

# CITY OF SUBIACO

## PLANNING POLICY 3.4

### Heritage Impact Referrals

**ADOPTION DATE:** 17 December 2013

**AUTHORITY:** TOWN PLANNING SCHEME NO. 4

#### **Statutory background**

This policy is made pursuant to Clause 78 of City of Subiaco Town Planning Scheme No.4 (Scheme).

Division 7 of the City of Subiaco's Town Planning Scheme No 4 (TPS4) provides Council with the ability to declare places as having cultural heritage significance and worthy of conservation by addition to the Register of Places of Cultural Heritage Significance (Scheme Register) and through the declaration of conservation areas.

Clause 27 (4) of the Scheme prescribes that the Council is to have regard to the conservation of places and areas of cultural heritage significance when determining an application for development approval. In order to meet its obligations the Council will from time to time require specific expert advice on heritage matters as part of the planning assessment process.

#### **Purpose**

The purpose of this policy is to address the following matters relating to the seeking of heritage advice.

- (1) When is a heritage impact statement required?
- (2) Who should compile the heritage impact statement?
- (3) What information should the heritage impact statement contain?

In this policy all terms and definitions relating to heritage are based on the terms used in the "The Burra Charter 1999 - the Australia ICOMOS Charter for Places of Cultural Significance."

#### **Application**

This policy applies to development applications, Structure Plans, Detailed Area Plans and Local Planning Scheme amendments.

#### **POLICY**

##### **1 When a heritage impact statement is required.**

1.1 The city will require a heritage impact statement to be prepared in accordance with clause 3 for the following development proposals:

- (1) Complete demolition of a primary structure;

- (2) Places included on the Town Planning Scheme Register of Places of Cultural Heritage Significance.
- (3) Any place within or adjacent to a conservation area.
- (4) Any place adopted on the Local Government Inventory.
- (5) Any place identified as having level 1 significance but not adopted on the Local Government Inventory.

Notwithstanding clause 1.1 (1) Council's Heritage Officer in consultation with the Manager Planning Services may determine that the primary structure proposed for demolition is of no cultural heritage significance. In such cases a heritage impact statement will not be required.

- 1.1.2 The city may require a heritage impact statement for development involving a place listed on the State Register of Heritage Places. This will be determined on a case by case basis at the discretion of Council's Heritage Officer in consultation with the Manager Planning Services.

Notwithstanding the city's requirements applicants of places listed on the State Register of Heritage Places are encouraged to liaise with the State Heritage Office in order to determine whether a heritage impact statement is required as part of the application.

- 1.1.3 In the following cases Council may require the applicant to submit a heritage impact statement prepared by a suitably qualified professional at the owner's expense:

- (1) When the proposed works to a place located within a conservation area do not comply with the relevant planning policy adopted under clause 59 of the Scheme.
- (2) Proposals seeking variations to any requirement of the Scheme or Codes in accordance with Clause 57 of TPS4.

Should the city disagree with any aspect of the heritage impact statement supplied by the applicant the city reserves its right to obtain independent advice from a qualified heritage consultant.

- 1.2 The following development proposals will not require a Heritage Impact Statement :

- (1) Non-structural internal changes
- (2) Small scale new structures on the subject site which are not attached to the building (such as sheds or outbuildings) which are located out of the front setback area.
- (3) Ancillary lightweight structures added to buildings (such as timber patios, sails, pergolas) which are located out of the front setback area.
- (4) Fixtures to buildings (such as antennae, aerials, air conditioning units, solar panels, signs, water tanks), which do not face the street and do not involve any significant alteration to the building (i.e. – are simply fixed to the structure by bolts or nails)

Notwithstanding the above the Manager Planning Services in consultation with the Heritage Officer, may determine that a heritage impact statement is required if the proposal is considered to impact on the heritage significance of the place or locality.

## **2 Who compiles the heritage impact statement**

A Heritage impact statement may be undertaken either:

- In house by a suitably qualified employee of the Council (i.e. Heritage Officer); or
- Independently by a suitably qualified expert heritage consultant engaged by the city.

The decision to request an independent heritage impact statement is at the discretion of the Council's Heritage Officer in consultation with the Manager Planning Services.

Should an applicant be required to submit a heritage impact statement in accordance with clause 1.1.3 of this policy the heritage impact statement must be prepared by a suitably qualified professional at the owner's expense.

## **3 Content of heritage impact statements**

A Heritage Impact Statement will consist of the following components

1. Statement of significance
2. Statement of impact

### **3.1 Statement of significance**

In order to assess the potential heritage impacts of a proposal a comprehensive understanding of the cultural heritage significance of the place or area is fundamental.

The statement of significance for a place can be drawn from:

- (1) A State Register entry;
- (2) A heritage assessment of the place or area;
- (3) A local government inventory place record; or
- (4) Any existing conservation management documents.

If none of these sources exist, or if an existing statement is very brief and gives little useful guidance about the significance of the place and its fabric, Council will require a statement of significance to be prepared.

### **3.2 Preparing a statement of significance**

As a minimum requirement the following research shall be undertaken in the preparation of the statement of significance:

- Research of historical documents (such as rate books, archives etc)
- Site Inspection

Additional research may be required at the discretion of the Council's Heritage Officer.

The statement of significance shall include :

- (1) A description of the place including historical notes and a physical description;
- (2) An assessment of the aesthetic, historic, scientific and social values of the place;
- (3) The level of significance of the place with reference to issues of rarity, representativeness, integrity and authenticity
- (4) A statement of significance defining the identified heritage values of the place.

The Statement of significance shall be prepared in the following format:

Name	
Location	
Heritage Listings	
<b>Physical Description</b>	
<i>Physical description of the place and immediate surroundings</i>	
<b>Historical notes</b>	
<i>Brief summary of documentary evidence</i>	

<b>Heritage Values</b>			
Aesthetic			
Historic			
Social			
Scientific			
<b>Degree of significance</b>			
Rarity			
Representativeness			
Integrity			
Authenticity			
<b>Statement of Significance</b>			
<i>The statement of significance should define the identified heritage values of the place or conservation area.</i>			
<i>It should begin with an introductory paragraph that broadly describes the place or conservation areas as a whole and lists any individual elements or features in the landscape or setting.</i>			
<i>Includes a statement to identify zones of significance within the curtilage, and in particular lists any elements that are of little or no significance, and/or those that are intrusive.</i>			
<b>Level of Significance (The overall significance of the place shall be determined with reference to the issues of rarity, representativeness and integrity, and identified using the categories below)</b>			
Exceptional	Considerable	Some	Little or none

Level of contribution to the significance of a conservation area <i>(to be completed if the place is located within a conservation area)</i>		
Considerable Contribution	Some Contribution	No Contribution
References		

### 3.3 Statement of Impact

The statement of impact describes and evaluates the likely impact of the proposed development on the heritage significance of the place.

The statement of impact should be clear and concise and address the following key questions:

- (1) How will the proposed works affect the significant fabric and heritage character of the place?
- (2) How will the proposed works affect the heritage significance and traditional streetscape character of the conservation area?
- (3) What alternatives (if any) are proposed to ameliorate any adverse impacts?
- (4) Will the proposal result in any heritage conservation benefits that may offset any adverse impacts?

### 3.4 Preparing a statement of impact

The statement of impact shall be prepared in the following format:

Description of proposal
The following aspects of the proposal respect or enhance the heritage significance of the place or conservation area for the following reasons:
The following aspects of the proposal could detrimentally impact on heritage significance and the reasons are explained.
Measures to be taken to minimise impacts:

Conclusion & Recommendation (s)