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# HERITAGE PERMIT

GRANTED UNDER SECTION 102 OF THE  
HERITAGE ACT 2017

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Permit No: P40817

Applicant:



**NAME OF PLACE/OBJECT:** CALOOLA (FORMER SUNBURY MENTAL HOSPITAL)

**HERITAGE REGISTER NUMBER:** H0937

**LOCATION OF PLACE/OBJECT:** THE AVENUE, THE HEIGHTS, HILLTOP COURT,  
OUTLOOK WAY, CIRCULAR DRIVE, GOLF LINKS DRIVE,  
BELLEVIEW DRIVE, HILLTOP COURT, SCHOOLHOUSE  
LANE, FLORENCE LANE, PEPPERCORN LANE, YORK  
PLACE AND BUCKINGHAM PLACE SUNBURY, HUME  
CITY

**THE PERMIT ALLOWS:** Construction of shared pathway, car park and landscaping to north of the Female Refractory Ward (B25) on Lot C, generally in accordance with the following documents:

- Sunbury Community Arts & Cultural Precinct - Building 24 - Heritage Victoria Application Package prepared by Architecture Associates + Openwork (dated 24 March 2025, 27 pages)
- Drawings prepared by Openwork Pty Ltd numbered L001-02, L003-02, L101-02, L102-02, L103-02, L112-02 and L502-02 (all rev 2, dated 30/01/2025) and L010-04 (rev 4, 30/01/2025)
- Drawings prepared by Tomkinson numbered 502175R01/19 to 502175R19/19 (all rev E, 12/03/2025)
- Health and Condition Report Assessment of trees at Building 22, Jacksons Hill, Sunbury prepared by Homewood Consulting Pty Ltd (24/02/2023)

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

1. The permission granted for this permit will 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. Commencement of the permit begins with onsite physical works.
2. The Executive Director Heritage Victoria is to be given five working days' notice of the intention to commence the approved works once all permit conditions requiring satisfaction prior to the commencement of works have been approved.
3. 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 endorsement by the Executive Director Heritage Victoria. If the Executive Director considers that the changes are not minor, an amendment to the permit or a new application will be required.

4. Prior to the commencement of any of the works approved by this permit, a construction ready (marked as such) set of demolition plans specific to the area subject to this permit, must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the drawings will be endorsed and will then form part of the permit.
5. Prior to the commencement of any of the works approved by this permit, a construction ready (marked as such) set of landscape drawings specific to the area subject to this permit must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the drawings will be endorsed and will then form part of the permit. The Landscape Drawings must show details of all proposed new works such as landscape features, ground treatment and plantings.
6. The removal of the tree to the north of Lot C is not approved by this permit as an Arboricultural assessment of the tree has not been undertaken. Within three (3) months of the date of issue of this permit, an assessment prepared by a suitable qualified Arborist must outline the species and approximate age of the tree to be removed and details of why the tree is proposed to be removed and any proposed replanting. This assessment must be submitted to the Executive Director Heritage Victoria for written approval.
7. Within 12 months following the removal of identified trees #20 (*Pinus radiata*) and #26 (*Pinus canariensis*), two trees matching the species of those removed must be replanted in the location of those removed.
8. Archaeological monitoring by a suitably qualified and experienced historical archaeologist, must be conducted during all ground and subsurface disturbance as part of the shared user path in the location of the former long building (as shown in Figure 5-3 and Figure 5-4 in the Heritage Impact Statement). If the Executive Director determines that the discovered historical archaeological remains are of a high level of cultural heritage significance, their retention may be required. All archaeological work is to be conducted in accordance with Heritage Victoria's *Guidelines for Investigating Historical Archaeological Artefacts and Sites*, and to the satisfaction of the Executive Director Heritage Victoria.
9. Prior to the commencement of any of the works approved under condition 8, the name and qualifications of the nominated historical archaeologist must be provided in writing to the Executive Director Heritage Victoria for written approval.
10. For all other ground and subsurface disturbance works (other than what has been approved under conditions 8 and 9), if any potentially significant historical archaeological features, deposits and/or artefacts are uncovered at any time during the works, activity must cease and Heritage Victoria must be notified immediately. In this case a program of investigation, excavation, recording, reporting and artefact management may be required to the satisfaction of the Executive Director, Heritage Victoria (the Executive Director). If the Executive Director determines that the discovered historical archaeological remains are of a high level of cultural heritage significance, their retention may be required. All on-site workers and contractors must be informed of these requirements (and suitably inducted).
11. 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.

12. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works.
13. The Executive Director Heritage Victoria must be informed when the approved works have been completed.
14. The works approved by this permit must be carried out in their entirety unless otherwise agreed in writing by the Executive Director Heritage Victoria.

**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 (\$23,710.80 FROM 1 JULY 2024) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$118,554 FROM 1 JULY 2024) UNDER s104 THE HERITAGE ACT 2017.**

**WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$948,432 FROM 1 JULY 2024) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,896,864 FROM 1 JULY 2024) 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.**

**Date Issued:**

17 June 2025

**Signed as delegate for the Executive Director,  
Heritage Victoria pursuant to the Instrument of  
Delegation**



A handwritten signature in black ink, reading "Nicola Stairmand". The signature is written in a cursive style with a large, stylized 'N' and 'S'.

**Nicola Stairmand**

Manager, Statutory Assessments  
Heritage Victoria