
**HERITAGE
PERMIT
GRANTED UNDER SECTION 102 OF THE
HERITAGE ACT 2017**

Permit No.: P32881

Applicant/s:



NAME OF PLACE/OBJECT: SANDRINGHAM MASONIC HALL

HERITAGE REGISTER NUMBER: H2355

LOCATION OF PLACE/OBJECT: 23 ABBOTT STREET SANDRINGHAM

THE PERMIT ALLOWS: *Refurbishment of the interior and exterior of the Sandringham Masonic Hall to upgrade the accessibility and safety of the place, generally in accordance with the following documents:*

- **Architectural Drawings, Masonic Hall Refurb, 23 Abbott Street Sandringham VIC 3191, Croxon Ramsay Architects:**
 - A201 Rev 01 Existing Ground and L1 Plans, 6 February 2020
 - A202 Rev 01 Existing Roof Plan, 6 February 2020
 - A211 Rev 07 Demolition Ground and L1 Plans, 6 February 2020
 - A212 Rev 01 Demolition Roof Plan, 6 February 2020
 - A221 Rev 09 Proposed Ground and L1 Plans, 6 February 2020
 - A222 Rev 01 Proposed Roof Plan, 6 February 2020
 - A231 Rev 01 Existing Reflected Ceilings Plans, 6 February 2020
 - A232 Rev 01 Demolition Reflected Ceilings Plans, 6 February 2020
 - A233 Rev 01 Proposed Reflected Ceilings Plans, 6 February 2020
 - A301 Rev 01 Existing Elevations, 6 February 2020
 - A311 Rev 01 Demolition Elevations, 6 February 2020
 - A321 Rev 01 Proposed Elevations, 6 February 2020
 - A611 Rev 01 Ramp section details, 22 April 2020
 - A603 Rev 01 External details, 20 May 2020
- **Heritage Impact Statement, Former Sandringham Masonic Hall H2355, Refurbishment, Universal Accessibility Works & Landscaping, Michael Taylor Architecture & Heritage, 19 March 2020**
- **Rectification Works Schedule, Masonic Hall Reburb, Croxon Ramsay Architects, 5 February 2020**

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

1. The permission granted for this permit shall expire if one of the following circumstances applies: the permitted works have not commenced within two (2) years of the original date of issue of this permit, or are not completed within four (4) years of the original date of issue of this permit unless otherwise agreed in writing by the Executive Director, Heritage Victoria.
2. The Executive Director, Heritage Victoria is to be given five working days' notice of the intention to commence the approved works.
3. Prior to the commencement any of the works approved by this permit, the following documents must be lodged and approved in writing by the Executive Director, Heritage Victoria, prior to the final design being submitted under Condition 4 of this permit:

- a. A revised design proposal for the universal access ramp located in the frontage of the Place, updated from that submitted in the permit application to reduce visual and contextual impacts and minimise the bulk of the ramp. The ramp design must be fully reversible, lightweight and installed to avoid physical impacts to the entry portico's structure and floor and sited to respond to the aesthetic and architectural composition and symmetry of the building. The ramp design must incorporate streamlined elements for guard rails and handrails as well as materials and finishes that are sympathetic to those present on site and which will complement the Place.
 - b. A landscape plan for the Place designed to enhance the presentation of the building in the Abbott Street frontage, with a view to integrate and minimise the contextual impacts of the universal access ramp. The landscape proposal must interpret the symmetrical composition of the building façade and incorporate plantings reflective of the architectural period of the Place.
4. Prior to the commencement of any of the works approved by this permit, a tender ready set of architectural and landscape drawings must be submitted for the endorsement of the Executive Director, Heritage Victoria and when endorsed becomes part of this permit. The final architectural drawings must include the following details in particular:
 - a. A final design for the front universal access ramp responding to the requirements provided by Heritage Victoria in Condition 3 of this permit.
 - b. A concession or performance solution seeking to retain the floor structure and floor covering in the front office and lower hall at ground floor level. If a qualified building quantity surveyor has demonstrated that such concession or performance solution is strictly not available for the project, their assessment must be provided in writing and the drawings updated to incorporate a replacement floor structure to match the existing as closely as possible whilst achieving the required structural loadings, and reinstating timber floors to match the existing species, board length, width and fixing methods.
 - c. Details of proposed replacement doors for all relevant locations, to be sympathetic contemporary equivalents to the original door leaves and hardware, and re-using and adapting existing architraves (splicing in extensions matching the existing architraves in material, size and profile where required). All new work should be discretely marked with the relevant date to distinguish it from original fabric.
 - d. Details of the proposed replacement stage in the main hall, to be made of a timber species and design appropriate to the inter-war Egyptian revival style of the building.
 - e. Details of proposed ceilings to be demolished and replaced, including drawings, materials and installation details.
 - f. Design details for the new lift in the front lobby and the replacement lift in the rear section of the building, to include sectional drawings and designs for both lifts.
 - g. Details of the new handrails, stair nosings and TGSIs to be provided to the front staircase.
 - h. A selected representative sample of the timber seating in the secondary lodge room to be retained in situ in this room.
 - i. Schedule of materials and finishes for new fittings in bathrooms and accessible toilet areas.
 - j. Schedule of materials and finishes for the new kitchen in the ground-floor rear addition and the kitchenette in the first-floor lodge room.
 - k. Schedule of fittings for all new light pendants and other lighting features to be installed. Original light fittings are to be conserved and reinstated where possible.
 - l. Any required design measures to ensure adequacy of the sub-floor ventilation system throughout the building.
 - m. Specifications for the feature floor carpet insert in the first floor lodge room including drawings, materials and installation details.

- n. Specifications for the new roof plant, new walkways and ladders, including final design drawings, materials and installation details.
5. Prior to the commencement any of the works approved by this permit a Heritage Salvage Strategy must be submitted for the endorsement of the Executive Director, Heritage Victoria and when endorsed becomes part of this permit. The Strategy is to include numbering, photographs, date, description and storage location for the following elements approved for removal:
 - a. All significant single and double doors. These must be protected, labelled and stored on site within the extent of registered land for possible future reinstatement.
 - b. Remaining timber seating to be removed from the secondary lodge room, to be safely stored or re-used off-site for possible future reinstatement.
6. Prior to the commencement of any of the works approved by this permit, an archival quality photographic survey is to be prepared to record the heritage place. The survey must record the existing condition of the Place including views from key exterior vantage points and all interior spaces and details. The survey is to be prepared in accordance with the Heritage Council/Heritage Victoria Technical Note entitled "Photographic Recording for Heritage Places and Objects." Two copies of the completed photographic survey are to be produced with one copy submitted to the Executive Director, Heritage Victoria for approval in writing prior to commencement of any of the works approved by this permit. On approval of the first copy the second copy is to be lodged with the State Library of Victoria.
7. Prior to the commencement of any of the works approved by this permit, an experienced heritage consultant is to be nominated in writing to the Executive Director, Heritage Victoria who shall approve the nomination in writing. The nominated and approved heritage consultant shall then be appointed by the permit holder to provide advice to assist with the fulfillment of works including all instances where significant building fabric is proposed to be impacted. The nominated and approved heritage consultant shall advise the permit holder on appropriate means of achieving minimal detriment to significant building fabric by compliance with best conservation practice.
8. Prior to the commencement any of the works approved by this permit, a costed iteration of the scope of conservation works approved in this permit (Rectification Works Schedule, Croxon Ramsay Architects, 5 February 2020) must be prepared for endorsement by the Executive Director, Heritage Victoria and once endorsed forms part of this permit. The endorsed conservation works must be carried out in full within the period of validity of the permit or as otherwise agreed in writing by the Executive Director, Heritage Victoria.
9. Prior to the commencement of any of the works approved by this permit, an unconditional Bank Guarantee in favour of the Heritage Council of Victoria (ABN 87 967 501 331) for the amount of the works identified in the endorsed Rectification Works Schedule, plus a 20% contingency amount must be lodged. The Bank Guarantee is required to ensure satisfactory completion of the works approved by this permit including works required by the conditions of the permit regardless of the financial status of the permit holder. The Bank Guarantee will be forfeited to the Heritage Council of Victoria if the works are not completed or implemented to the satisfaction of the Executive Director, Heritage Victoria by the expiration of this permit. The Bank Guarantee must set out under the "contract/agreement" that the bank "asks the Principal to accept this Bank Guarantee ("undertaking") in connection with permit P32881 issued to the Customer by Heritage Victoria for the completion bond for conservation works to the heritage place 'Sandringham Masonic Hall'.
10. Within one (1) year of the commencement of any of the works approved by this permit, an Interpretation Strategy is to be lodged for review and approval in writing by the Executive Director, Heritage Victoria. The Interpretation Strategy is to be prepared by a suitably qualified interpretation consultant and is to include the content and proposed design of interpretive devices or elements to communicate the history of the Place and change that has occurred overtime. The Strategy is to be lodged for endorsement by the Executive Director, Heritage Victoria and once endorsed, the

elements or devices proposed in the Strategy are to be fabricated and installed within the period of validity of this permit unless otherwise agreed in writing by the Executive Director, Heritage Victoria.



- 11.** Should further minor changes in accordance with the intent and approach of the endorsed documentation become necessary, correspondence and supporting documentation must be prepared and lodged in accordance with the permit condition for assessment by the Executive Director, Heritage Victoria who will advise on the approach to be taken to address these matters.
- 12.** Approved works or activities are to be planned and carried out in a manner which prevents damage to the registered place/object. However, if other previously hidden original or inaccessible details of the object or place are uncovered, any works that may affect such items must immediately cease. The Executive Director, Heritage Victoria must be notified of the details immediately to enable Heritage Victoria representatives to inspect and record the items, and for discussion to take place on the possible retention of the items, or the issue of a modified approval.
- 13.** All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works. Should any munitions or other potentially explosive artefacts be discovered, Victoria Police is to be immediately alerted and the site is to be immediately cleared of all personnel.
- 14.** The Executive Director, Heritage Victoria must be informed when the approved works have been completed.

NOTE THAT PERMISSION HAS BEEN GIVEN FOR INSPECTIONS OF THE PLACE OR OBJECT TO BE UNDERTAKEN DURING THE CARRYING OUT OF WORKS, AND WITHIN SIX (6) MONTHS OF NOTIFICATION OF THEIR COMPLETION.

TAKE NOTICE THAT ANY NATURAL PERSON WHO CARRIES OUT WORKS OR ACTIVITIES NOT IN ACCORDANCE WITH THE PERMIT OR CONDITIONS IS GUILTY OF AN OFFENCE AND LIABLE TO A PENALTY OF 120 PENALTY UNITS (\$19,826 AS AT JULY 2019) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$99,132 AS AT JULY 2019) UNDER s104 THE HERITAGE ACT 2017.

WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$793,056 AS AT JULY 2019) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,586,122 AS AT JULY 2019) IN THE CASE OF A BODY CORPORATE UNDER SECTION 87 OF THE HERITAGE ACT 2017.

THE ATTENTION OF THE OWNER AND/OR APPLICANT IS DRAWN TO THE NEED TO OBTAIN ALL OTHER RELEVANT PERMITS PRIOR TO THE COMMENCEMENT OF WORKS.

<p>Date Issued:</p> <p>30/10/2020</p>	<p>Signed by the Executive Director, Heritage Victoria:</p> 	
---	---	---

IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The Executive Director, Heritage Victoria has issued a permit under s102 of the *Heritage Act 2017*.

WHEN DOES THE PERMIT BEGIN?

The permit operates from the day the permit is signed by the Executive Director, Heritage Victoria or their delegate.

WHEN DOES A PERMIT EXPIRE?

A permit expires if -

- * the development or any stage of it does not start within the time specified in the permit; or
- * the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit.

The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT REVIEW OF THE DETERMINATION?

The applicant or the owner of a registered place or registered object may ask the Heritage Council of Victoria to review any condition of a permit imposed by the Executive Director, Heritage Victoria on a permit issued under s102 of the *Heritage Act 2017*.

A request must -

- * be in writing; and.
- * be lodged within 60 days after the permit is issued.

Review request forms can be downloaded at:

www.heritagecouncil.vic.gov.au/hearings-appeals/permit-appeals/permit-appeals-explained/
