

Heritage permit

Before you start



Use this form to apply for works and activities to a place included in the Victorian Heritage Register.

It is recommended that you read the information on the ['Apply for a Heritage Permit'](#) page of Heritage Victoria's website.

I've had a previous discussion with Heritage Victoria about this work

If you have had a pre-application discussion with Heritage Victoria please have your P-number ready to enter into this form when asked so we can link it to the previous discussions.

Who needs to use this form?

You are likely to need a permit for:

- Extensions, interior works, demolition or relocation of buildings and structures.
- Changes to colour schemes and signage.
- Construction of new buildings and garden structures like fences, decks, pathways, driveways.
- Works to registered trees and gardens which are not regular maintenance works.
- Excavation including damage or alteration to an archaeological artefact.
- Relocation or repair of objects.

How can I share this form with colleagues?

On the Contact details screen you will be able to select to share this application with others. Once the application is submitted they will be able to view the application and attachments, add to the message discussions and upload additional information.

We recommend to share the application with a shared email address, so colleagues can access the form when the main applicant isn't available. A Heritage DESK account will need to be created for that shared email address.

Location

Location selection method Enter the Victorian Heritage Register number

Victorian Heritage Register number H0083

Site name TERRACE

Pre-application details

It is highly recommended that you consult with Heritage Victoria prior to filling out this application.

No

Have you had a pre-application discussion with Heritage Victoria in relation to this application?

Your details

Please confirm or update your details before proceeding. If you are lodging this form on behalf of a company or organisation, please provide details on the next page.

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[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

Please see the *Privacy collection statement* for information on how the details you provide will be used.

Submission on behalf of

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

[Redacted] [Redacted]

[Redacted]

[Redacted] [Redacted]

Contact details

The primary contact has the same details as the applicant Yes

The owner has the same details as the applicant No

[Redacted]

[Redacted] [Redacted]

[Redacted] [Redacted]

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If the works involve the common property, owners corporation consent is required.

The works involve common property No

I want to share this application with others No

Proposed works

Type of permit(s)	For works or activities to a registered place or object
The works or activities estimated cost is	At least \$500,000 but less than \$1,000,000.
Work categories	Building & works - private residence
Detailed description	part demolition costruction of extension & refurbishment
Reason & purpose	upgrade amenity to contemporary standards
Impact on heritage	The house is listed due to it being one of ten terraces constructed by the same builder between 1889-1894 and for the consequential impact it makes to the streetscape. The contribution to the streetscape is retained. A two storey extension has been designed to be rear which is not visible from the street
Are the proposed works entirely on Crown Land?	No

You will be required to upload the relevant land title(s) issued within 30 days, along with all other supporting documentation at the end of this form.

Who is the responsible authority? YARRA CITY

Localities with the Minister for Planning as the Responsible Authority can be found here ([Ministerial permits](#))

Estimated cost of the works (\$) \$831920.00

You will be required to upload the supporting document(s) later in this form with a quote or cost breakdown to verify the figure entered above.

Cultural heritage management plan

A Cultural Heritage Management Plan (CHMP) is a written report, prepared by a Heritage Advisor, containing the results of an assessment of the potential impact of the proposed activity on Aboriginal cultural heritage.

No

Is a CHMP required under the Aboriginal Heritage Act 2006 for the proposed works?

Do the proposed works contravene any previously approved CHMPs? No

The applicant must disclose whether a CHMP is required under the Aboriginal Heritage Act 2006. If a CHMP is required, Heritage Victoria must not grant a permit until a CHMP has been approved (see section 52(1) of the Aboriginal Heritage Act 2006). Under section 52(4) of the Aboriginal Heritage Act 2006, the time required for Heritage Victoria to make a permit decision is deemed not to have commenced until a copy of an approved CHMP is provided.

Applicants can use the Aboriginal Heritage Planning tool to determine whether a CHMP is required: <https://www.aav.nrms.net.au/aavQuestion1.aspx>

Further information on CHMPs and the Aboriginal Heritage Act 2006 is available at: <https://www.firstpeoplesrelations.vic.gov.au/cultural-heritage-management-plans>

Supporting documents

You must provide all required documents before submitting your application

Heritage impact statement	2110-220824 Heritage Impact Study.pdf
Certificate of Title	00659830310012022090810050001.pdf 00659830310142022090810050001.pdf
Consent of the owner	Sarah Stone consent.msg 114 estimate_md draft.xlsx

For development of new buildings, extensions, alterations or additions to a heritage building(s):

All plans to be in A3 or A4.

Site plans

Structural

Architectural 2110-220915 HV drawings.pdf

Mechanical and electrical

Hydraulic

Engineering

Conservation

Existing Conditions Survey 21-086 land survey & re-establishment.pdf

Materials and colour schedule

Soil/Geology reports

Architectural Renders

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[REDACTED] [REDACTED]

[REDACTED] [REDACTED]

[REDACTED] [REDACTED]

[REDACTED] [REDACTED]

Declarations & privacy

Declarations

I declare that the owner(s) of the registered place or registered object described in this permit application have given consent to the application to carry out the works or activities specified in the application.

I state that I am authorised to make this application in relation to the above property or object, and that the information supplied in this application is accurate and correct. I acknowledge that authorised officers appointed by the Executive Director or any member of the Heritage Council may inspect the heritage place or heritage object to assess the application in accordance with the Act.

Privacy statement

Heritage Victoria is a branch of the Department of Environment, Land, Water and Planning (DELWP). Heritage Victoria is committed to protecting personal information provided by you in accordance with the principles of the Victorian privacy laws. The information you provide, and anything provided in relation to this process or any subsequent decision pertaining to the permit, will be used for the following purposes:

- correspond with you about your application
- to inform Heritage Victoria in making a recommendation or a decision as to the matter.
- the material may be made available to the public through a public notice process as required under the Heritage Act 2017, to the Heritage Council of Victoria for use in a public hearing, or to the Minister for Planning in making a determination.
- to provide information about the heritage permit, including the initial application and subsequent regulation of that permit, where requested by successive owners of the property or consultants engaged in relation to the property

Your contact details may be used by DELWP or its contracted service providers under confidentiality agreements to survey you about your experience with DELWP.

The information you provide may be made available to:

- any person who may wish to inspect your proposal until the process is concluded. In this instance, the 'process' includes not only the current permit application but also any further aspects of Heritage Victoria regulation under this permit.
- relevant officers in DELWP, other Government agencies or Ministers directly involved in the heritage process.

If all requested information is not received, DELWP is unable to process your request.

You may access the information you have provided to DELWP by contacting heritage.victoria@delwp.vic.gov.au