

HERITAGE MINOR AND MAINTENANCE WORKS APPLICATION FORM

About this form

You must get written advice from Council before starting any work. Use this form to get written advice from Council that development consent for minor and maintenance works to your heritage item is not needed under clause 5.10(3) of the Fairfield Local Environmental Plan 2013. The advice is free.

For State Heritage Items :

There are two types of exemptions which can apply to a heritage item listed on the State Heritage Register:

1. Standard exemptions for all items on the State Heritage Register.
2. Site specific exemptions for a particular heritage item can be approved by the Minister on the recommendation of the Heritage Council.

You can use this form to seek an exemption which will be assessed using the Heritage Council of New South Wales guideline "Heritage Information Series, Standard Exemption" published 19/10/2020. For more information on the type of permits and approvals required for State Heritage Items go to: Heritage NSW webpage (<http://heritage.nsw.gov.au/permits-and-approvals/>).

For Local Heritage Items :

Minor and maintenance works in relation to a heritage item, Aboriginal object, or Aboriginal place of heritage significance, or a building, work, archaeological site, tree or place within a heritage conservation area, means ongoing protective care, but does not include the removal or disturbance of existing fabric, alterations or the introduction of new materials or technology.

Before you complete this form, you must contact Council's Strategic Land Use Planning Division on 9725 0222 for advice from the Heritage Advisor.

Property description

House / unit no.	Lot:	Section:	DP / SP:
Street:			
Suburb:			

Existing use

Please provide details as to the existing use of the site and/or buildings :

- Residential Commercial Community (eg: place of public worship)
- Other : _____

Preliminary advice

The proposed work is to be discussed with Council's Heritage Officer prior to you lodging this application form with Council.

- i. Have you discussed the proposal with Council's Heritage Officer? Yes No
- ii. What type of discussion was held?
- Meeting on site Meeting at Council Phone conversation
- Correspondence (such as an email or letter)

Name of Heritage Officer _____ Date of discussion ____/____/____

Independent advice

- i. Have you obtained the advice of a heritage consultant? Yes No

Owners details and consent

Please note that this application cannot be accepted without all applicant and registered owner's signatures. Any personal information that you provide on this form will be used by members of Council staff to process this application. The provision of this information is deemed to be voluntary. However, if you do not provide the information requested on this form, Council may be unable to process your application in a timely manner. Please note that information collected by Council in relation to development applications and associated documents is open access information that may be obtained by members of the public under the Government Information Public Access Act 2009.

As owner(s) of the land to which this application relates, I/we consent to this application.

Title:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other
Given Name/s:		
Surname:		
Address:		
	Postcode:	Postcode:
Contact details:	Mobile or home :	Mobile or home :
	Email :	Email :
Signature:		

Title:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other
Given Name/s:		
Surname:		
Address:		
	Postcode:	Postcode:
Contact details:	Mobile or home :	Mobile or home :
	Email :	Email :
Signature:		

NB: If there are more than four owners, please copy this page and provide the additional signatures. A supporting letter granting consent to the application will also be accepted.

Applicant

In submitting this application I declare that all the information that I have provided is true and correct.

Title:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other	
Given Name/s:		
Surname:		
Address:		
Contact details:	Work:	Mobile:
E-mail:		
Signature:	Date / /	

Fairfield City Council Use Only

Application accepted by :

Duty Officer [] Date : / /

Customer Service Officer [] Date : / /

Heritage Officer review :

i. Type of preliminary discussion held with Council :

- Meeting on site - date of meeting ___/___/___
Meeting at Council - date of meeting ___/___/___
Phone conversation - date of call ___/___/___

ii. Type of preliminary written advice following discussion :

- Letter - Objective reference _____
Email - Objective reference _____

iii. Heritage listing :

- Heritage item (State) #
Heritage item (local)
Archaeological site (State) #
Conservation area

NB:

- General conditions apply to all of the exemptions listed within the Heritage Council of New South Wales guidelines "Heritage Information Series - Standard Exemptions "
If it is unclear whether proposed development satisfies the requirements of these exemptions, an application will be required under section 60 of the Heritage Act for State Heritage Items.
Anything done pursuant to exemptions must be carried out in accordance with relevant Guidelines issued by the Heritage Branch including "The Maintenance of Heritage Assets: A Practical Guide" 1998, "Movable Heritage Principles" 2000 and "The Heritage Council Policy on Managing Change to Heritage Items".

iv. Planning instrument :

- Fairfield Local Environmental Plan, Clause 5, 10(3)
State Environmental Planning Policy (Western Sydney Parklands) 2009, Clause 15(3)

v. Letter to applicant :

Word version (proforma A2987026) : Objective reference _____

vi. Written advice to applicant / owner :

- Posted : Objective reference _____
Emailed : Objective reference _____

Notes :

Four horizontal dotted lines for notes.

(Name) (Signature) (Date)