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# HERITAGE PERMIT

GRANTED UNDER SECTION 102 OF THE  
HERITAGE ACT 2017

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Permit No: P34155

Applicant:



**NAME OF PLACE/OBJECT:** UNITING CHURCH SECOND WESLEYAN METHODIST  
CHAPEL

**HERITAGE REGISTER NUMBER:** H0962

**LOCATION OF PLACE/OBJECT:** 512 SYDNEY ROAD COBURG, MORELAND CITY

**THE PERMIT ALLOWS:** External and internal demolition and construction works to facilitate adaptive reuse of the former Uniting Church Second Wesleyan Methodist Chapel, and associated conservation and landscape works, generally in accordance with the following documents:

- Heritage Impact Statement, prepared by Bryce Raworth Conservation & Heritage, dated 3 December 2021.
- Drawing Set, drawing nos. TP100, TP601, TP602, TP611, TP612, TP621, TP622, TP623, TP624, prepared by MGS Architects, dated November 2021.
- Structural Assessment Report, prepared by Miglic Macleod, dated 8 November 2021.

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

## PERIOD OF VALIDITY

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. The Executive Director, Heritage Victoria is to be given five working days' notice of the intention to commence the approved works.

## HERITAGE PROTECTION PLAN

3. 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, including details regarding the dismantling and storage of as much heritage fabric on site as possible, and a work site layout plan. The Heritage Protection Plan must also include a dilapidation report (including images) for the heritage building(s) to record its(their) condition prior to the commencement of works approved by this permit.

## ARCHIVAL QUALITY PHOTOGRAPHIC SURVEY

4. Prior to commencement of any of the works approved by this permit an **archival quality photographic survey** is to be prepared to record all interiors (particularly details of the

interior layout), exterior elevations, setting of the registered place, and furniture/pews etc. The survey is to be prepared in accordance with the Heritage Council/Heritage Victoria Technical Note entitled “Photographic Recording for Heritage Places and Objects” (available on the Heritage Council website or from Heritage Victoria on request). All interiors (particularly details of the interior layout), exterior elevations, setting of the registered place, and furniture/pews etc. must be recorded. 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 La Trobe Picture Collection, 328 Swanston Street Melbourne 3000, State Library of Victoria or delivered by courier to Despatch: 174 Little Lonsdale Street Melbourne 3000. Deliveries accepted from 7.30 to 4.30 (A receipt will be sent the day the material is received.)

### **CONSTRUCTION-READY DRAWINGS**

5. Prior to the commencement of any of the works approved by this permit **a construction ready (marked as such) architectural set of 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 drawings must be revised to show:
  - Retention of one opening in the fifth bay (from the west) in the northern elevation of the church building (B3), and deletion of any other openings in the northern elevation of the church building;
  - Relocation of the stained-glass window from the fifth bay (from the west) in the northern elevation of the church building (B3) to the opening directly opposite on the southern elevation;
  - Refinement of the design of the opening in the northern elevation of the church building (B3) so that the sharp edges are softened/rounded;
  - Details regarding how the organ keyboard and any other feature related to the organ’s function would be retained in situ during works;
  - Resolution of new internal flooring to B3;
  - Retention of the ‘Welcome’ entry steps to the western elevation of the church building (B3);
6. Prior to the commencement of any of the works approved by this permit, **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.

### **CONSERVATION WORKS**

7. Prior to the commencement of any of the works approved by this permit, **a suitably experienced heritage conservation architect**, endorsed in writing by the Executive Director, must be engaged to advise and assist as necessary with the preparation of the documentation where any intervention to built fabric of heritage significance is involved and to provide relevant conservation advice to the permit holder during the carrying out of those works. In particular the heritage conservation architect must help fulfil conditions 8 and 12 of this permit.

8. Prior to the commencement of any of the works approved by this permit the conservation architect endorsed under Condition 7 must prepare a **final costed conservation schedule and drawings of conservation works** identified as required for the heritage place for endorsement by the Executive Director, Heritage Victoria and once endorsed these works become part of the permit. The final conservation schedule and drawings must detail:
  - Resolution of the restoration needs for the organ;
  - Methodology for the safe removal and relocation of the stained-glass window (this must be prepared by a conservator with experience in stained glass windows);
  - Structural and civil heritage remedial works required to the buildings.
9. If the works approved at Condition 8 are not completed before the commencement of the other development works approved by this permit, a financial security in the form of an unconditional **Bank Guarantee** in favour of the Heritage Council of Victoria (ABN 87 967 501 331) regardless of the financial status of the permit holder, is to be lodged with the Executive Director, Heritage Victoria (as provided for under s.103 of the Heritage Act 2017). The period of validity of the Bank Guarantee is to be unspecified.

The Bank Guarantee is to ensure the satisfactory completion of all of the conservation works required and approved by this permit. The amount guaranteed must be equivalent to the cost shown in the endorsed conservation schedule under Condition 9 plus a 20% contingency sum (inclusive of GST).

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 P34155.
10. Following completion of the conservation works required under Condition 8, the approved heritage conservation architect must submit to the Executive Director, Heritage Victoria a **brief written report** confirming that the conservation works have been completed and the extent to which the completed conservation works conformed to good practice in their professional judgement.
11. The Bank Guarantee referred to in Condition 9 will be released to its provider subject to the completion of all of the works referred to in Condition 8 and the satisfaction of Condition 10. The Bank Guarantee will be forfeited to the Heritage Council of Victoria in the event that all of the works at Condition 8 are not completed to the satisfaction of the Executive Director, Heritage Victoria prior to the expiry date of this permit.
12. Prior to repainting, the original colour scheme of the church buildings’ interiors 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. This will ensure an accurate reconstruction of the historic appearance of the place. The painted banner to the east wall of the church building (B3) must be retained and conserved in any specification for painting.

### **INTERPRETATION**

13. Within the period of validity of this permit an **Interpretation Plan** for installation of interpretive devices within the registered land must be prepared and its recommendations implemented by a suitably qualified and experienced practitioner. The Interpretation Plan must include proposals for the appropriate interpretation of the history of the site and in

particular provide options for interpretation devices in the area to the north of the church building (B3) and in the original internal layout of the church building so that the historical development of the church site can be appreciated. The Interpretation Plan is to be submitted to the Executive Director Heritage Victoria for endorsement within 12 months of the activation of this permit unless otherwise agreed in writing by the Executive Director Heritage Victoria. After its approval the Interpretation Plan is to be implemented on site prior to the expiration of the permit.

#### **STANDARD CONDITIONS**

14. 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.
15. 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.
16. 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.
17. 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 (\$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:** Signed as delegate for the Executive Director,  
Heritage Victoria pursuant to the Instrument of  
11 August 2022 Delegation

A handwritten signature in black ink, appearing to read "Nicola Stairmand". The signature is fluid and cursive, with the first name "Nicola" and last name "Stairmand" clearly distinguishable.

**Nicola Stairmand**  
Manager, Statutory Approvals  
Heritage Victoria

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