



APPLICATION FOR MAINTENANCE AND/OR MINOR WORKS AFFECTING A HERITAGE ITEM OR HERITAGE CONSERVATION AREA

Revision Date. 3/11/2016

Please ensure forms are saved into Trim within the collective:
TRIM: COL16/607

Under the Cessnock Local Environmental Plan 2011 clause 5.10 (3) development consent for works on a heritage item or in a heritage conservation area is not required if:

- (a) *the applicant has notified the consent authority of the proposed development and the consent authority has advised the applicant in writing before any work is carried out that it is satisfied that the proposed development:*
 - (i) *is of a minor nature or is for the maintenance of the heritage item, Aboriginal object, Aboriginal place of heritage significance or archaeological site or a building, work, relic, tree or place within the heritage conservation area, and*
 - (ii) *would not adversely affect the heritage significance of the heritage item, Aboriginal object, Aboriginal place, archaeological site or heritage conservation area, or*
- (b) *the development is in a cemetery or burial ground and the proposed development:*
 - (i) *is the creation of a new grave or monument, or excavation or disturbance of land for the purpose of conserving or repairing monuments or grave markers, and*
 - (ii) *would not cause disturbance to human remains, relics, Aboriginal objects in the form of grave goods, or to an Aboriginal place of heritage significance, or*
- (c) *the development is limited to the removal of a tree or other vegetation that the Council is satisfied is a risk to human life or property, or*
- (d) *the development is exempt development.*

This generally includes 'like for like' replacement/rectification works and does not include new intrusions into the building. Applications cannot be made for works already or partially completed.

Council's Heritage Advisor is available to discuss your plans prior to lodgement. Please call Strategic Land Use Planning on 02 4993 4127 to schedule an appointment.

PART 1 – APPLICANT DETAILS

First name	
Surname	
Address	
Phone	
Email	
Signature	

PART 2 – PROPERTY DETAILS

House Number		Street	
Suburb		Postcode	
Lot		Section	DP
Lot		Section	DP
Heritage Item / conservation area			

PART 3 – OWNERS CONSENT

OWNER 1

Owner(s) Name	
Address	
Company	
ABN	
Phone Number	

Owner(s) Signature	
Date	
OWNER 2	
Owner(s) Name	
Address	
Company	
ABN	
Phone Number	
Owner(s) Signature	
Date	

PART 4 – DEVELOPMENT DETAILS

1. What is the current use of the site?

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2. Detailed description of the proposed development.

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3. What material do you propose to use?
Include colours, gutter type, instillation method and any other specification on how the works will be undertaken.

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4. When do you expect to complete this work?

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5. Estimated cost of the proposed development?

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6. Have you discussed your plans with a Council officer?

Yes	No	Name		Date	/	/
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PART 5 - APPLICANTS DECLARATION

I declare that all the information given is true and correct:

Applicants Name						
Signature		Date				
Applicants Name						
Signature		Date				

PRIVACY NOTIFICATION

Personal and private information supplied to Council is managed in compliance with the Privacy and Personal Information Protection Act 1998. The supply of this information is not voluntary, as it is required by law in order to process your application/request. The intended recipients of the personal information are Officers within the Council, agents/contractor of the Council and other statutory authorities. You may apply for access or amendment to your personal information held by Council. You may also request that Council suppresses your personal information from a public register. If you have any further enquiries concerning this matter, contact Council on (02) 4993 4300, or the Information and Privacy Commission 1800 472679 or email <mailto:ipcinfo@ipc.nsw.gov.au> or the website www.ipc.nsw.gov.au.

OFFICE USE ONLY

The development described on this form has been assessed by Cessnock City Council under clause 5.10 (3) of the Cessnock Local Environmental Plan 2011. Council is satisfied that it is development of a minor nature, or maintenance which will not adversely affect the heritage significance of the heritage item or property within a heritage conservation area.

Endorsed	Not endorsed	Additional Information Required
Approved by:		
Position:		
Letter issued:		
Date:		