
Development Approval – INFORMATION SHEET

HERITAGE Development

Enquires and Lodgement

A development application is required for works proposed to a *heritage-protected place* prior to commencing any works. Fees are waived where an application is solely required because a property is a *heritage-protected place*.

Before lodging your application:

- If substantial works are proposed the City recommends applicants seek preliminary advice from a heritage professional and/or engages them to prepare required plans and documentation, including the supporting heritage impact statement;
- Applicants are encouraged to organise a site visit and preliminary discussions the City's team/Heritage Consultant prior to application;
- Prepare a heritage impact statement if required;
- Is the property on the State Heritage Register or Local heritage listed only?

Enquires: planning services 6820 3000 or email planning@albany.wa.gov.au

Lodge: online (preferred) www.albany.wa.gov.au or via email planning@albany.wa.gov.au
In person by visiting the City of Albany 102 North Road, Albany

Once your application is deemed complete, we'll contact the applicant to collect credit card details by phone. *If the application is missing information, we'll contact the applicant to explain what's needed or request modifications.*

Considerations prior to development work on a heritage site

Places on the City's Heritage List are subject to statutory protection under the Planning Regulations. To confirm if a place is included on the City's Heritage List and for more information on managing heritage places please refer to the City's Heritage web page www.albany.wa.gov.au for further information.

All of the provisions of the relevant development application checklist and information sheet may be applicable.

Heritage Impact Statement

Where alterations or additions are proposed to a *heritage-protected place* a heritage impact statement will be required, unless the maintenance, repairs or works are of a minor nature.

Please contact the Planning and Development Services team to clarify and discuss the proposed works and requirements for a development application.

The impact statement is submitted with the development application and should include the following:

- confirm the Level of *Significance* of the place, identified in the place details on the Heritage List;
- include the *Statement of Significance* prepared for the place (outlined in the individual Place Record Form or accessed from the place entry on inHerit);
- describe the works proposed and provide rationale behind the extent of the work proposed;
- outline the potential impact on existing original built fabric and the overall cultural significance of the place;
- outline how the potential impacts will be mitigated/addressed; and

- include details of proposed construction/reconstruction methods and materials and finishes to be used.

Information to assist in completing a heritage impact statement is available from the City's Heritage List, Local Heritage Survey and Place Record Forms (inherit – Heritage Council www.wa.gov.au). Copies of individual Place Record Forms are also available on request through the Planning and Development Services team.

Development works for State Register Places

Development applications for places on the State Register are required to be formally referred to Heritage Council and DPLH for comment, unless the proposed works are minor, or when formal written advice has already been obtained by the proponent, prior to lodgment of a development application.

Please include any formal advice obtained from DPLH, as part of your development application.

For preliminary advice and to confirm if the works require formal referral and/or other additional requirements it is recommended to contact either:

- DPLH Historic Heritage team; or
- the City's Planning and Development Services team.

Development works for Local Heritage Places

Places that are listed on the Local Heritage Survey only and not identified on the City's Heritage List are **not heritage-protected places** and therefore do not have the same level of statutory protections.

However the City encourages the conservation and adaptation of these places where possible, as they contribute to the social and cultural values and history of the locality. For advice on proposed works to a place identified on the Local Heritage Survey, please contact the Planning and Development Services team.

Definitions & explanatory notes:

Please see the City's Heritage web page www.albany.wa.gov.au for further information. For links to state heritage guidelines, publications, strategies and policies see www.wa.gov.au.