3	3	3	3	The newer Council street tree obstructs visibility of the Store building threatens the stability of the building footings. Roots have already been removed from the property immediately adjacent to the building.

Opportunities for Change	
Explore Opportunities	Comment
Investigate potential to use spaces adjoining the Store building to improve accessible entry sequence.	
Seek removal of newer Council street tree.	Advise Council of problems associated with the existing tree and encourage them to remove the tree. We note that root barriers are not feasible

	as they would change the water table and impact the building.
Necessary to improve drainage and reduce issues associated damp in Northern Courtyard.	Details for remediation provided in section 8.2 below.

### 6.3 STORE BUILDING EXTERIOR

Tolerance for Change					
Element: Store building exterior	Tolerance for Change  1 = Low tolerance 2 = Moderate tolerance 3 = High tolerance				Further Considerations (To be read in conjunction with the relevant policy section)
Significance ranking: Exceptional					
Selected components:	Form	Fabric	Function	Location	
North (street) façade	1	1	1	1	Configuration of openings should be retained unaltered, however joinery is not original and may be modified.  Maintain a degree of separation from surrounding infill development.
Signage on north façade	3	3	3	3	The existing signage (bronze lettering set into the wall using rawl plugs) may be modified, and the wall repaired.
East (side courtyard) facade	1	1	1	1	Façade of main Store building and kitchen chimney should be retained unaltered. (Refer to section 6.5 below for kitchen annexe wall)
South façade – ground floor (internal)	2	1	1	1	Parts of this wall have been modified relatively recently (steel beam strengthening in Foundation Room, door to Kitchen modified 2002),  Avoid further modifications unless reinstating original configuration.
South façade – first floor	2	1	1	1	Although significant, this façade is the least prominent from the street of all the external façades, so has the greatest tolerance for change if required.
Original window joinery (first floor window in south elevation)	1	1	1	1	Retain any original joinery components.
Replaced door and window joinery	3	3	1	1	Consider replacing recent door and window joinery with new joinery closer in detail to likely original detail.
West façade	1	1	1	1	First floor window infilled c1980s. Ground floor wall concealed by neighbour.
Roof	1	2	1	1	Roofing material was changed to corrugated galvanised steel sheet when 1880s extension constructed. Sheeting replaced 2016. Roofing material type should remain unchanged.

					Early timber shingles should remain in situ below corrugated galvanised steel roof sheeting. Any maintenance or structural works carried out on the roof structure should carefully consider the way in which the timber shingles may be impacted.
Roof guttering and rainwater goods	2	3	1	1	Retain general configuration of gutters and rainwater goods. Half round gutters and round downpipes preferred.

Opportunities for Change					
Explore Opportunities				Comment	
Consider reinstating southern door to kitchen in original location, if stair configuration is modified, and infilling 2002 opening.					
Consider replacing recent door and window joinery with new joinery closer in detail to likely original detail.					
Consider opening up original first floor window in western façade, noting fire separation requirements would need to be addressed.					
Consider fitting an overflow spout into the face of the rainwater heads to alert building owners to any downpipe blockages, and modifying the base of the downpipes to include a shoe finishing above a grated drain.					

## 6.4 STORE BUILDING INTERIOR

Tolerance for Change					
Element: Store building interior	Tolerance for Change  1 = Low tolerance 2 = Moderate tolerance 3 = High tolerance				Further Considerations (To be read in conjunction with the relevant policy section)
Significance ranking: High - Exceptional					
Selected components:	Form	Fabric	Function	Location	
GF: Foundation Room (space)	1		1	1	Refer to ‘Walls – ground floor and first floor’ below
GF: Entrance/Reception (space)	1		2	1	This space could be used for general exhibition and not necessarily the entrance/reception.
FF: Parlour, Dining Room, Bedroom, Nursery (spaces)	1		1	1	
Flooring – ground floor	2	3	1	2	Foundation Room floor level has been raised. Entry/Reception floor – Carpet over T&G boards. Carpet may be removed.

					Avoid disturbance to subfloor deposits which may contain archaeological relics.
Flooring – first floor	1	1	1	1	Retain unaltered as much as possible, as flooring contains evidence of earlier stair location and floor finishes.
Skirtings – ground floor	3	3	1	1	Skirtings are recent and may be replaced.
Skirtings – first floor	1	1	1	1	Retain unaltered as much as possible. The junction between the angled and flush/vertical skirting (above phase 1 and 2 construction) should remain intact, as this is important evidence in the building's evolution.
Walls – ground floor and first floor	1	1	1	1	Remove wall linings. Where possible, expose wall fabric/finishes and evidence of the evolution and use of the space. Wallpaper below linings is c1960s and may be removed. Avoid changes to walls themselves. New openings in walls should be carefully considered so impact is minimised.
Original door and window joinery (internal doors, first floor window in south elevation)	1	1	1	1	Retain any original joinery components.
Replaced door and window joinery	3	3	1	1	Consider replacing recent door and window joinery with new joinery closer in detail to likely original detail.
Ceilings	1	1	1	1	Retain unaltered as much as possible. Retain evidence of construction sequence (cut line in Bedroom ceiling).
Stair	3	3	1	2	The present stair is the third iteration of the internal stair within the building.
Fireplace – Entry /Reception	3	3	1	1	Chimney piece installed 1958/59.
Fireplace – First Floor Parlour	3	3	1	1	Chimney piece installed 1958/59.

Opportunities for Change	
Explore Opportunities	Comment
Explore potential to reconfigure levels of ground floor to eliminate/ minimise changes in level.	Review levels of existing thresholds. Floor structure could utilise in-line steel bearers and timber joists, so the overall depth is reduced.
Consider installing a viewing window in the Foundation Room floor with lighting in the floor void so the original compacted earth floor is visible.	
Explore relocating/reconfiguring existing stair to reinstate original door in southern wall, so new opening can be infilled, and floor structure repaired.	If reconstructing the original 1880s stair, it could be a form of interpretation, noting it would not be compliant with current building standards. Alternatively, the original stair could be interpreted on the wall.
Opportunity to interpret the evolution of the building, particularly the canvas ceiling and partitions in the first floor spaces.	Potential to use Virtual Reality as a method of interpretation.



## 6.5 KITCHEN ANNEXE

Tolerance for Change					
Element: Kitchen Annexe	Tolerance for Change  1 = Low tolerance 2 = Moderate tolerance 3 = High tolerance				Further Considerations (To be read in conjunction with the relevant policy section)
Significance ranking: Little - Exceptional					
Selected components:	Form	Fabric	Function	Location	
Kitchen – brick fireplace and chimney	1	1	1	1	1880s. Retain unaltered
Kitchen annexe – east facade	1	3	1	1	Brick infill is 1960s replacement of 1880s weatherboard and may be replaced.
Internal spaces – Kitchen and Heritage Gallery	2	3	2	1	Footprint of space reflects original weatherboard annexe, so should be retained. Fabric is not significant, with the exception of the chimney. Preferable to retain Kitchen as an interpretation of the 1880s kitchen.
Flooring					1960s. Avoid disturbance to the subfloor context to avoid destruction of any archaeological resources.

Opportunities for Change	
Explore Opportunities	Comment
Consider replacing eastern wall of kitchen annexe with weatherboard, or possibly painting a different colour.	This wall was originally timber framed, and was replaced with brick in the 1960s. This makes it appear contemporary with the 1880s brick wall and kitchen chimney, confusing the legibility of the building's evolution.

## 6.6 ALL OTHER MUSEUM BUILDINGS

Tolerance for Change				
Element: All other museum buildings	Tolerance for Change  1 = Low tolerance 2 = Moderate tolerance 3 = High tolerance			Further Considerations (To be read in conjunction with the relevant policy section)
Significance ranking: Little				
Selected components:	Form	Fabric	Function	

Underground Cistern	1	1	1	1	Decorative brickwork and timber flooring is c1970s and may be modified. Original section should be retained unaltered.
All other buildings on the site	3	3	3	3	Respect and support the Store building and its functionality.

Opportunities for Change	
Explore Opportunities	Comment
Future development	<p>Future additions must be restricted to the rear of the site within the footprint of the c1960 and c1970 extensions, thereby avoiding immediate impact upon the heritage building and /or upon the heritage values of the site. (2018 CMP part 5.2).</p> <p>Any future development should carefully consider any impact to heritage fabric, historical context, potential archaeological resources and heritage values.</p>
Opportunity for solar panels	Solar panels should be installed on the southern (modern) buildings rather than the Store building.

## 7 FUTURE DEVELOPMENT

### 7.1 IMPROVEMENT TO ACCESS

Accessibility has been identified as one of the primary limitations of the existing Museum site.

Access to the first floor of both the Store building as well as the back-of-house Museum spaces are presently only able to be reached by stairs. Furthermore, the stair in the 1880s section of the Store building may not comply with current building codes, however to achieve full compliance may result in unacceptable heritage impacts.

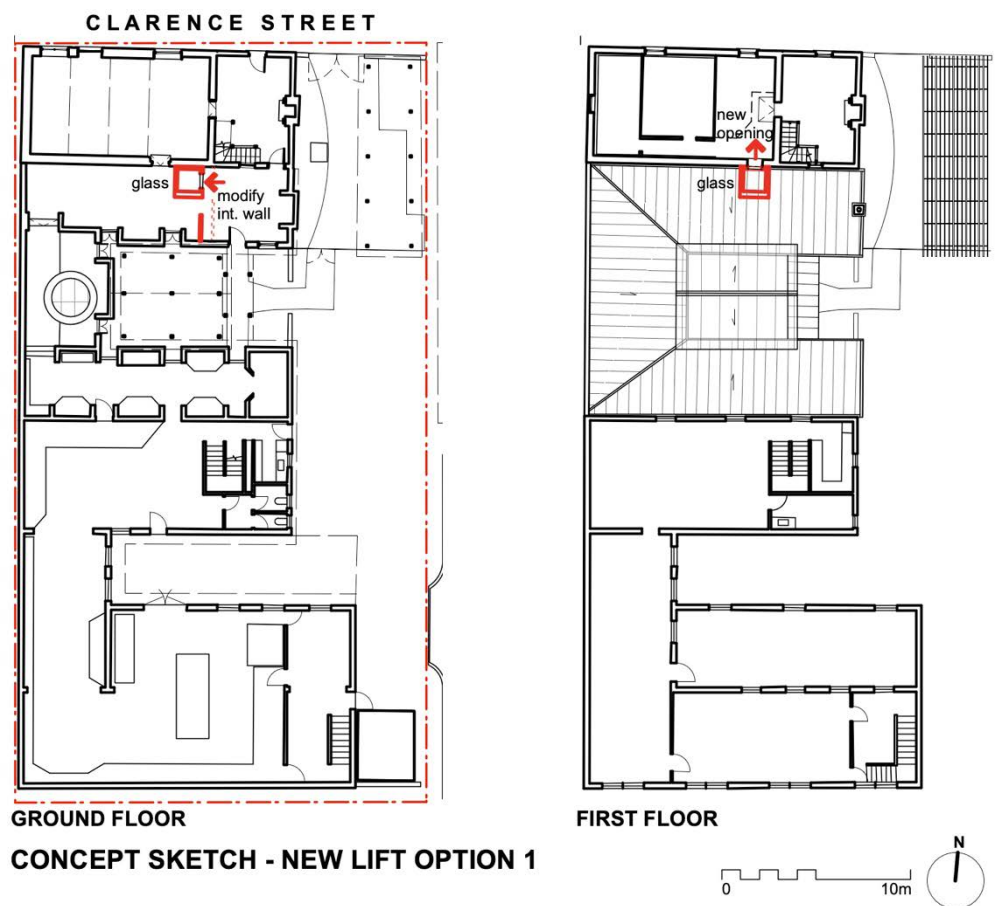
There are various changes in height across the ground floor level of the buildings and courtyards. Noting that the floor of the Store building has been raised, there is an opportunity to rationalise the ground floor level/s and interpret earlier levels. Any works to the ground floor should take the flood risk into consideration and explore options to improve subfloor ventilation.

#### PROPOSED REMEDIATION

Installation of a new lift would provide access to the first floor of the Store building and ideally also the newer buildings to the south. The following concept sketches explore some potential options:

##### Option 1

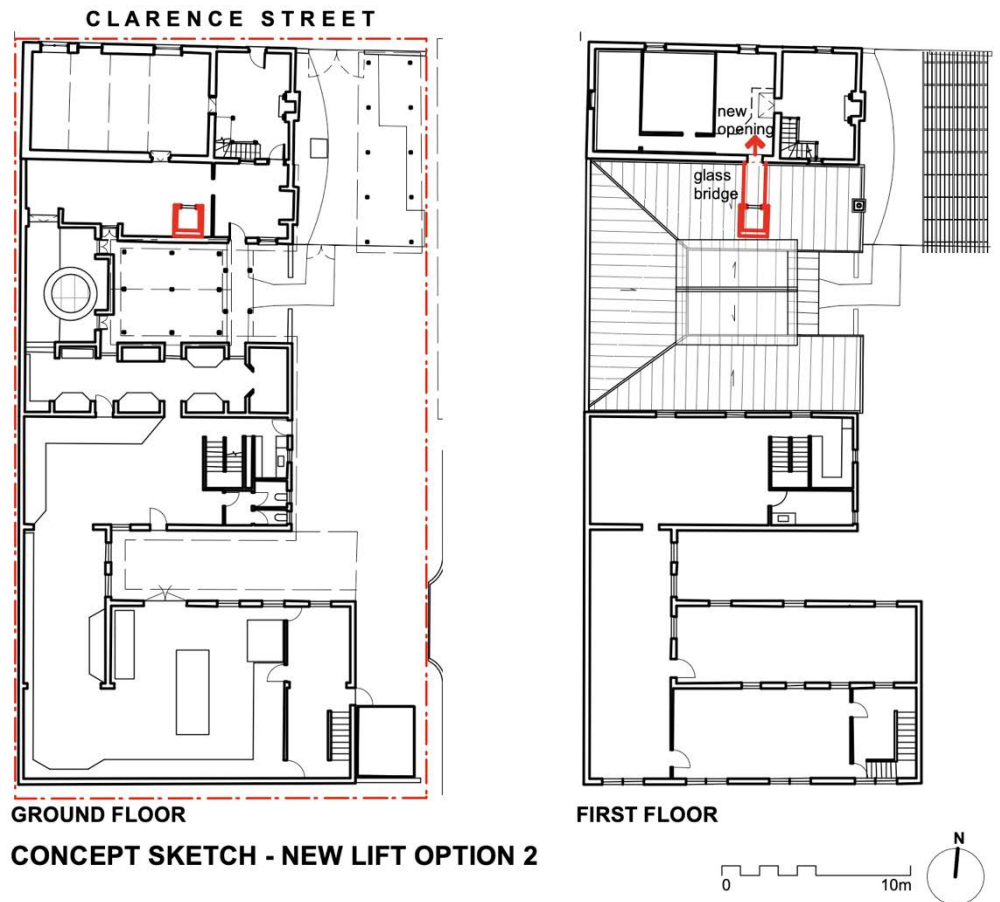
New glazed lift adjacent to and outside south wall, with new opening through wall at first floor.



- Positives:
  - Acceptable impact on the Store building, as visibility of the centre of the southern side of the building from the street is limited.
- Negatives:
  - Provides access to the Store building only.
  - New opening through phase 3 wall.

## Option 2

Similar to Option 1 but lift shaft is separated from the Store building, and connected with a glazed bridge.

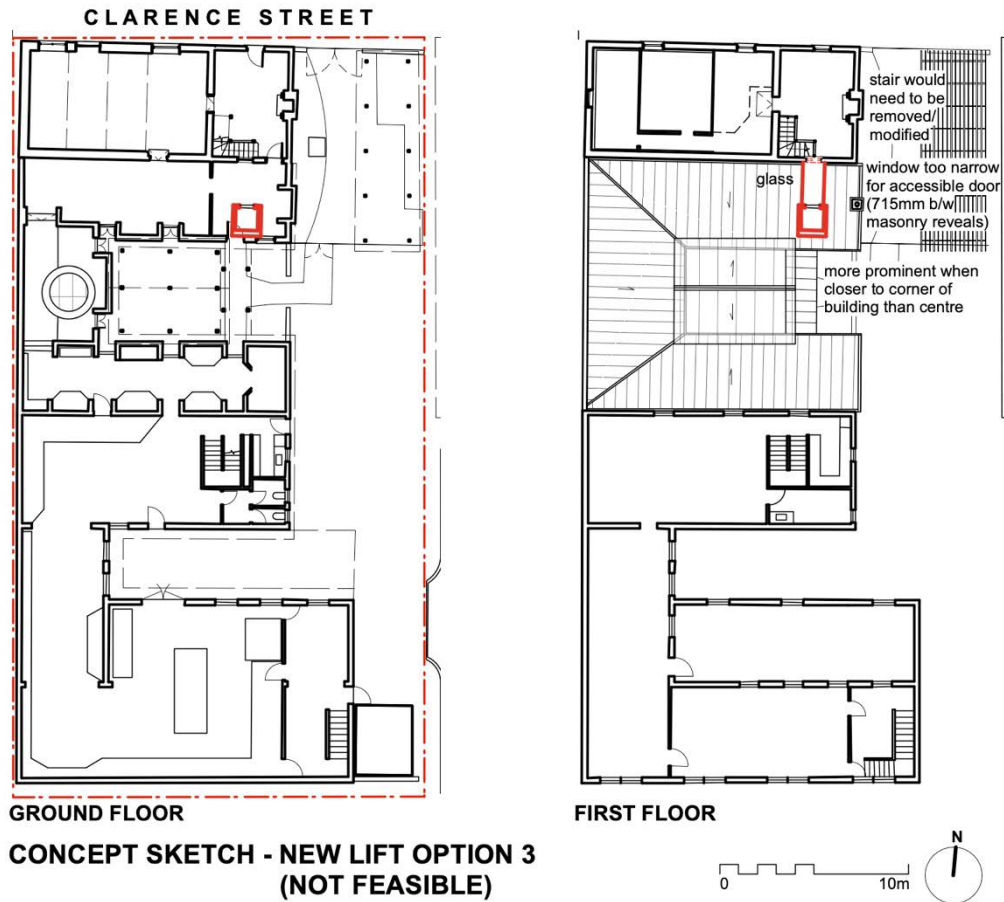


- Positives:
  - Less visual impact on the Store building, by maintaining some buffer space.
- Negatives:
  - Provides access to the Store building only.
  - New opening through phase 3 wall.



### Option 3 – not feasible

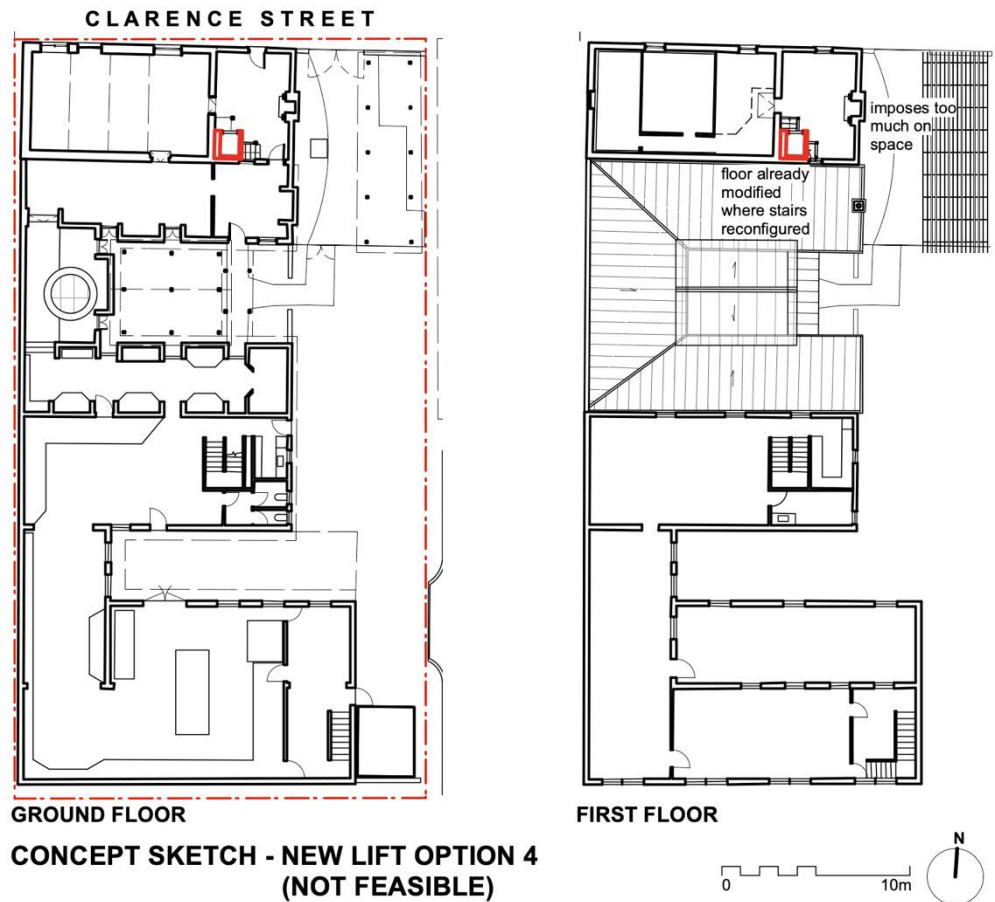
Not feasible. Similar to Option 2, but connecting to the first floor of the Store building by modifying the existing window.



- Positives:
  - Avoids new opening in phase 3 wall.
- Negatives:
  - Not feasible as the first floor window is too narrow to accommodate an accessible door (presently 715mm between external masonry reveals).
  - The stair would need to be modified/removed.
  - The lift is more prominent than Options 1 and 2 as it is closer to the corner of the building than the centre.

#### Option 4 – not feasible

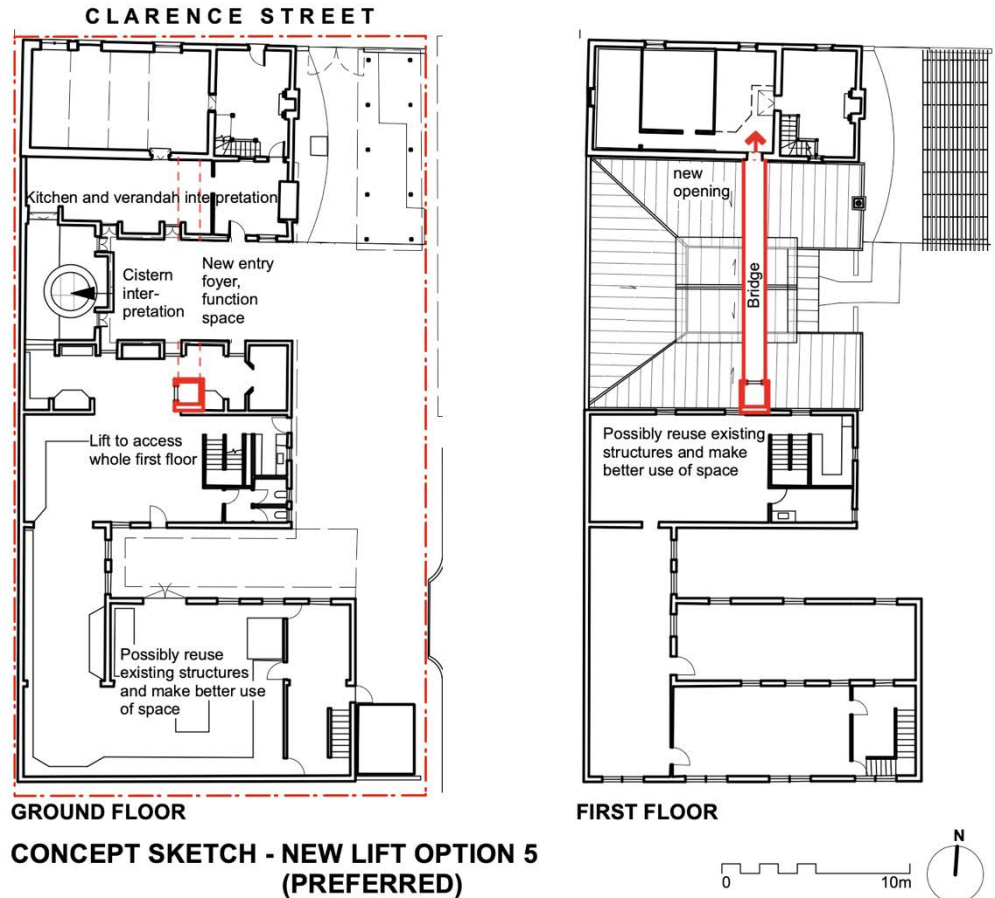
New lift inside Store building.



- Positives:
  - No visual impact externally.
  - Floor has already been modified where lift is indicated so additional impact on fabric would be minimal.
- Negatives:
  - Imposes too much on the use, amenity and quality of the Entry/Reception and Parlour spaces due to their proportions and small size.

### Option 5 – preferred

New lift in the 1960s building, with lightweight bridge connecting to Store building.



- Positives:
  - Provides access to first floor of both Store building and back-of-house spaces.
  - Potential to reuse existing structures and make better use of space.
  - Minimal visual impact, as lift is internal at ground level while exposed at upper level, and bridge can be glazed.
  - Minimal physical impact, as lift is proposed in building of little significance.
  - A lift in this location is less restricted in size and could accommodate additional functions and potentially better comply with codes.
- Negatives:
  - New opening through phase 3 wall.

### Conclusion on lift options:

- All options require removal of some fabric to the Store building at first floor level. If the opening is in the location shown, it has no impact at all on the earliest phases of this building.
- The benefit of a new lift, particularly as shown in Option 5, will substantially improve accessibility to the upper levels, including museum display areas.
- Option 5 also improves amenity and museum experience for both staff and the public.
- Option 5 is the preferred and recommended option, with some limited adverse impacts on early fabric, but substantial benefits to the museum operation and accessibility.

## 7.2 GUIDELINES FOR FUTURE DEVELOPMENT

The key issues for the sustainable future of Port Macquarie Museum are space and access. A large scale redevelopment has previously been explored, but in consideration of the economic and operational realities, this is no longer considered viable.

Instead, the preferred strategy is to make use of the existing buildings, and improving operational issues such as access and rationalisation of spaces.

In conjunction with the above Conservation Policies, Tolerance for Change tables and Opportunities for Change tables, the following broad principles should also be applied when considering any future development:

- Evolution and story of the Store building, attached kitchen, and cistern could be better interpreted.
- Any changes should highlight the integrity and evolution of these early elements, and improve their visual context, understanding and interpretation.
- Structures to the south could be retained and modified to improve amenity, function and display; or replaced, depending on the available resources and the quality and amenity of outcome achieved.



# PRIORITY WORKS & MAINTENANCE

## 8 PRIORITY WORKS

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The following Outline Schedule of Works are

### 8.1 STRUCTURAL REPAIRS & FRONT OF STORE BUILDING

#### FOUNDATION ROOM

- Remove/relocate exhibition items from the space – to be carried out by Port Macquarie Museum.
- Carefully remove added wall linings to expose the original walls.
- Carefully remove added window linings and window displays from the two large shopfront windows, as part of the above strip-out. Allow to investigate masonry walls concealed by linings. Allow to leave walls unlined, and to construct new window displays to future detail.
- Allow for minor repairs to walls if required.
- Re-paint previously painted walls.

#### ENTRY/RECEPTION ROOM

- Carefully remove added wall linings. This needs to be carried out in any case, as part of the floor strengthening works described below. It may also expose some archaeology in the walls, which would supplement our understanding of the building's evolution, and could be left exposed for public engagement.
- Carefully remove carpet and smooth-edge grips, noting the floorboards are original. Construct new ramp to existing configuration/gradient in solid timber, scribed to meet existing floor levels.
- Insert new steel/timber beam below existing first floor timber joists, in indicative location as shown, to reduce the span (and thus bounce) of the existing joists and provide additional support for the stair. We note the Entry/Reception Room ceiling linings and the flooring above are original, and are to be retained in situ, only removing the minimum to install the beam. The deflection in the joists may be able to be corrected slightly, but we do not believe it will be realistic to lift them such that the first floor FFL will be flat/level. Detail of new beam to be coordinated with structural engineer.
- Allow to modify top riser of stairs if required.
- Allow to re-route services where exposed by removal of linings, and relocate control box to future detail.
- Allow for oil finish to existing floorboards – to be confirmed after carpet is removed.
- Allow to repair walls affected by removed linings and installation of new beam.
- Re-paint previously painted walls.
- Retain existing stair at this stage even though it is not compliant with the current Building Code of Australia, as a new lift is proposed to be installed in a subsequent stage.

#### SCOPE FOR STRUCTURAL ENGINEER

- Provide design and documentation for strengthening of first floor structure, including coordination of details with architect.
- Allow for one site inspection with the architect prior to design/documentation, and for site inspections during construction as typically required to obtain Occupation Certificate.
- Review and update Dilapidation Survey and Structural Report prepared by Dale Carr dated 2019 to inform future works.

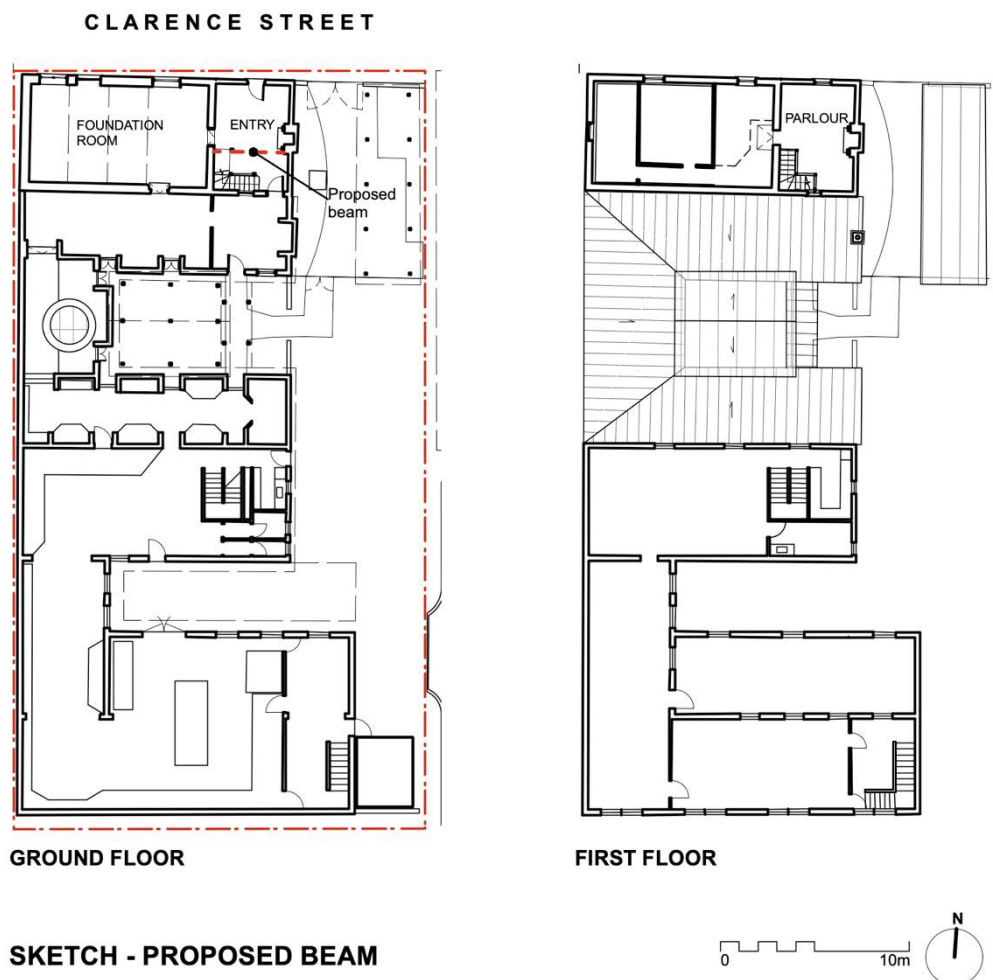


Fig. 61: Sketch showing proposed location of beam.

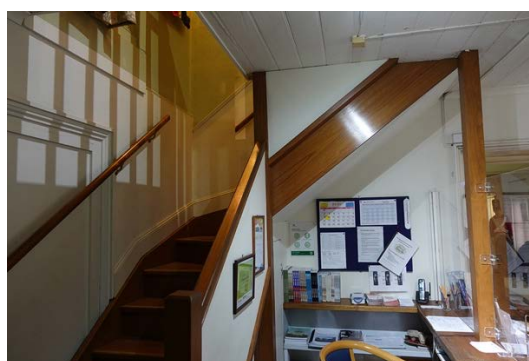


Fig. 62: Existing stair in entry/reception area, constructed in 2002. New beam proposed to abut timber post at right of frame. (Source: Design 5, 2024).

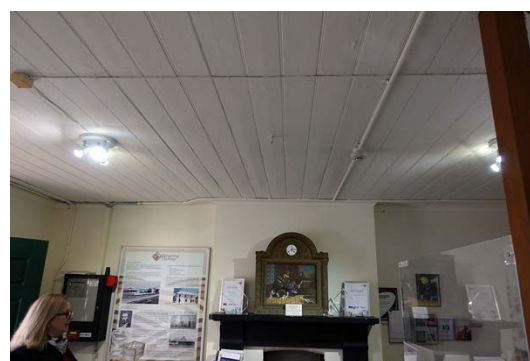


Fig. 63: Looking east in the entry/reception area. New beam proposed to abut chimney breast. (Source: Design 5, 2024).



Fig. 64: Existing stair rising up to first floor Parlour, noting deflection in floor level. (Source: Design 5, 2024).

### ADDITIONAL STRUCTURAL REPAIRS

The structural engineering report prepared by Dale Carr in 2019 identifies several structural inadequacies in the Store building. We have proposed to address the first floor structure as part of the priority works described above, and set out recommendations to address the remaining items below.

- Suggest carrying out a detailed inspection of the façade and potential causes of the delaminating brickwork on the street façade to determine potential repairs.
- Consider stitching delaminated brickwork together on street façade with Helifix bars (e.g. alternating skewed angle at nom. 600mm centres), and grout filling voids inside the wall if any are present.
- Consider tying front façade to first floor structure to provide lateral restraint.
- The brick pier resulting from the 1880s insertion of the window to the west of the original entry door is very narrow, considering it is supporting the first floor masonry as well as an added support beam within the first floor structure. Following closer investigations, consider adding an engaged pier or new post to support the beam as well as the northern façade.
- Remove external boards over shopfront window heads and inspect condition of timber lintels, as these may require replacement. Consider Helifix bar stabilisation within bed joints over these window openings.
- Inspect steel lintels for corrosion and treat as required.
- Details to be coordinated with structural engineer and architect.

## 8.2 MITIGATING FLOOD RISK

The Northern Courtyard is bounded by the 1960s buildings on three sides and a raised concrete walkway. The current floor surface is brick pavers which have been loosely laid over a concrete slab, finishing lower than the adjacent walkway and floor levels by approximately 100mm.

Despite being roofed over in 2009, the area is subject to wind-driven rain and overflowing gutters. There is a drainage point through the raised walkway, however this is not effective in discharging the collected water, possibly exacerbated by the existence of the slab beneath the paving effectively creating a 'pond', placing the adjacent buildings at risk of internal flooding and rising damp. The bricks and pavers are covered by mossy growth, particularly near the walls, which is addressed in the Maintenance Plan above.



Fig. 65: North Courtyard flooded after hail storm in April 2024. (Source: Port Macquarie Museum).



Fig. 66: North Courtyard flooded after hail storm in April 2024. (Source: Port Macquarie Museum).



Fig. 67: Looking westwards towards North Courtyard. (Source: Design 5, 2025).

## PROPOSED REMEDIATION

- Lift brick pavers and remove the concrete slab beneath to reduce the presence of rising damp in the walls and potentially improve drainage. Sub-surface ag line drainage damp should be installed around the perimeter, discharging to the stormwater pit and away from the building. The brick pavers could be reinstated on sand over natural ground, but drainage away from the walls should be the first priority.
- Provide an additional downpipe on the northern side of the courtyard, discharging to the east (matching the added downpipe on the southern side).
- Consider increasing the size of the 2no. existing downpipes which currently discharge rainwater from the perimeter of the courtyard.
- Modify the base of the 2no. downpipes to include a gap at the base (to allow leaves/debris to be cleared out), with an angled 'shoe' to direct water away from the wall. Provide a grated drain at ground level to collect water from downpipes.
- Consider doubling the capacity of the stormwater pipe running from the stormwater pit to the street, noting this would require lifting pavers and cutting through concrete.



## 9 MAINTENANCE SCHEDULE

A suggested ongoing maintenance program is provided in the table below, based on the existing reports (2018 CMP Inventory sheets and Table 5 (Structural Assessment), and Dale Carr's 2022 structural report) as well as recent site inspections.

The following table has been drafted primarily to address the Store building and immediate surrounds, but could be applied to the whole site.

Note: Ideally, where regular 'inspections' are noted, it is preferable that these are carried with a consistent methodology and ideally by people who have undertaken previous inspections of this building. Inspections and any work carried out should be documented with photographs and any necessary notes or descriptions, filed with the date of inspection. Where tradespeople are required, use experienced specialist trades with heritage experience and if possible also seek advice from a heritage consultant to specify the works.

Element	Condition	Recommended Maintenance	Frequency
Streetscape & Neighbours	The street contains some potential hazards to the Museum building such as water and electrical services, street trees, sources of fire or vandalism.	Observe any changes to the street conditions including tree management (necessary pruning), works to nearby services (water mains, stormwater, electrical etc.), flammable or loose items left on the street.	Inspections on a quarterly basis. Observations may also arise during daily management. Any issues should be reported to Museum management.
Rising Damp	No obvious signs of rising damp in the main building areas as of early December 2024. Rising damp has previously been identified in the Kitchen area and a damp course was installed in the kitchen fireplace in 2008.	Regular monitoring for signs of rising damp such as discolouration and staining of internal masonry. If required, engage a specialist to assess and treat.	Monthly inspections
External face of masonry walls	There is evidence of some deterioration in the brickwork due to early additions, modifications made to the openings and the introduction of the steel beams supporting the first floor. Existing masonry walls are assumed to be 1800s construction and therefore of lime-based mortar.	Regularly monitor masonry including previous masonry repairs for any signs of change or deterioration, including cracking or bowing of the wall. Any masonry repairs to use sand lime mortar to ensure compatibility with existing. Consult a specialist regarding any repairs.	Monthly inspection of masonry condition.
Internal face of masonry walls	Good condition, with some brick dust recently evident which may indicate movement between upper floor structure and masonry walls.	Observe any damage to plaster or paintwork. Monitor internal masonry for rising damp and for accumulation of brick dust indicating erosion of masonry from first floor movement.	Once every 6 months
Painting	Good condition.	Inspect condition. Check it is still protecting the building and collection. Painting should be kept in a condition where it can protect the building (i.e. weathertight).	Once every 6 months
Steel Lintels (over windows and kitchen fireplace)	Flat steel bar lintels in northern façade show possible signs of corrosion	Inspect and document extent of corrosion and any deterioration of the surrounding masonry condition.	Monthly inspections



Door sills	Some natural weathering has occurred to the two doorway sills on the north façade.	Oil door sills with linseed oil at 6-month intervals. Preserve the character of the existing sills.	Once every 6 months
Floorboards (Ground and First floor)	Good condition.	Oil finish to all exposed floorboards. Two coats of natural Tung Oil approved by the architect and rubbed back between coats.	Every 2 years
Ground Floor timber floor structure and subfloor area.	The most recent engineers report by Dale Carr in 2019 found the live loading to capacity to be 7.26kPa and therefore adequate. Some signs of the original packed earth floor evident in subfloor.	Avoid disturbance to sub-floor ground surface, which may contain archaeological relics and historical evidence. Ensure good subfloor ventilation system (electric fan) is maintained. Inspect subfloor area for signs of dampness.	Once every 6 months
First Floor timber floor structure	There is a large degree of spring in the floor of the eastern room (Parlour). Some joists appear to be overloaded, possibly due to stair modifications.	Monitor the floor for any obvious signs of structural deterioration. This may appear as cracking or deformation of the floorboards. Avoid any significant live loads on the First Floor.	Monthly.
First Floor timber partition walls	Possibility of some signs of pest damage to materials such as borer holes – may be prior to use (borer damage to tree).	Regular inspections for deterioration and presence of pests. Look for signs of termites in timber components, and other insect pests in wallpaper. Ensure wallpaper is not being damaged by direct sunlight.	Once every 6 months
Timber joinery components	Includes door and window frames and components throughout the building	Maintain timber components with regular inspections for deterioration and presence of pests (termites).	Once every 6 months
Roofing	New corrugated iron sheeting installed in 2016. Timber shingles remain in place beneath new sheeting with the exception of the eastern-most extension.	Monitor and maintain condition of the timber framework and timber shingles through visual inspection on a regular yearly basis. Any maintenance carried out on the roof structure should carefully consider the way in which the timber shingles may be impacted.	Annual inspection
Northern courtyard paving and drainage.	Dark and damp area where drainage appears to be poor and brick pavers exhibit mossy growth. There are obvious signs of water retention and that may raise potential conservation issues for the footings of the heritage building.	Ensure that garden beds and/or potted plants are kept away from the base of the heritage building. Maintain functioning of rainwater drainage system including fixing leaks, blockages and maintaining gutter falls. Apply biocide to manage moss growth. Spray to kill moss, clean off debris, repeat with second spray to prevent moss regrowth.	Biocide spray treatment once per year or as required. 6 monthly inspections of rainwater drainage system (observe during heavy rain).
Forest Courtyard (adjacent to east façade)	Recently built space that removed the existing tree roots and enabled documentation of the tree root intrusion along the eastern	Regular inspections for any dilapidation or unusual changes in condition. May	Once every 6 months

	footings of the heritage building.	include drainage issues, damp, damage through use etc.	
Open garden area	Well presented and well maintained.	Regular inspections for any damage through use or maintenance.	Once every 6 months
Landscaping generally	Well maintained.	Maintain in a way that respects the setting and use, and does not put the buildings at risk (no build-up of garden beds, plantings etc., keep walls dry)	Once every 6 months

# CONSERVATION GUIDELINES FOR IMPLEMENTATION OF WORK

The following table is intended to provide preliminary general guidance when considering changes to the Museum site, however any proposed works should be developed with the Heritage Architect before proceeding.

Issue	Guideline
New or enlarged openings	<ul style="list-style-type: none"> <li>• New openings for doorways etc., should where possible use existing openings and should avoid making them wider or higher unless necessary. Lowering the sill of a window to the floor level in order to accommodate a door would be acceptable in the late 20<sup>th</sup> century additions to the south.</li> </ul>
New structures & excavations	<ul style="list-style-type: none"> <li>• New structures should in principle be independent of existing structures where possible and not rely on them for support.</li> <li>• New structures should be supported well clear of any footings or related archaeology.</li> <li>• New structures should be appropriately set back or designed in such a way to allow significant early fabric to be appreciated.</li> <li>• New structures should not be designed in such a way that could be mistaken for or confused with early structures.</li> <li>• Where new underground services or structures are proposed close to early buildings or tunnelling is required under them, this work must be carefully considered and designed to minimise potential damage, vibration or structural defects to those buildings. Early buildings should be constantly monitored during the works and at any sign of movement or failure, works are to stop until the cause and consequences of it are understood and addressed.</li> </ul>
Roofing open spaces	<ul style="list-style-type: none"> <li>• New roof structures should be supported independently of the early buildings.</li> <li>• Support for new structures at ground level should be located away from early buildings and archaeology of removed buildings to avoid as much as reasonably possible, any potential damage to early structures.</li> <li>• New roofs should be appropriately designed and not be cluttered with superfluous services such as bulky mechanical and ventilation ducts, hydraulic services etc. Where services are necessary, they should only be placed over the 20<sup>th</sup> century structures, and be appropriately screened to minimise their visual impact.</li> <li>• New roofs must not create situations that could potentially present a risk to early buildings. This includes avoiding the use of box gutters, eaves gutters or downpipes in locations that if blocked or damaged, would potentially cause damage to existing buildings.</li> </ul>
Connections to existing fabric	<ul style="list-style-type: none"> <li>• Where new structures need to connect with early fabric, use of reversible fixing methods should be used.</li> <li>• Connection of building elements (structural or otherwise) should respect the nature of existing fabric and not damage or alter it.</li> <li>• As a general principal, all new connections to existing fabric should be reversible. This principle also applies to the use of fixings where new connections (structural or otherwise) are to be done using bolts. These must be able to be removed without damage to the element it is fixing to. In regard to masonry, this can be achieved by embedding a threaded stainless steel sleeve below the face of the masonry and new bolts screwed into the sleeve. This allows for later removal of the bolt and cover of the hole while the sleeve remains in place.</li> </ul>

	<ul style="list-style-type: none"> <li>• Where a new element (such as a new wall or other structure) abuts an existing wall, the new elements should be scribed to suit the possible undulating and uneven nature of the existing wall. Never cut back the early fabric to accommodate the new.</li> <li>• Any introduced materials should not put at risk the early fabric.</li> <li>• All new materials must be compatible with the existing to prevent corrosion, erosion or cracking.</li> <li>• As a general rule, the added material, (glue or mortar), should be weaker than the material it is fixed to.</li> <li>• The use of double sided adhesive tape to fix conduits or ducting, may be appropriate and acceptable in some instances but should be checked with the Heritage Architect first.</li> </ul>
Removed fabric & elements	<ul style="list-style-type: none"> <li>• Where early fabric is to be removed, evidence of its location and removal should be incorporated in the design.</li> <li>• Early fabric should be fully recorded including measured drawings and archival photography, before any changes occur.</li> <li>• If the removed fabric is from the early structures, and is a stand-alone element, such as brickwork or a window removed to incorporate an opening, the removed elements should be labelled and kept securely and safely on site for possible later re-installation or interpretation.</li> </ul>
Mechanical services	<ul style="list-style-type: none"> <li>• Mechanical services should be avoided in the early structures due to their potential negative impacts on building fabric and spaces.</li> <li>• The introduction of conditioned air into existing or older buildings could alter the environmental conditions of their spaces which can potentially present long-term risks to the fabric. These risks are associated with new humidity levels differing to normal conditions which can result in irreversible damage to fabric including drying out (cracking or splitting, particularly of joinery) or concealed fabric becoming too moist (rot). Early masonry is particularly vulnerable and may turn to powder when dried out if already affected by salts or other contaminants. These issues must be carefully considered and addressed during design development so that any possible risks are identified and addressed. Any undue risks should be avoided.</li> <li>• Mechanical services in 20<sup>th</sup> century or later structures should be located in such a way that will not diminish the quality, amenity and significance of internal spaces.</li> <li>• The location and reticulation of services inside existing buildings will require careful consideration. They should not obscure or disfigure significant elements or details including elements that tell a story of the buildings history or earlier configurations.</li> </ul>
Electrical, telecommunications & data services	<ul style="list-style-type: none"> <li>• Chasing of plaster or masonry is not acceptable in the early structures.</li> <li>• As a general principle, all new electrical services should be reversible and removable or replaceable without the need for additional fixings.</li> <li>• Depending on the buildings and their significance, new electrical services along walls should not be chased into masonry. All services should be located within conduits, preferably within existing cavities and minimally fixed to existing fabric.</li> <li>• Fixing of new services and plant should not cause undue impact to the building fabric (refer to earlier section regarding connections to existing fabric).</li> <li>• The use of double sided adhesive tape to fix conduits or ducting, may be appropriate and acceptable in some instances.</li> <li>• Electrical and other services should be located and reticulated so that wherever possible, they are not easily visible and do not detract from the significant fabric or the space.</li> </ul>
Hydraulic services	<ul style="list-style-type: none"> <li>• Wet areas must not be located or installed within or immediately adjacent to the early structures.</li> </ul>

	<ul style="list-style-type: none"> <li>Hydraulic and fire services should be located and reticulated so that wherever possible, they are not easily visible and do not detract from the significant fabric or the space.</li> <li>Hydraulic services should not be placed where they could present risk to existing significant fabric, especially timber and early masonry. Any possibility of introducing a damp environment conducive to fungal or pest attack via a leaking pipe or fractured waterproof membrane must be avoided. Where this is unavoidable, adequate inspection and repair points are to be provided to minimise any opening up at future date.</li> <li>Fixing of new services and plant should not cause undue impact to the building fabric (refer to earlier section regarding connections to existing fabric).</li> </ul>
Materials	<ul style="list-style-type: none"> <li>Many of the materials used in the construction of the Store building are materials and methods that are no longer widely used or practiced in modern construction. Unlike modern materials, many of the materials used have behaviours and characteristics that are sensitive to changing environments and conditions. They may also react negatively or could be damaged or destroyed if they are unsympathetically treated with modern applications such as paints, solvents glues and sealants. The documentation for any work proposed to any existing significant fabric must be prepared by appropriately qualified professionals, trained and experienced in working with traditional materials. Similarly, the contractors undertaking works to early buildings should be experienced in this class of work.</li> <li>Any introduced materials should not put at risk early fabric, and must be compatible.</li> <li>Refer to earlier section on Mechanical services in regard to impact of conditioned air on existing fabric.</li> </ul>
Fitout	<ul style="list-style-type: none"> <li>Within the early buildings, all fitout elements should where possible stand free of walls, posts and other significant or early elements.</li> <li>All partitions and fitout should finish well clear of ceilings and read as 'furniture' elements, unless required for compliance such as smoke separation.</li> <li>Where such compliance is required, partitions should be preferably transparent and abut existing timber or masonry surfaces with pressure seals and minimal fixings.</li> </ul>



# APPENDICES

## A APPENDIX A: BRICKWORK DETAILS

Construction phase	Wall thickness (incl. internal render)	Location:	Brick rod (10 courses)	Brick length	Brick width/ thickness	Brick height	Brick bond
1 (Pre-1830)	480mm	A North elevation, ground floor	745mm	225-235mm (average 235mm)	105-110mm (average 110mm)	62-65mm	Flemish bond
		B South elevation, ground floor, lowest 10 courses (above FFL)	740mm				
		C South elevation, ground floor, above 10 courses	750mm				English bond
2 c1836	365mm	D North elevation, ground floor	745mm	230-235mm (average 230mm)	100-105mm (average 105mm)		Flemish bond
		E South elevation, ground floor, lowest 10 courses (above FFL)	740mm		105-110mm (110mm average)		
		F South elevation, ground floor, above 10 courses	755mm		English bond		
3 c1843	365mm	G North elevation, first floor	770-780mm	210-230mm	105mm	65mm	Flemish bond
		H West elevation, first floor		210-245mm (240mm average)	110-115mm (110-112mm avg.)	65-70mm (67mm average)	English bond
		I South elevation, first floor					
4 c1881	260mm	J North elevation, ground floor	870mm	235-250mm	110-115mm		English garden wall bond
		K West elevation					
		L South elevation, ground floor					
		M South elevation, first floor					

Flemish bond: alternating stretchers and headers in each course

English bond: alternating courses of headers and stretchers

English garden wall bond: one course of headers and three courses of stretchers

Convict bricks on display in Foundation Room:

Length 220-230mm

Width 108-110mm

Height 60-75mm (average 60-63mm)

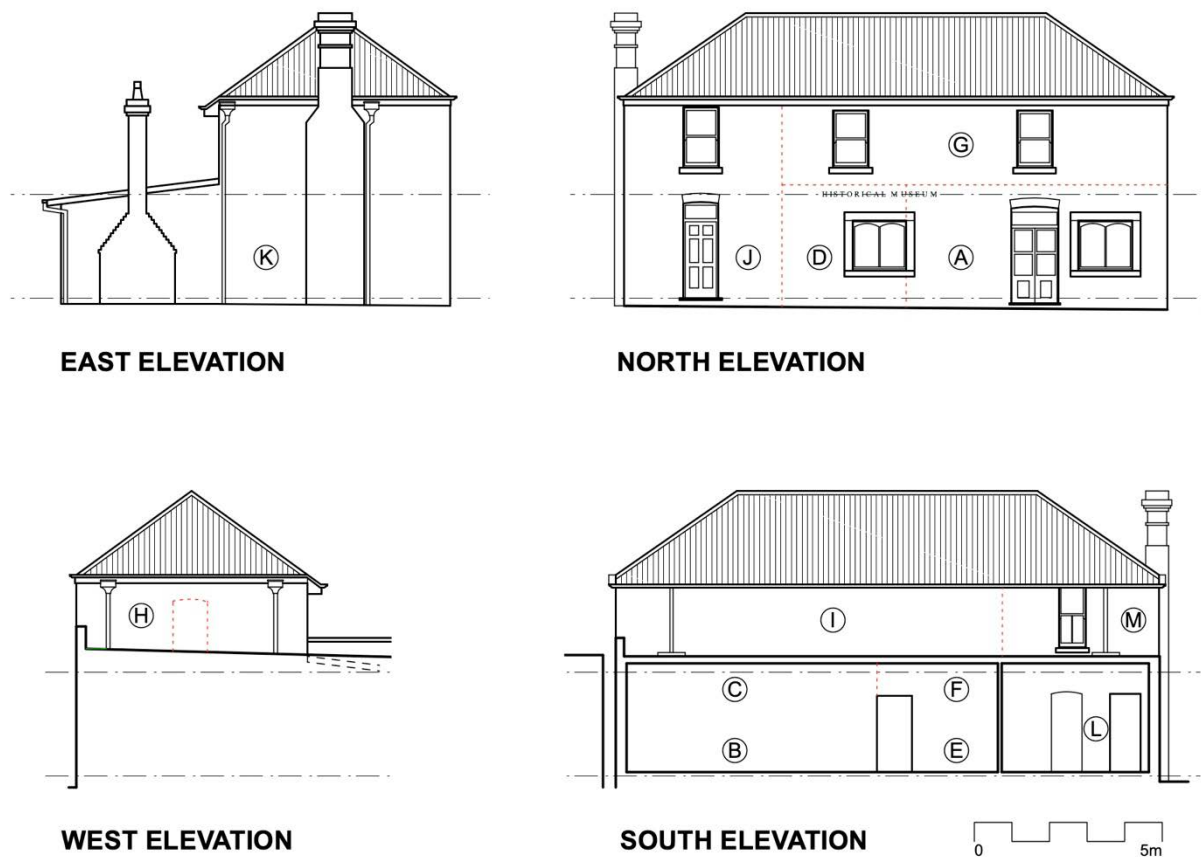


Fig. 68: Reference elevations indicating locations brick measurements were taken.