

## 10.0 REPORTS OF EMPLOYEES

### 10.1 Draft Heritage Requirements for Planning Proposals Local Planning Policy - Endorse for Advertising

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<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Draft Heritage Requirements for Planning Proposals Local Planning Policy <a href="#">↓</a></li><li>2. Current Heritage Planning Local Planning Policy PS-02 <a href="#">↓</a></li></ol>

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#### PURPOSE

A draft Heritage Requirements for Planning Proposals Local Planning Policy (draft LPP) has been prepared for Council's consideration (refer to **Attachment 1**) to endorse for advertising.

The draft LPP will supersede the Shire's current Heritage Planning Local Planning Policy PS-02 (refer to **Attachment 2**).

#### BACKGROUND

The State planning framework requires the consideration of cultural heritage significance when determining a Planning proposal (e.g. a development application) for any heritage place.

In March 2016, the Shire's Heritage Planning Local Planning Policy PS-02 (LPP PS-02) was adopted by Council (**C10.03.16**). Subsequently there have been changes in the State heritage legislation, most notably the commencement of the *Heritage Act 2018*.

It is a recommended action under the Shire's draft Heritage Strategy that LPP PS-02 be reviewed (action P.2), and that guidelines be produced to inform landowners of acceptable development outcomes and assist decision makers in considering development approvals (action P.4).

A draft LPP has been prepared which will reflect the current heritage legislation and address the above recommended actions from the draft Heritage Strategy. The draft LPP will supersede LPP PS-02.

#### STATUTORY / LEGAL IMPLICATIONS

##### ***Heritage Act 2018***

In accordance with the Act, the term 'cultural heritage significance' means the following:

*"... aesthetic, historic, scientific, social or spiritual value for individuals or groups within Western Australia."*

##### **Planning and Development (Local Planning Schemes) Regulations 2015**

Schedule 2, Part 2, Division 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables the local government to adopt, amend and revoke local planning policies and sets out the procedures by which to do so.

## **Local Planning Scheme No.4**

It is an aim of LPS4, amongst others, to protect places of cultural heritage significance.

In accordance with LPS4, the Shire in considering an application for planning approval is to have due regard to the conservation of any place that has been entered in the State Heritage Register, or which is included in the Shire's Heritage List or Local Heritage Survey.

### **POLICY IMPLICATIONS**

#### **Policy Development and Review Policy**

The draft LPP's content (e.g. subheadings) is consistent with the provisions of the Shire's "Policy Development and Review Policy" (2.2). If endorsed by Council, the draft LPP will be advertised for comment in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* (refer to the External Consultation section of this report) and item 3.4 of the "Policy Development and Review Policy" (2.2).

#### **State Planning Policy 3.5 - Historic Heritage Conservation**

State Planning Policy 3.5 - Historic Heritage Conservation sets out the principles of sound and responsible planning for the conservation and protection of Western Australia's historic heritage. The policy includes development control principles that should be applied in considering applications for development approval.

The draft LPP has been prepared having had regard to this State Planning Policy.

#### **Guidelines for Preparing a Local Planning Policy for Local Heritage**

In 2023, the Heritage Council of Western Australia released its Guidelines for Preparing a Local Planning Policy for Local Heritage, the purpose of which is to assist local governments in drafting a local planning policy to guide decision-making for development proposals for local heritage places.

The draft LPP has been prepared with due regard to these Guidelines.

### **FINANCIAL IMPLICATIONS**

If endorsed for the purpose of advertising, the costs to advertise the draft LPP will be negligible.

### **STRATEGIC IMPLICATIONS**

Mundaring Strategic Community Plan 2020 - 2030

Priority 3 - Built environment

Objective 3.4 – Preservation of local heritage buildings and places of interest

Strategy 3.4.1 – Effective planning controls to preserve and maintain heritage buildings and places of interest

#### **Strategic Community Plan 2020-2030**

The Shire's Strategic Community Plan 2020-2030 noted that the community wanted to see the heritage of the Shire being preserved.

#### **Corporate Business Plan**

A key objective of the Built Environment Strategic Theme in the Corporate Business Plan is: "*Preservation of local heritage buildings and places of interest.*"

## SUSTAINABILITY IMPLICATIONS

Preserving cultural heritage and advocating for the protection of important local history is critical to sustaining the broader social identity of the Shire.

## RISK IMPLICATIONS

<b>Risk:</b> Reputational. Maintaining a contemporary policy framework is central to the Shire's role in providing good governance and decision making.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Possible	Moderate	Moderate
<b>Action / Strategy</b>		
If the draft LPP is adopted, the Shire will be provided with detailed guidance in relation to planning proposals which impact local heritage places, which reflects the current heritage legislation. It is appropriate that the policy be made available for advertising and community feedback be sought.		

## CORPORATE COMMUNICATIONS

The Council Decision will be communicated in the following way/s.

Direct to stakeholder/s	Website article/post	Social media post	Print article/media release	E-newsletter/Community update	Advertisement	Nil
✓	✓	✓			✓	

## EXTERNAL CONSULTATION

Unlike other Shire policies, planning policies are statutorily required to be advertised and must be considered by full Council. To commence the process, Council must resolve to release the draft LPP and invite public submissions.

Should Council endorse the draft LPP for consultation, it must be advertised pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2, Part 2 Clause 4. Advertising will be for a minimum of 21 days and include:

- A notice in the local newspaper and online via the Shire's social media account;
- A notice and copy of the draft LPP on the Shire's website, on the Engage Mundaring website, and at the Shire's Administration Centre and libraries;
- Notification being sent to the Mundaring and Hills Historical Society, Darlington History Group, Lost Mundaring and Surroundings, Midland and Districts Historical Society, and the Department of Planning Lands and Heritage (Heritage Council of Western Australia).

Following the conclusion of the advertising period and consideration of submissions the draft LPP will be presented back to Council, together with details of submissions, for it to resolve to:

- Proceed with the policy without modifications; or
- Proceed with the policy with modifications; or
- Not to proceed with the policy.

From that point, if Council resolves to proceed with (adopt) the draft LPP, and revoke LPP PS-02, a notice of the decision will be placed in the local newspaper. This will have effect on publication of the newspaper notice.

### **COMMENT**

The conservation of places of cultural heritage significance is a matter to be considered by the Shire in determining planning proposals. In preparing the draft LPP, the following was considered:

1. Matters the Shire has experienced in the past when assessing and determining applications involving local heritage places;
2. The current provisions stipulated and terminology used under the *Heritage Act 2018* and State Planning Policy 3.5 - Historic Heritage Conservation; and
3. The matters outlined in the Guidelines for Preparing a Local Planning Policy for Local Heritage prepared by the Heritage Council of Western Australia.

Preserving cultural heritage significance is critical to sustaining the broader social identity of the Shire. The draft LPP has been prepared to clarify the Shire's expectations and guide planning decisions on places of heritage value, including places currently listed in the Shire's Heritage List and Local Heritage Survey. It has also been prepared to reflect the current heritage legislation and the terminology used within it, as well as address recommended actions under the draft Heritage Strategy.

The Shire's Heritage Planning Local Planning Policy PS-02 (LPP PS-02) will be superseded by the draft LPP. Consolidating the requirements expressed within LPP PS-02 into the draft LPP will enable LPP PS-02 to be revoked without any material consequences.

Considering all of the above, it is recommended that Council endorses the draft LPP for the purposes of advertising.

### **VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION / COUNCIL DECISION C6.07.24**

Moved by Cr Zlatnik                      Seconded by Cr Daw

That Council:

1. Endorses for the purpose of advertising, pursuant to Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the draft Heritage Requirements for Planning Proposals Local Planning Policy, as shown in **Attachment 1**; and
2. Advertises for 21 days the draft Heritage Requirements for Planning Proposals Local Planning Policy, as shown in **Attachment 1**, as follows:
  - a. A notice in the local newspaper and on the Shire's online social page;
  - b. A notice and copy of the draft LPP on the Shire's website, on the Engage Mundaring website, and at the Shire's Administration Centre and libraries; and
  - c. Notification being sent to the Mundaring and Hills Historical Society, Darlington History Group, Lost Mundaring and Surroundings, Midland and Districts Historical Society, and the Department of Planning Lands and Heritage (Heritage Council of Western Australia).

**CARRIED 7/0**

**For:** Cr Jeans, Pres McNeil, Cr Mehta, Cr Daw, Cr Beale, Cr Cicchini and Cr Zlatnik

**Against:** Nil



## HERITAGE REQUIREMENTS FOR PLANNING PROPOSALS

Note: New policy number to be provided by the Governance Coordinator once adopted>

<b>Responsible Directorate</b>	Statutory Services
<b>Responsible Service Area</b>	Planning
<b>Resolution</b>	<month/ year> <Council resolution>
<b>Procedure Ref</b>	N/A

### 1. PURPOSE

To provide guidance on the assessment of planning proposals involving works affecting a local heritage place(s).

### 2. SCOPE

This policy seeks to:

- a) conserve and protect places of local cultural heritage significance;
- b) ensure that development does not adversely affect the significance of local heritage places;
- c) ensure that heritage significance is given due weight in local planning decision making;
- d) provide improved certainty to landowners and community about the planning processes for heritage identification and protection; and
- e) clarify the format and content of accompanying material in accordance with Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### 3. DEFINITIONS

**Fabric** - means all the physical material of the place.

**Heritage List** – a list established and maintained by the Shire of Mundaring to identify places within the Scheme area that are of cultural heritage significance and worthy of built heritage conservation.

**Heritage-protected place** - is a place —

- (a) that is entered in the State Register of Heritage Places under the *Heritage Act 2018*; or
- (b) that is under consideration for entry into the State Register of Heritage Places; or
- (c) that is the subject of an order under the *Heritage Act 2018*; or
- (d) that is the subject of a heritage agreement that has been certified under the *Heritage Act 2018*; or
- (e) that is included on a heritage list; or
- (f) that is within a heritage area.

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**Local heritage place** - means a place that is on the Shire of Mundaring local heritage survey or meets the definition of a heritage-protected place, with the exception of any place that is:

- a) entered in the State Register of *Heritage Places under the Heritage Act 2018*;
- b) the subject of an order under the *Heritage Act 2018*; or
- c) the subject of a heritage agreement that has been certified under the *Heritage Act 2018*, to which the Heritage Council of Western Australia is a party.

**Local Heritage Survey** – a survey of places in the district that in the Shire of Mundaring’s opinion are, or may become, of cultural heritage significance

**Planning proposals** – relates to development applications, subdivision applications, precinct plans, local development plans and structure plans.

All other words and expressions used in this local planning policy have the same meaning as they have:

- (a) in the *Planning and Development Act 2005* (the Act); or
- (b) if they are not defined in the Act
  - i) in the Shire’s Local Planning Scheme No.4; or
  - ii) in the *Heritage Act 2018* of Western Australia; or
  - iii) in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### 4. POLICY

Planning proposals will be assessed on their individual merits taking into consideration:

- a) The significance category, the statement of significance and recommendation/conservation strategy outlined for the place in the Shire’s Local Heritage Survey;
- b) The provisions set out in this policy and State Planning Policy 3.5 - Historic Heritage Conservation; and
- c) How the planning proposal responds to and respects the matters under points a) and b).

##### 4.1. Levels of significance

The level of significance, as outlined in the following table, is one of the matters that the Shire will consider in making a decision on a planning proposal involving a local heritage place, and which applicants need to consider when preparing a planning proposal.



Significance Category	Description	Shire Expectations
Exceptional significance (Heritage List and State Heritage Listed places)	Rare or outstanding example; essential to the heritage of the locality	The place should be retained and conserved. Any alterations or extensions should reinforce the significance of the place and be in accordance with a Conservation Plan if one is in place.
Considerable significance (Heritage List places)	High degree of integrity/authenticity; very important to the heritage of the locality	Conservation of the place is highly desirable. Any alterations or extensions should minimise impacts on the original site or building and reinforce the significance of the place.
Moderate significance (Local Heritage Survey places)	May have some altered or modified elements, not necessarily detracting from the overall significance; contributes to the heritage of the locality	Conservation of the place is desirable. Any alterations or extensions should reinforce the significance of the place and retain original fabric where feasible.
Little significance (Local Heritage Survey places)	Has elements or values worth noting for community interest but otherwise makes little contribution.	Retain elements of the place where feasible. Photographically record prior to major development or demolition.

#### 4.2. General Assessment criteria

- 4.2.1 New buildings and alterations/additions at local heritage places should:
- minimise disturbance to the original landscape setting and structure as much as possible;
  - seek to maintain or enhance the specific heritage values and significance identified for that place;
  - complement the heritage significance of the place; and
  - retain the visual prominence of the place when viewed from the public realm.



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- 4.2.2 External additions to heritage buildings should be located towards the rear of the property with little or no alteration to elevations facing the public realm, thereby maintaining the appearance from the public realm or approach to the building.
- 4.2.3 External additions to heritage buildings must reflect and respect the scale and character of the original structure, but be subtly identifiable as later additions.
- 4.2.4 Internal modifications to heritage buildings should be designed to minimise disturbance to the original structure and fabric, and leave visible traces of the original floor plan and function.
- 4.2.5 No outbuildings shall be located in the street setback area, and any building providing cover for car spaces must be detached and located to the side or rear of the heritage building, in order to minimise changes to the appearance when viewed from the public road and the approach to the building.
- 4.2.6 Driveways and crossovers should avoid concrete and bitumen and make use of natural or earth coloured materials appropriate to the setting such as, but not limited to, compacted gravel or red-brown asphalt.
- 4.2.7 Earthworks should be minimised. Where retaining is necessary, it should be terraced to respond to the natural contours of the land and completed in natural or earth coloured materials appropriate to the setting.
- 4.2.8 Fences and walls should be reflective of the surrounding landscape and maintain clear and open sightlines between the public road and the local heritage place.
- 4.2.9 Modifications to public buildings to provide modern facilities or improve access for people with disabilities must be sensitively designed to minimise disturbance to the original structure and external appearance.
- 4.2.10 The Shire will take into account the public benefit of proposed modifications, including adaptation that enables continued access, visitor use and appreciation of the history and significance of the site.
- 4.2.11 Solar panels, antennas and air conditioning units must be selected carefully, located unobtrusively and painted, finished or framed to minimise the impact on the external appearance of the place.

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- 4.2.12 Where external modifications or extensions are proposed to a heritage building in a bushfire prone area, the Building Code of Australia will require construction to the relevant Australian Standard (AS3959). The Shire will pay particular attention to the degree to which non-combustible building materials can be adapted and finished to complement the existing structure; the aesthetic impact of the modifications; and the impact of any clearing proposed in order to reduce the bushfire hazard. In some cases the modifications or extensions will not be supported, or the Shire may recommend a reduced or semi-detached addition to minimise the impacts on the heritage values of the original building.
- 4.2.13 Any painting works should:
- Retain unpainted brick, masonry, render or roughcast surfaces.
  - Be in keeping with the character of the local heritage place.
  - Use colour schemes typical of the building period.
- 4.2.14 Any proposed signage should:
- Be simple in design.
  - Be small-scale and not dominate the building facade.
  - Complement the architectural style, materials and colour scheme of the place.
- 4.2.15 Proposed roof replacement should be undertaken in a like-for-like manner, where the fabric being replaced is the original fabric (if still available), and the original roof form as seen from the street is maintained.
- 4.2.16 Demolition of a heritage-protected place will not be supported unless a structural condition assessment from a suitably qualified professional provides evidence that the structural integrity of the building has failed to the point where it cannot be rectified without removal of a majority of its significant fabric and/or incurring prohibitive costs.
- 4.2.17 Demolition of a heritage-protected place will not be approved if the Shire forms the view that structural inadequacy is a result of the place not being properly maintained, as defined in clause 13(1) Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- 4.2.18 Demolition of a heritage-protected place will not be approved based primarily on the grounds that redevelopment is a more attractive proposition.



#### 4.3 Consultation

Planning proposals impacting heritage-protected places where the Shire is the determining authority, are to be referred to the Heritage Council of Western Australia. The referral period being for 42 days.

The Shire shall have due regard to advice and recommendations received from the Heritage Council of Western Australia when determining the planning proposal.

#### 4.4 Accompanying Information for Planning Proposals

- 4.4.1 A development application for works which will, or are likely to, have a negative and/or significant impact on a local heritage place must be accompanied by, as a minimum:
- If works are proposed which will be visible from a street adjoining the site, street elevations drawn as one continuous elevation to a scale not smaller than 1:100 showing the proposed development and the existing development on the lots immediately adjoining the site the subject of the application.
  - A detailed schedule of all finishes, including materials and colours of the proposed development.
  - A description of, and photographs showing, the finishes of the existing development on the site.
  - For a proposed development that will be clearly visible from the street, a site analysis plan showing any impacted view-lines of significance to or from the local heritage place.
- 4.4.2 A development application, subdivision application or a structure plan likely to have a negative and/or significant impact on a heritage-protected place must be accompanied by a heritage impact assessment consistent with the guidelines produced by the Heritage Council of Western Australia.

At the applicant's cost, the heritage impact statement is to be prepared by a heritage professional with relevant experience.

- 4.4.3 A development application, subdivision application or a structure plan proposing the partial or full demolition of a heritage-protected place must be accompanied by a structural condition assessment.

At the applicant's cost, the structural condition assessment is to be prepared by a registered structural engineer with relevant heritage experience.



#### 4.5 Conditions

Where conditional approval is granted for a development application or subdivision application involving a local heritage place, one or more of the following conditions may be applied:

- a) This site is identified as historically significant and a comprehensive series of colour photographs shall be submitted to the Shire, recording the present appearance of buildings and surrounds, before undertaking any works.
- b) A detailed archival record is to be made and submitted to the Shire prior to any works being undertaken. This record shall be based on State Heritage Council guidance for preparing archival records and include a site plan at 1:200 scale; a floor plan and elevations at 1:100 scale; and photographs of both the interior and exterior (clear of furnishings or debris).
- c) The work shall be carried out in accordance with the recommendations of the approved heritage impact statement to the Shire's satisfaction.

#### 4.6 Development Approval Exemptions

Works to a place on the Shire's heritage list will be exempt from requiring development approval in the following instances:

- a) Internal building work that does not materially affect the external appearance of the building, where the interior of the building is not of cultural heritage significance according to the Shire's heritage list.
- b) Maintenance and repair works of a kind referred to under regulation 41(1) (b) to (i) of the *Heritage Regulations 2019*.
- c) Other works identified as being exempt under clause 61 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### 5. RELATED LEGISLATION

*Planning and Development Act 2005*  
*Heritage Act 2018 of Western Australia*  
*Heritage Regulations 2019*  
*Planning and Development (Local Planning Schemes) Regulations 2015*  
*Local Planning Scheme No.4*  
*State Planning Policy 3.5 Historic Heritage Conservation*



## 6. RELATED DOCUMENTS

Shire of Mundaring Heritage List  
Shire of Mundaring Local Heritage Survey  
Heritage Council of Western Australia Guidelines for Assessment of Local  
Heritage Places (as amended)

DRAFT

## Shire of Mundaring

**POLICY****HERITAGE PLANNING**

<b>Policy Ref:</b>	<b>PS-02</b>
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<b>Committee Rec:</b>	-	<b>Date:</b>	-
<b>Adopted:</b>	C10.03.16	<b>Date:</b>	8 March 2016
<b>Amended:</b>	-	<b>Date:</b>	
<b>Reviewed:</b>	-	<b>Date:</b>	
<b>Procedure Ref:</b>	-	<b>Delegation Ref:</b>	-
<b>Statute Ref:</b>	<i>Heritage of Western Australia Act 1990</i>		
	<i>Planning &amp; Development Act 2005</i>		
	<i>Shire of Mundaring Local Planning Scheme No. 4</i>		
<b>Local Law Ref:</b>	-		

**PURPOSE**

To guide decisions on proposed development affecting places included on the local Heritage List and Municipal Heritage Inventory.

**1.0 POLICY OBJECTIVES**

1. To explain the Shire's approach to and expectations for development affecting heritage buildings and places;
2. To facilitate continued use and appreciation of heritage buildings;
3. To preserve the amenity, character and specific cultural values of heritage buildings and places;
4. To enable adaptive reuse through appropriate additions or modifications; and
5. To set out potential planning conditions for the retention, restoration, recording and interpretation of heritage places.

**2.0 SCOPE**

This policy relates to planning proposals for places included on a Heritage List adopted under the Shire's Local Planning Scheme No. 4, or included in the Municipal Heritage Inventory in accordance with the Heritage of Western Australia Act 1990.

The policy does not relate to sites listed under the Aboriginal Heritage Act 1972, unless specific sites are also included in the Municipal Heritage Inventory or on the Heritage List.

### 3.0 BACKGROUND

The history of the Shire is visible through settlement patterns and the built form and character of places. Heritage buildings and sites of particularly high social, cultural, aesthetic or historical significance are listed within a Heritage List. These places are assets that contribute to the identity and appeal of their localities for both residents and visitors, and changes to heritage places must be carefully managed to retain or enhance their heritage values.

The *Heritage of Western Australia Act 1990* requires each local government to maintain a Municipal Heritage Inventory (MHI). The Shire of Mundaring MHI lists many places that contribute to the history and character of the local area and classifies them according to the degree of significance.

The Heritage List is derived from the MHI to provide a higher level of protection for the most significant local places and buildings. Modification of a place on the Heritage List is not permitted without planning approval. Extensions and modern facilities can often be accommodated if they are designed carefully with minimal disturbance to the original structure. 'Like for like' repairs should be undertaken carefully after consultation with the Shire, but will not require planning approval.

Local Planning Scheme No. 4 includes heritage as a matter to be considered by the Shire in determining applications for planning approval, and additional information that may be required with an application for modification of a heritage place. Detailed schedules of materials and finishes will generally be required.

Additional information including specialist studies, heritage impact assessments and street elevations may be required based on the level of significance of the place and the scale and nature of the proposed changes.

### 4.0 LEVELS OF SIGNIFICANCE

The level of significance is one of the matters that the Shire will consider in making a decision on an application for planning approval.

Level of significance	Description	Expectations
Exceptional significance (Heritage List and State Heritage Listed places)	Rare or outstanding example; essential to the heritage of the locality	The place should be retained and conserved. Any alterations or extensions should reinforce the significance of the place and be in accordance with a Conservation Plan if one is in place.
Considerable significance (Heritage List)	High degree of integrity/ authenticity; very important to the heritage of the locality	Conservation of the place is highly desirable. Any alterations or extensions should minimise impacts on the original site or building and reinforce the significance of the place.

Level of significance	Description	Expectations
Moderate significance (Municipal Heritage Inventory)	May have some altered or modified elements, not necessarily detracting from the overall significance; contributes to the heritage of the locality.	Conservation of the place is desirable. Any alterations or extensions should reinforce the significance of the place and retain original fabric where feasible.
Some significance (Municipal Heritage Inventory)	Lower degree of integrity/authenticity but contributes to the heritage of the locality.	Retain elements of the place where feasible. Photographically record prior to major development or demolition.

Heritage places often include the setting or landscape features as well as buildings. Not all buildings within a heritage place will be considered as a heritage building. This will be determined by referring to the place record, together with the heritage assessment where one is required at the time of proposed development.

5.0 ASSESSMENT CRITERIA

The criteria outlined below are to be read in conjunction with the Precinct Plan where one applies; State Planning Policy 3.5 - Historic Heritage Conservation; and the specific place record.

- 5.1 Buildings and structures on the Heritage List should not be demolished or their heritage values diminished by development. Where (in the opinion of the Shire) demolition or substantial change is necessary and unavoidable, then detailed recording in the form of archival record and appropriate interpretation of the site must be undertaken.
- 5.2 Designs for alterations/additions to heritage places should minimise disturbance to the original landscape setting and structure as much as possible and seek to maintain or enhance the specific heritage values identified for that place.
- 5.3 Additions to heritage buildings should be located towards the rear of the property with little or no alteration to elevations facing streets or public land, thereby maintaining the appearance from the public road or approach to the building.
- 5.4 External additions to heritage buildings must reflect the scale and character of the original structure, but be subtly identifiable as later additions.
- 5.5 Internal modifications to heritage buildings should be designed to minimise disturbance to the original structure and fabric, and leave visible traces of the original floor plan and function.
- 5.6 No outbuildings shall be located in the front setback area. Carports and garages must be detached and located to the side or rear of the heritage building, in order to minimise changes to the appearance from the public road or approach to the building.



- 5.7 Driveways and crossovers should generally avoid concrete and bitumen and make use of natural or earth coloured materials appropriate to the setting (such as compacted gravel or red-brown asphalt).
- 5.8 Earthworks should be minimised. Where retaining is necessary, it should be terraced to respond to the natural contours of the land and completed in natural or earth coloured materials appropriate to the setting.
- 5.9 Fences and walls should be reflective of the surrounding landscape and maintain clear and open sightlines between the public road and the heritage place.
- 5.10 Modifications to public buildings to provide modern facilities or improve access for people with disabilities must be sensitively designed to minimise disturbance to the original structure and external appearance.
- 5.11 The Shire will take into account the public benefit of proposed modifications, including adaptation that enables continued access, visitor use and appreciation of the history and significance of the site.
- 5.12 Solar panels, antennas and air conditioning units must be selected carefully, located unobtrusively and painted, finished or framed to minimise the impact on the external appearance of the place.
- 5.13 Where a proposal has been referred to the State Heritage Office the Shire shall have due regard to their advice and recommendations.
- 5.14 Where external modifications or extensions are proposed to a heritage building in a bushfire prone area, the Building Code of Australia will require construction to the relevant Australian Standard (AS3959). The Shire will pay particular attention to the degree to which non-combustible building materials can be adapted and finished to complement the existing structure; the aesthetic impact of the modifications; and the impact of any clearing proposed in order to reduce the bushfire hazard. In some cases the modifications or extensions will not be supported, or the Shire may recommend a reduced or semi-detached addition to minimise the impacts on the heritage values of the original building.

## 6.0 CONDITIONS

Where conditional approval is granted for all or part of the proposal, one or more of the following conditions may be applied in addition to any other planning conditions:

- a) This site is identified as historically significant and a comprehensive series of colour photographs shall be submitted to the Shire, recording the present appearance of buildings and surrounds, before applying for a building permit or undertaking any works.
- b) A detailed archival record is to be made and submitted to the Shire prior to any works being undertaken. This record shall be based on State Heritage Office guidance for preparing archival records and include a site plan at 1:200 scale; a floor plan and elevations at 1:100 scale; and photographs of both the interior and exterior (clear of furnishings or debris).

- c) Detailed plans shall be submitted to the Shire with the application for a building permit, demonstrating how the chosen construction methods will minimise impacts on the existing fabric of the building. The work shall be undertaken in accordance with these plans and using practices that minimise disturbance and damage to the existing structure.
- d) A detailed heritage impact statement shall be submitted to the satisfaction of the Shire before applying for a building permit or undertaking any works, clearly documenting potential impacts and providing specific recommendations to minimise those impacts on the significance of the place. The work shall then be carried out in accordance with the recommendations of the approved heritage impact statement.
- e) The structure shall be freestanding and not cause or require any modification to buildings of heritage significance.
- f) The additions shall be completed and maintained in materials and colours that are consistent with or complementary to adjacent buildings of heritage significance.
- g) On the completion of building and works, landscaping is to be established or reinstated and then maintained to the satisfaction of the Shire, consistent with the existing grounds and landscaping.