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# HERITAGE PERMIT

GRANTED UNDER SECTION 102 OF THE  
HERITAGE ACT 2017

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Permit No: P36411

Applicant:



**NAME OF PLACE/OBJECT:** PRESBYTERIAN CHURCH

**HERITAGE REGISTER NUMBER:** H0448

**LOCATION OF PLACE/OBJECT:** 11 - 13 LYTTLETON STREET CASTLEMAINE, MOUNT  
ALEXANDER SHIRE

**THE PERMIT ALLOWS:** For the construction of a carport, demolition and reconstruction of pergola, structural conservation to brickworks, removal of 1930s bracketed shelves, addition of double width openings in kitchen and living room, addition of French doors to living room, reconfiguration of floorplan in rear annex, external repainting, conservation to verandah, and internal upgrades to Manse including relocation of internal doors, generally in accordance with the following documents:

- *Drawing titled 'Proposed Single Storey Renovation and Works 'Manse'' drawing 4 of 6 prepared by Ark Group dated 10 November 2021 (Note: Door 'D2' to be 2100mm high in line with Doors D1 and D3)*
- *Updated drawing set titled 'Proposed Single Storey Renovation and Works 'Manse'' prepared by Ark Group dated 11 May 2022 (Note: Door 'D2' to be 2100mm high in line with Doors D1 and D3)*

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.
2. 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.
3. The Executive Director, Heritage Victoria is to be given five working days' notice of the intention to commence the approved works.
4. Prior to the commencement of any of the works approved by this permit, a Heritage Protection Plan must be provided for endorsement by the Executive Director Heritage Victoria and once endorsed becomes part of the permit. The Heritage Protection Plan must include a sequencing program for the approved works, details of any temporary infrastructure and services required, protection methods for the heritage place during the undertaking of the works, a work site layout plan and a tree/vegetation management and protection plan prepared in accordance with AS4970 *Protection of trees on development sites*.

5. Prior to the commencement of any of the works approved by this permit, a report prepared by a suitably qualified Structural Engineer, must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the report will be endorsed and will then form part of the permit. The report must outline the required structural works to be undertaken and demonstrate the means by which the building will be supported during the removal of temporary bracing and works to load bearing walls.
6. Prior to the commencement of any of the works approved by this Permit, a Construction ready (marked as such) set of drawings must be provided for endorsement by the Executive Director, Heritage Victoria and once endorsed becomes part of the permit. This condition excludes works to the verandah which is addressed in condition 7.
7. Prior to the commencement of any of the works to the Verandah area approved by this Permit, details regarding the replacement of any damaged original fabric, flooring material, paint colour and finish, and construction ready drawings must be provided for endorsement by the Executive Director, Heritage Victoria and once endorsed becomes part of the permit.
8. Prior to the commencement of landscape works, a construction ready (marked as such) set of landscape drawings 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 structures, landscape features, ground treatments and plantings.
9. Prior to repainting any exterior areas of the Manse, the original or early colour scheme must be investigated in a professional manner using recognised paint analysis techniques and the results must be submitted as a report to the Executive Director Heritage Victoria for approval. Once approved, the report will be endorsed and will then form part of the permit.
10. 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.
11. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works.
12. The Executive Director, Heritage Victoria must be informed when the approved works have been completed.
13. 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 (\$21,808.80 FROM 1 JULY 2021) OR IN**

**THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$109,044 FROM 1 JULY 2021)  
UNDER s104 THE HERITAGE ACT 2017.**

**WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF  
UP TO 4800 PENALTY UNITS (\$872,352 FROM 1 JULY 2021) FOR A NATURAL PERSON OR 5  
YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,744,704 FROM 1  
JULY 2021) 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:**  
18 July 2022

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



**Jessica Hood**  
Principal Heritage Permits  
Heritage Victoria

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