
HERITAGE PERMIT

Permit No: P40574

Applicant: 

GRANTED UNDER SECTION 102 OF THE
HERITAGE ACT 2017

NAME OF PLACE/OBJECT: TIMBOON HOUSE (FORMERLY LAKE INN)

HERITAGE REGISTER NUMBER: H1387

LOCATION OF PLACE/OBJECT: 320 OLD GEELONG ROAD SKIBO, CORANGAMITE
SHIRE

THE PERMIT ALLOWS: Internal and external modifications including the removal of several walls in the east wing to create a larger open-plan kitchen and dining area, the reconfiguration and upgrading of bathrooms, laundry, and store rooms, as well as conservation works such as paint removal, removal of the non original west verandah and the later extension of the south chimney on the west wing, generally in accordance with the following documents:

- ***Architectural Drawings – Alterations & additions Timboon House prepared by Gary Johnson (20 Sheets)***
 - ***01/20 Site Plan***
 - ***02/20 General Notes 1***
 - ***03/20 General Notes 2***
 - ***04/20 Ex. Con. Ground Floor Plan***
 - ***05/20 Ex. Con. First Floor Plan***
 - ***06/20 Ex. Con. North & East Elevations.***
 - ***07/20 Ex. Con. South & West Elevations.***
 - ***08/20 Demolition Ground Floor Plan***
 - ***09/20 Demolition First Floor Plan***
 - ***10/20 Demolition North & East Elevations.***
 - ***11/20 Demolition South & West Elevations.***
 - ***12/20 Ground Floor Plan***
 - ***13/20 First Floor Plan***
 - ***14/20 North & East Elevations***
 - ***15/20 South & West Elevations***
 - ***16/20 Ground Floor Electrical Layout***
 - ***17/20 Kitchen/Dining/Family - Part 1***
 - ***18/20 Kitchen/Dining/Family - Part 2***

- **19/20 Laundry & WC Details**
- **20/20 Pantry Details**
- **Structural Drawings - Alterations to Residence prepared By McClellands Consulting Engineers, Dated 20 June 2024**
 - **S001 Structural Fact Sheet & Notes**
 - **S0002 Roof Framing Layout**
 - **S003 First Floor Wall Framing & Bracing Layout**
 - **S004 Framing Member Schedule & Connection Details**

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.
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. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works.
5. The Executive Director, Heritage Victoria must be informed when the approved works have been completed.
6. The works approved by this permit must be carried out in their entirety unless otherwise agreed in writing by the Executive Director Heritage Victoria.
7. Prior to the commencement of any of the works approved by this permit, a **suitably experienced Heritage Conservation Consultant**, approved in writing by the Executive Director Heritage Victoria, must be engaged to advise and assist as necessary with the preparation of the conservation/repair documentation.
8. Prior to the commencement of any works approved by this permit, **demolition & protection methodology for the works** must be submitted to the Executive Director, Heritage Victoria for approval. Once approved, the documentation will be endorsed and will then form part of the permit. Documentation must include but not be limited to:
 - a. Methodology for dismantling and demolition.
 - b. Clarification of elements to be retained in situ.

- c. Heritage Protection Plan for the retained heritage fabric.
- 9. Prior to the commencement of any of the works approved by this permit, a **construction ready (marked as such) set of architectural and engineering 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.
- 10. Prior to the commencement of any of the works approved by this permit, a **full scope of necessary conservation works/repairs** including a specification outlining the descriptions of the proposed materials and techniques to be used on the heritage fabric of the registered place, prepared by the Heritage Conservation Consultant approved under condition 7, must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the document(s) will be endorsed and will then form part of the permit. Paint removal methodology, retention of door 25 insitu and all reconstruction details must form part of this documentation.
- 11. Following completion of the repair works required under condition 10, the approved Heritage Conservation Consultant must submit to the Executive Director Heritage Victoria, for their approval, a **brief written report confirming that the conservation works have been completed in accordance with the endorsed documentation**. A Heritage Victoria representative may require a visit the place to inspect and confirm the satisfactory completion of the works.

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:

01 July 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