

Report to the Future Melbourne (Planning) Committee

Agenda item 6.3

Draft Heritage Design Guide and draft Heritage Owner's Guide for targeted stakeholder engagement

18 February 2020

Presenter: Kate Dundas, Acting Director City Strategy

Purpose and background

1. The purpose of this report is to seek Future Melbourne Committee's endorsement of two draft heritage guidance documents for key targeted stakeholder consultation: the Heritage Design Guide (Attachment 2) and Heritage Owner's Guide (Attachment 3). The documents offer practical and proactive support to owners of heritage properties, developers and consultants and seek to improve heritage outcomes in the City. They deliver on a key action of the Heritage Strategy.

Key issues

2. The draft Heritage Design Guide uses illustrations and photographs to visually communicate the heritage policies contained in Amendment C258, the Heritage Policies Review. The wording of the Design Guide is based on the Amendment C258 heritage policies. If Amendment C258 is adopted by Council, and successfully proceeds to gazettal, an updated, final guide will be presented to the Future Melbourne Committee for final endorsement.
3. The draft Heritage Owner's Guide is for heritage property owners and focuses on why a place is in the Heritage Overlay and what that means in practice. It explains Council's obligations for protecting heritage, and has information on applying for planning permits and responds to other frequently asked questions. There are also links for support and more information. The definitions in the Guide will be finalised upon gazettal of Amendment C258.
4. The draft Heritage Design Guide was informed by external stakeholder consultation with the Office of the Victorian Government Architect, Heritage Victoria and the National Trust. The draft Heritage Owner's Guide was significantly influenced by a focus group of heritage place owners.

Recommendations from management

5. That the Future Melbourne Committee:
 - 5.1 Endorses the draft Heritage Design Guide (refer Attachment 2 of the report from management) for targeted stakeholder engagement.
 - 5.2 Endorses the draft Heritage Owner's Guide (refer Attachment 3 of the report from management) for targeted stakeholder engagement.
 - 5.3 Notes that the final versions of the guides will be presented to the Future Melbourne Committee following the gazettal of Amendment C258 by the Minister for Planning.
 - 5.4 Authorises the Acting General Manager, Strategy Planning and Climate Change to make any further minor editorial changes to the guides if required.

Attachments:

1. Supporting Attachment (Page 2 of 81)
2. Draft Heritage Design Guide (Page 4 of 81)
3. Draft Heritage Owner's Guide (Page 64 of 81)

Supporting Attachment

Legal

1. Legal advice has been provided in respect to both guides.

Finance

2. There are no financial implications of the recommendation. The cost of printing the Heritage Design Guide is included in City Strategy's 2019-20 budget.

Conflict of interest

3. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

Health and Safety

4. In developing this proposal, no Health and Safety issues or opportunities have been identified.

Stakeholder consultation

5. In September 2019, a focus group of owners of heritage places in the municipality considered the draft content of the draft Heritage Owner's Guide. The final content of the Guide was significantly influenced by the focus group who also commented on the revised text.
6. A meeting was held with officers from the Office of the Victorian Government Architect, Heritage Victoria, the Department of Environment, Land, Water and Planning and the National Trust in December 2019 to provide feedback on the draft Heritage Design Guide. Further targeted consultation for both guides is proposed following Future Melbourne Committee.

Relation to Council policy

7. The recommendation is consistent with Goal 8: A city planning for growth.
8. The recommendation addresses item 3.11 in Council's adopted *Heritage Strategy 2013*.
9. The protection of heritage is one of the objectives of planning in Victoria. Section 4(1)(d) of the Act is: "to conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value."
10. Council's Municipal Strategic Statement has a number of Objectives and strategies relating to heritage protection. Clause 21.06-2 includes the following:
 - *Objective 1 To conserve and enhance places and precincts of identified cultural heritage significance.*
 - *Strategy 1.1 Conserve, protect and enhance the fabric of identified heritage places and precincts.*
 - *Strategy 1.2 Support the restoration of heritage buildings and places.*
 - *Strategy 1.3 Maintain the visual prominence of heritage buildings and landmarks.*
 - *Strategy 1.4 In heritage precincts protect heritage buildings, subdivision patterns, boulevards and public open space.*
 - *Strategy 1.5 Protect the significant landscape and cultural heritage features of the City's parks, gardens, waterways and other open spaces.*

- *Strategy 1.6 Within heritage precincts and from adjoining areas protect buildings, streetscapes and precincts of cultural heritage significance from the visual intrusion of new built form both.*
- *Strategy 1.7 Protect the scale and visual prominence of important heritage buildings, landmarks and heritage places, including the Shrine of Remembrance, Parliament House and the World Heritage Listed Royal Exhibition Building and Carlton Gardens.*
- *Strategy 1.8 Maintain cultural heritage character as a key distinctive feature of the City and ensure new development does not damage this character.*

Environmental sustainability

11. The identification, conservation and integration of the heritage fabric can reduce building demolition and new construction waste, and conserve the embodied energy of existing buildings.

DRAFT FOR ENGAGEMENT
FEBRUARY 2020



HERITAGE DESIGN GUIDE

Acknowledgement of Traditional Owners

The City of Melbourne respectfully acknowledges the Traditional Owners of the land, the Boon Wurrung and Woiwurrung (Wurundjeri) people of the Kulin Nation and pays respect to their Elders, past and present.

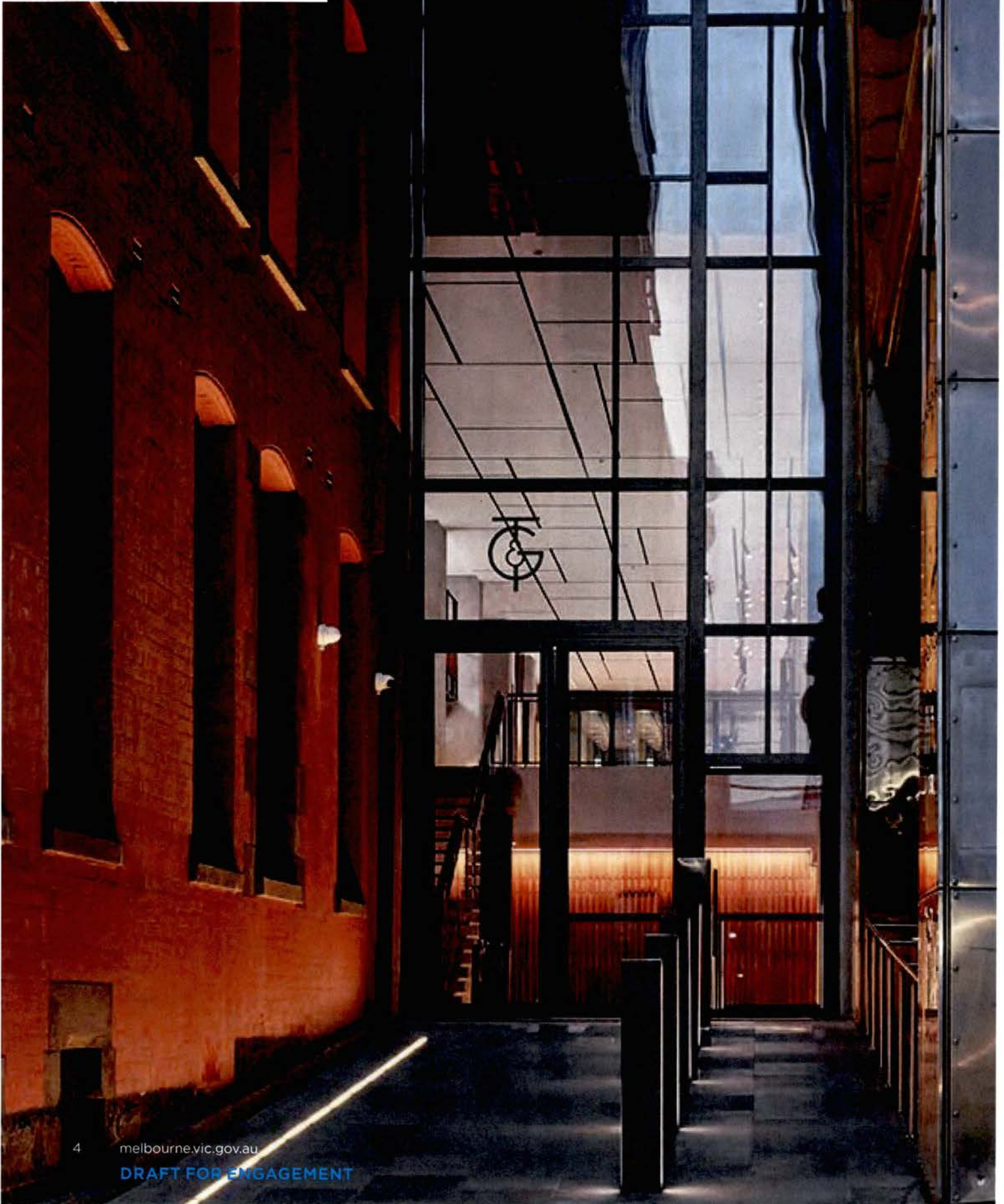
CONTENTS

Introduction	5
Heritage design matters	6
Heritage policy objectives	8
Heritage place	10
Demolition	12
Alteration	17
Additions	23
New buildings	31
Restoration and reconstruction	43
Subdivision	44
Relocation	45
Vehicle accommodation and access	46
Fences and gates	48
Trees	49
Services and ancillary fixtures	50
Street fabric and infrastructure	51
Signage	52
Definitions	54
Image credits	59

When contemporary design respects but does not imitate the heritage context, it can be compatible with heritage places.

161 Collins Street, Melbourne

Bates Smart



INTRODUCTION

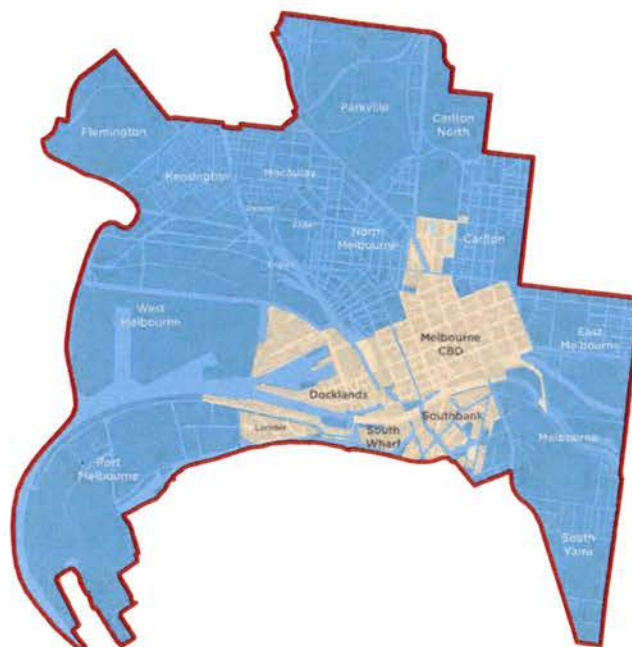
The Heritage Design Guide has been prepared by the City of Melbourne to support interpretation of the heritage policies within the Melbourne Planning Scheme. The heritage policies are as follows:

- Clause 22.04 - Heritage places within the Capital City Zone
- Clause 22.05 - Heritage places outside the Capital City Zone

The guide uses illustrations and photos as examples to visually communicate the intent of the heritage policies. The photo captions and illustration annotations specifically outline the policy requirements achieved or not achieved in each example.

This guide applies to all places within the heritage overlay within the City of Melbourne; however, the sections of this guide titled 'outside of the CCZ' only apply outside of both the Capital City Zone (CCZ) and the Docklands Zone (DZ).

The Heritage Design Guide must be read in conjunction with the Melbourne Planning Scheme including but not limited to relevant heritage policies. The Planning Scheme takes precedence over the Guide. All diagrams and photographs are for illustrative purposes and the outcome of a proposal will depend on the individual site context and circumstances.



— City of Melbourne boundary
 ■ Outside of Capital City Zone (CCZ) and Docklands Zone (DZ)
 ■ Capital City Zone (CCZ) and Docklands Zone (DZ)

HERITAGE DESIGN MATTERS

Melbourne's rich legacy of heritage buildings and precincts make it a distinctive place to live, work and visit. The central area of the Melbourne, the Hoddle Grid, was laid out by surveyor Robert Hoddle in 1837 and remains the civic heart of the city. Melbourne is renowned as one of the world's great Victorian gold rush cities.

Melbourne's Planning Framework identifies heritage as a defining characteristic of the municipality. Heritage places encompass both individual heritage places and heritage precincts. These places are variously of heritage value for their historic, aesthetic, social, spiritual and scientific significance. They include residential and non-residential places, public parks and gardens, trees and infrastructure.

Heritage places and change

Heritage places can teach us about our past, such as historical movements and how they influenced design (e.g.. Arts and Crafts and Modernism), the ethics and standards of the past in building typologies (e.g.. Churches, schools and institutions) and construction methods (e.g.. building heights and the curtain wall). Although Melbourne has retained many Victorian era buildings, more recent waves of development have created a layered urban environment where time can be "read" in the materials, styles and ages.

"Contemporary architecture and innovative design is an important part of the contextual approach to heritage fabric because it adds to the existing diversity and layering of architectural styles over time. This layering, which can retain heritage from successive periods, is a defining feature in Victoria's heritage."

Good Design and Heritage - OVGA

Further information

- Further information is provided in the Office of the Victorian Government Architect's publication *Good Design and Heritage*, OVGA, 2016: http://ovga.vic.gov.au/images/17008_07_Good_Design_and_Heritage_221117_Web.pdf.
- *Heritage Buildings and Sustainability*, Heritage Victoria, 2009: https://www.heritage.vic.gov.au/___data/assets/pdf_file/0018/61533/Sustainability_Heritage_tech_-leaflet.pdf
- The Burra Charter defines the basic principles and procedures to be followed in the conservation of Australian heritage places. Australia ICOMOS, 2013: <https://australia.icomos.org/wp-content/uploads/The-Burra-Charter-2013-Adopted-31.10.2013.pdf>

Design in a heritage context

When good contemporary design respects but does not imitate the heritage context, it can be compatible with heritage places. City of Melbourne supports design excellence and is currently promoting this through the Draft Design Excellence Program 2019-2029.

The adaptation of heritage buildings presents a design opportunity for architects and designers to find innovative solutions that respect the heritage fabric in a contemporary context. As development pressure increases in Melbourne, more heritage buildings are being reused, producing some excellent examples of developments combining high quality contemporary design with heritage significance.

"Good design should complement existing heritage buildings or conservation areas by respecting historic character, by adapting or contrasting it without overwhelming heritage values. Infill buildings should complement the existing built form and leave a valuable legacy for the future. The careful consideration of scale, massing, setbacks and fine-grain streetscapes is critical when designing within a heritage context. An informed design response relies on understanding heritage values and addressing opportunities and constraints that arise from these."

Good Design and Heritage - OVGA

Heritage places and sustainability

The retention of heritage buildings can help minimise a site's carbon footprint by limiting the loss of embodied energy associated with demolition and new construction. Heritage builds can often be upgraded to a higher environmental performance without change to heritage fabric. With clever design heritage characteristics will enhance ESD outcomes. For example double brick construction can maintain more stable internal temperatures and smaller floor-plates can help optimise the amount of natural daylight internally.

Heritage places can be adapted to incorporate new environmental features to significantly improve their performance, such as solar panels, insulation, draught-proofing, energy efficient heating and hot water systems, water tanks, installation of high performance glazing (depending on the significance of existing glazing).

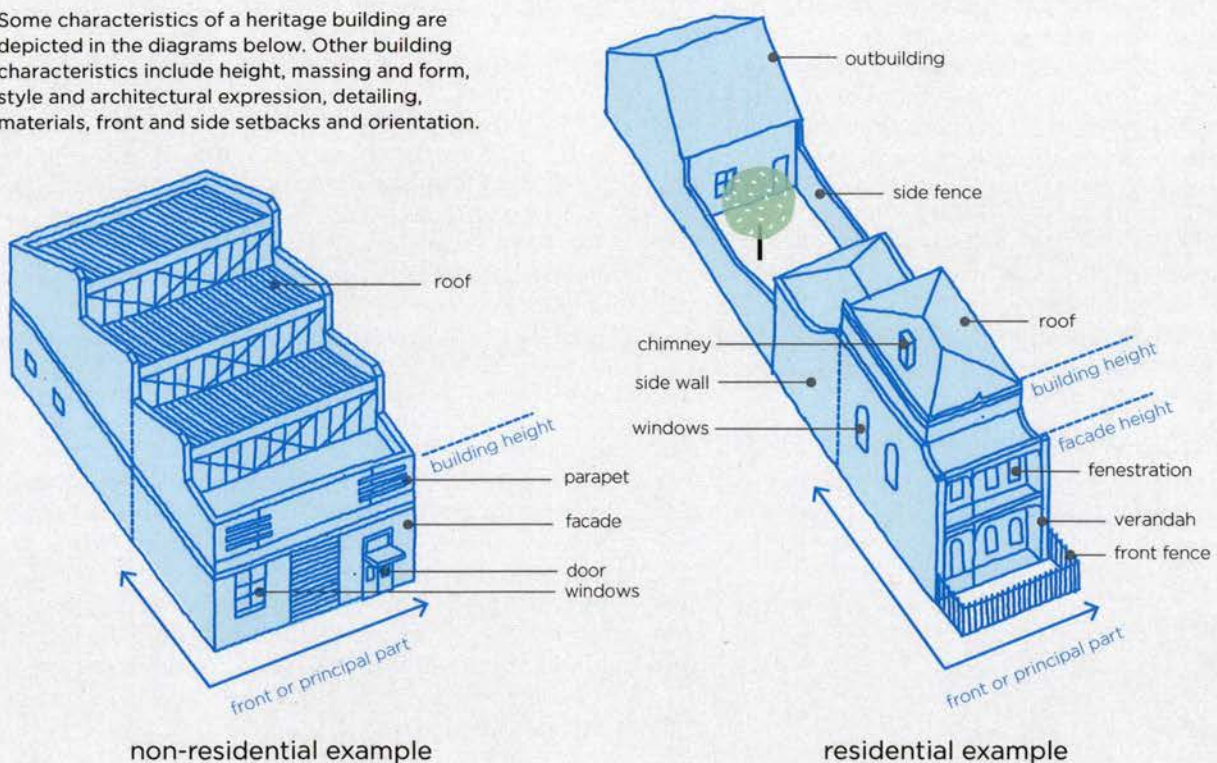
The value of heritage

Heritage places distinguish cities by adding authenticity and distinction to urban experiences. Distinct character and city identity is vitally important to attracting visitors and investment. In the year ending June 2019, 43% of international overnight visitors to the City of Melbourne visited a heritage building, site or monument.

Heritage places help make cities more people-centred, more sustainable and more resilient to changing economies, ensuring the amenity, human scale and tactility of the city. Retention of heritage buildings helps to ensure a greater diversity of tenancies, businesses and household types, providing the city with different land uses and communities.

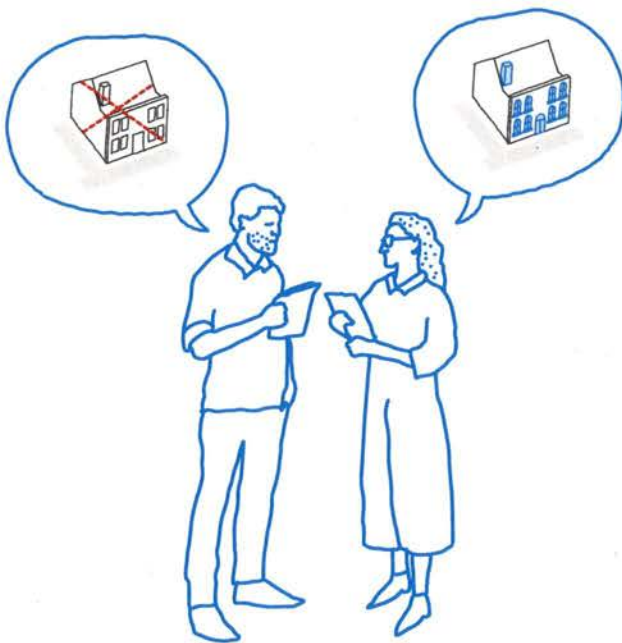
Building characteristics

Some characteristics of a heritage building are depicted in the diagrams below. Other building characteristics include height, massing and form, style and architectural expression, detailing, materials, front and side setbacks and orientation.



HERITAGE POLICY OBJECTIVES

The following pages contain illustrations and photos to visually communicate heritage policies within the Melbourne Planning Scheme.



The objectives of the heritage policies are as follows:

- To conserve and enhance Melbourne's heritage places.
- To retain fabric, which contributes to the significance, character or appearance of heritage places and precincts.
- To recognise and conserve the assessed significance of heritage places and streetscapes, as referenced in this policy or incorporated into this planning scheme as the basis for consideration of development and works. Further information may be considered, including in relation to streetscapes, where there is limited information in the existing citation or Council documentation.
- To ensure new development is respectful of the assessed significance of heritage places.
- To ensure new development is respectful of the character and appearance of heritage places.
- To encourage high quality contextual design for new development, which avoids replication of historic forms and details.
- To encourage retention of the three dimensional fabric and form of a building.
- To discourage facadism.
- To encourage the adaptive reuse of heritage places.
- To ensure new development is consistent with the conservation principles, processes and practices of the Australia ICOMOS Burra Charter.
- To enhance the presentation and appearance of heritage places through restoration and, where evidence exists, reconstruction of original or contributory fabric.
- To protect significant views and vistas to heritage places.
- To promote the protection of Aboriginal cultural heritage.

Heritage policy categories

This guide covers the following categories within the heritage policies:



Demolition pg.12



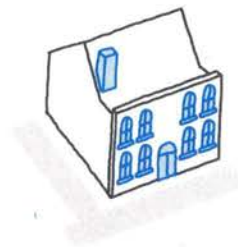
Alterations pg.17



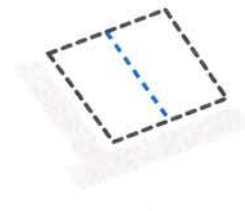
Additions pg. 23



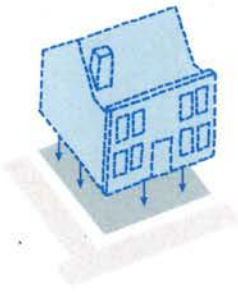
New buildings pg. 31



Restoration and Reconstruction pg. 43



Subdivision pg. 44



Relocation pg. 45



Vehicle accommodation and access pg. 46



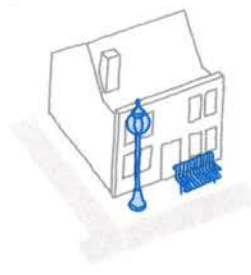
Fences and gates pg. 48



Trees pg. 49



Services and ancillary fixtures pg. 50



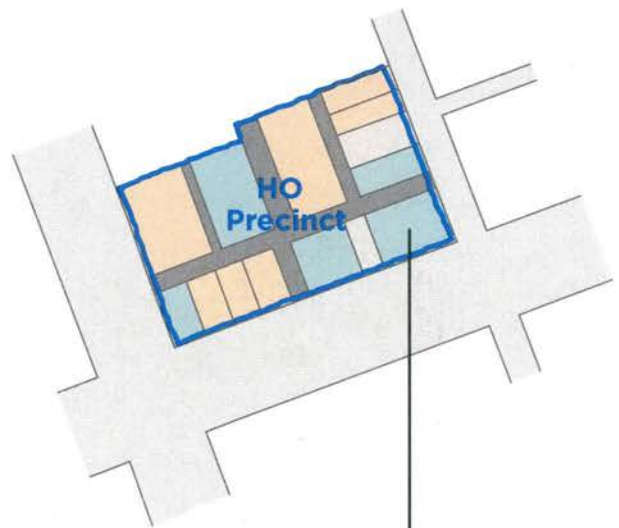
Street fabric and infrastructure pg. 51



Signage pg. 52

HERITAGE PLACE

A heritage place has been assessed to have natural or cultural heritage value and can include a site, area or space, building or other works, structure, group of buildings, precinct, archaeological site, landscape, garden or tree.



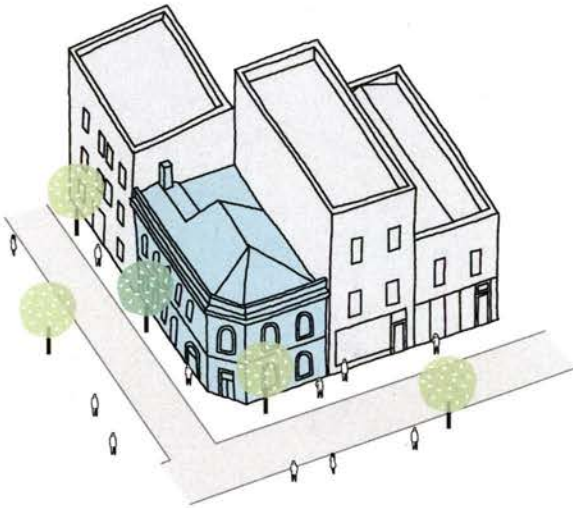
Heritage precinct

A heritage precinct is an area which has been identified as having heritage value. It is identified as such in the Schedule to the Heritage Overlay and mapped in the Planning Scheme Heritage Overlay Maps.



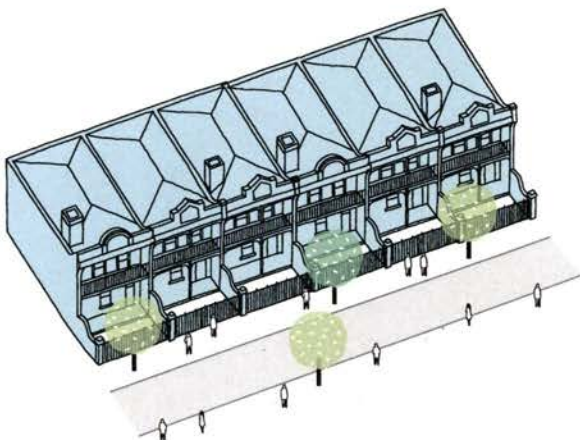
Individual heritage place

An individual heritage place is equivalent to a significant heritage place. It may be categorised significant within a heritage precinct. It may also have an individual Heritage Overlay control, and be located within or outside a heritage precinct.



Significant streetscape

Significant streetscapes are collections of buildings outstanding either because they are a particularly well preserved group from a similar period or style, or because they are a collection of buildings significant in their own right.



Significant heritage place

A significant heritage place is individually important at state or local level, and a heritage place in its own right. It is of historic, aesthetic, scientific, social or spiritual significance to the municipality. A significant heritage place may be highly valued by the community; is typically externally intact; and/or has notable features associated with the place type, use, period, method of construction, siting or setting. When located in a heritage precinct a significant heritage place can make an important contribution to the precinct.



Contributory heritage place

A contributory heritage place is important for its contribution to a heritage precinct. It is of historic, aesthetic, scientific, social or spiritual significance to the heritage precinct. A contributory heritage place may be valued by the community; a representative example of a place type, period or style; and/or combines with other visually or stylistically related places to demonstrate the historic development of a heritage precinct. Contributory places are typically externally intact, but may have visible changes which do not detract from the contribution to the heritage precinct.



Non-contributory place

A non-contributory place does not make a contribution to the cultural significance or historic character of the heritage precinct.

DEMOLITION

Demolition of a building

It is policy that:

- The demolition of a non-contributory place will generally be permitted.
- Full demolition of significant or contributory buildings will not generally be permitted.
- Partial demolition in the case of significant buildings, and of significant elements or the front or principal part of contributory buildings will not generally be permitted.
- The poor structural or aesthetic condition of a significant or contributory building will not be considered justification for permitting demolition.
- A demolition permit not be granted until the proposed replacement building or works have been approved.

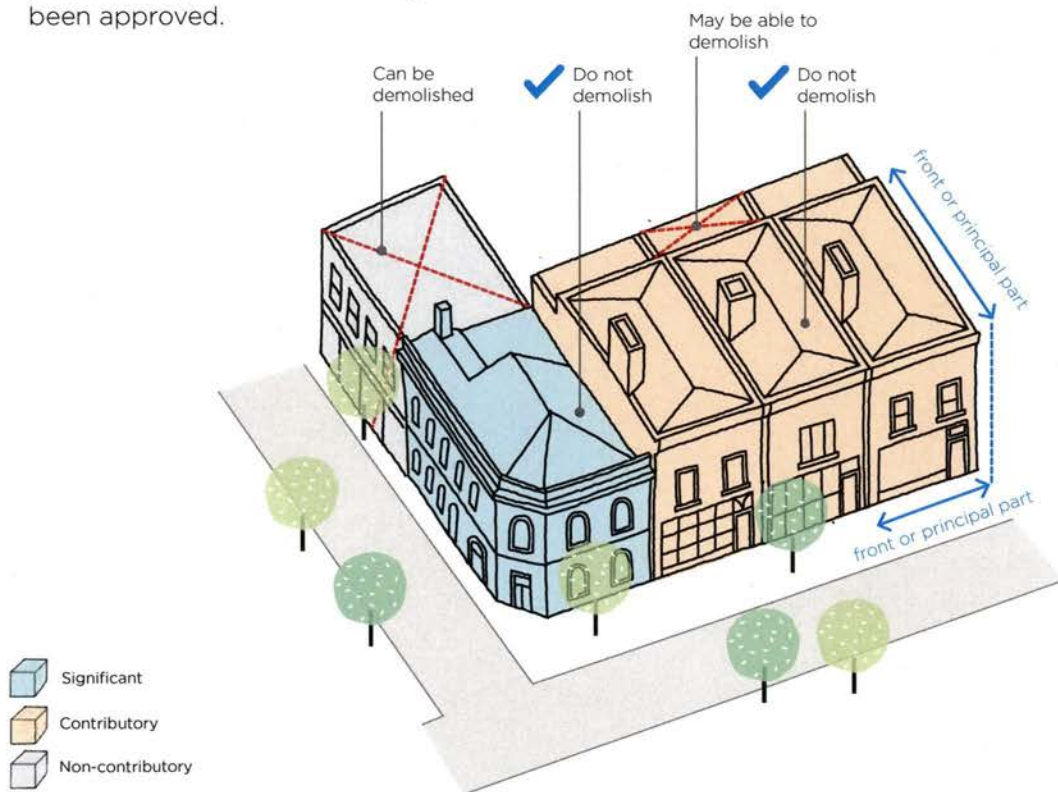


Figure 2 Demolition



Retention of three dimensional form

It is policy that:

- Retention of the three dimensional form is encouraged; facadism is discouraged.
- The adaptive reuse of a heritage place is encouraged as an alternative to demolition.

Facadism

The retention of the exterior face/faces of a building without the three dimensional built form providing for its/ their structural support and understanding of its function.

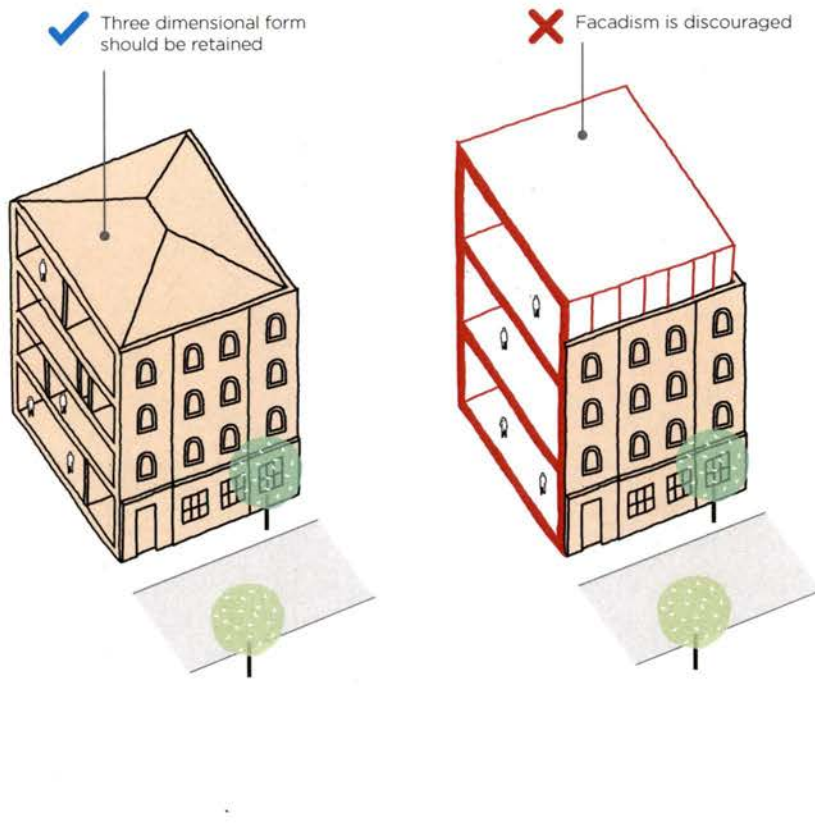
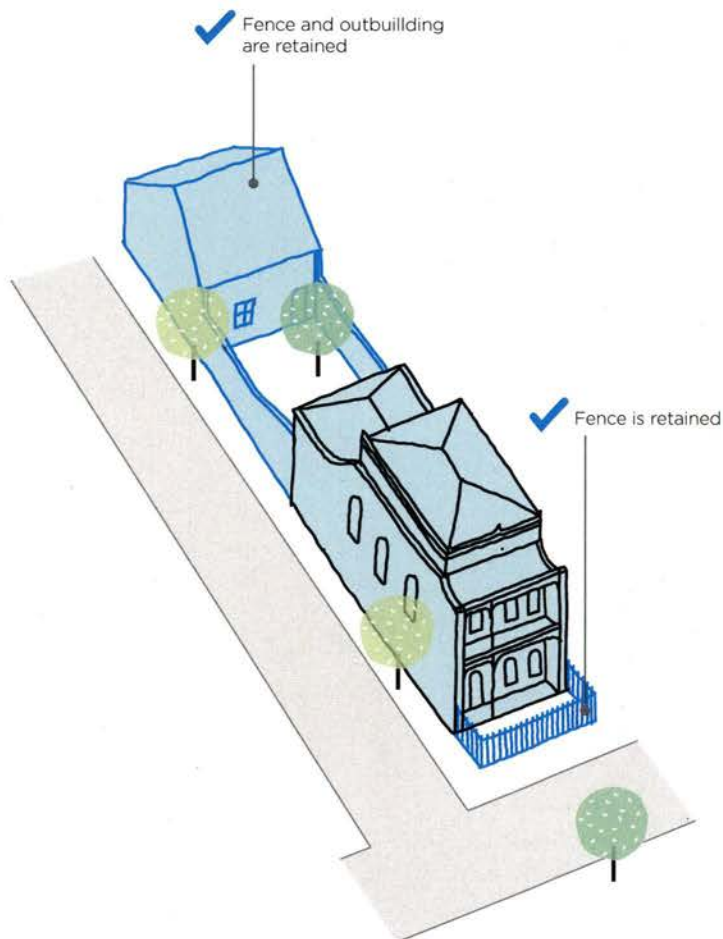


Figure 3 Retention of three dimensional form

Demolition of fences and outbuildings

It is policy that:

- Fences and outbuildings which contribute to the cultural significance of the heritage place are not demolished.






-  Significant
-  Contributory
-  Non-contributory

Figure 4 Demolition of fences and outbuildings

Decision guidelines

Before deciding on an application for full or partial demolition, the responsible authority will consider, as appropriate:

- The assessed significance of the heritage place or building.
- The character and appearance of the proposed building or works and their effect on the historic, social and architectural values of the heritage place, and the street.
- The significance of the fabric or part of the building, and the degree to which it contributes to its three-dimensional form, regardless of whether it is visible.
- Whether the demolition or removal of any part of the building contributes to the long-term conservation of the significant fabric of the building.
- Whether the demolition will adversely affect the conservation of the heritage place.
- Whether there are any exceptional circumstances.

Where approval is granted for full demolition of a significant building, a recording program including, but not limited to, archival photographic recording and/or measured drawings may be required prior to demolition, to the satisfaction of the responsible authority.

The alterations to the non-contributory place are respectful of contextual attributes.

Brunetti, Flinders Lane, Melbourne
Technē





ALTERATIONS

External fabric

It is policy that:

- External fabric which contributes to the cultural significance of the heritage place, on any part of a significant building, and on any visible part of a contributory building, should be preserved.
- Alterations to non-contributory buildings and fabric are respectful of, and do not detract from the assessed significance of the heritage precinct.

Fabric

Fabric means all the physical material of the heritage place.

Cultural significance

Cultural significance means aesthetic, historic, scientific, social or spiritual value for past, present or future generations.

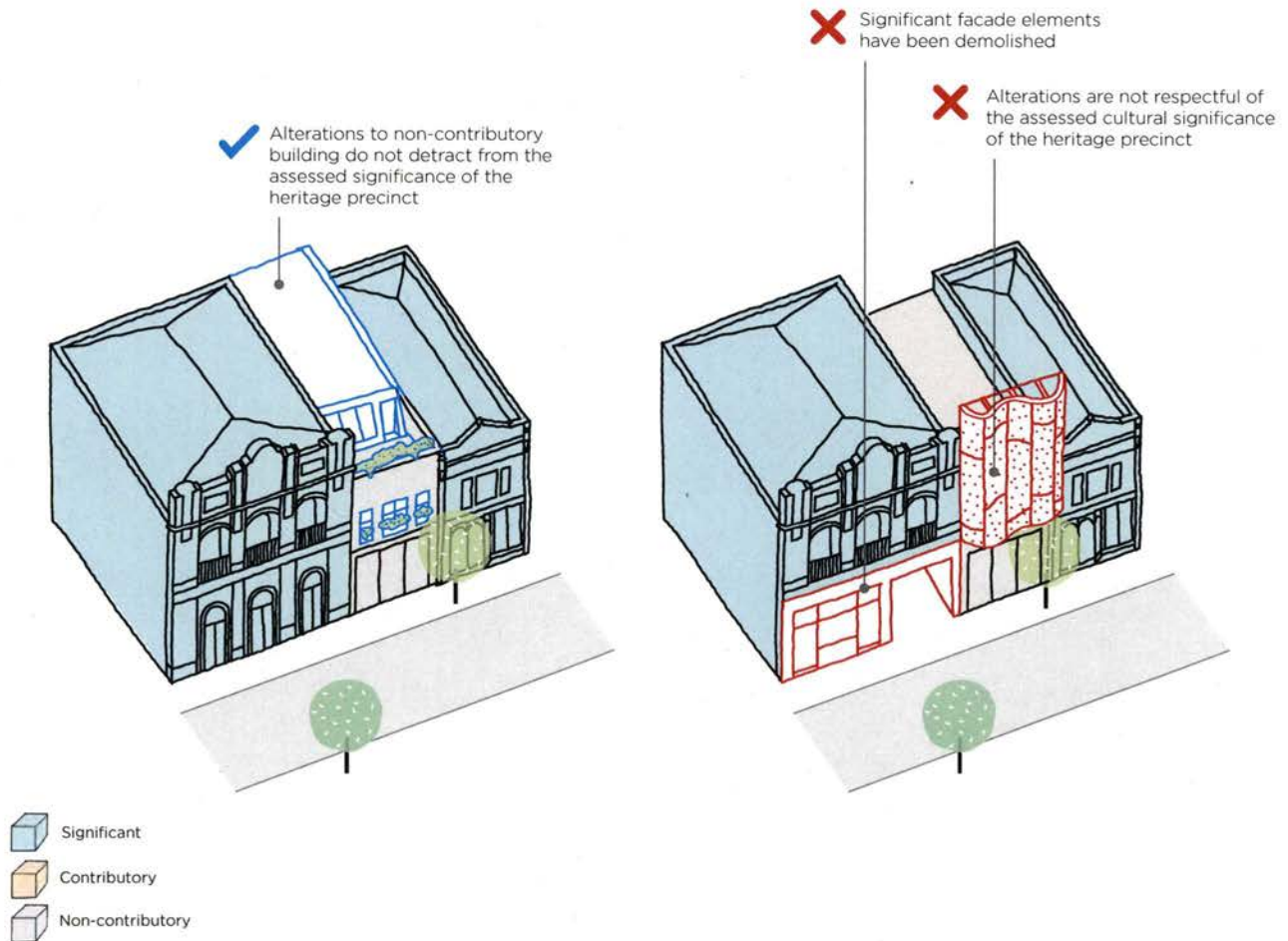


Figure 5 External fabric

Verandahs or awnings

It is policy that:

- Reconstruction of an original awning or verandah is based on evidence of the original form, detailing and materials.
- Any new awning or verandah is an appropriate contextual design response compatible with the location on the heritage place and one that can be removed without loss of fabric that contributes to the cultural value of the heritage place.

Contextual design

A contextual design for new buildings and additions to existing buildings is one which adopts a design approach, derived through analysis of the subject property and its heritage context. Such an approach requires new development to comfortably and harmoniously integrate with the site and the street character.

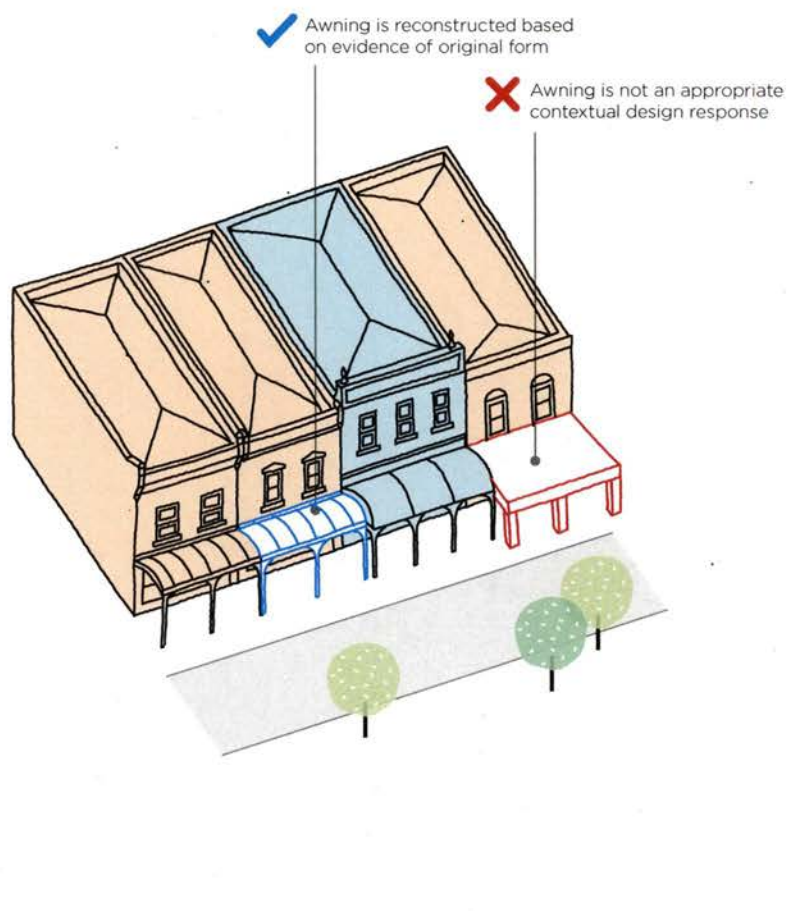


Figure 6 Verandahs or awnings



Figure 7 550 Queensbury Street before and after awning reconstruction.

Surfaces

It is policy that:

- Sandblasting of render, masonry or timber surfaces and painting of previously unpainted surfaces will not generally be permitted.
- Removal of paint from original unpainted masonry or other surfaces be encouraged provided it can be undertaken without damage to the heritage place.

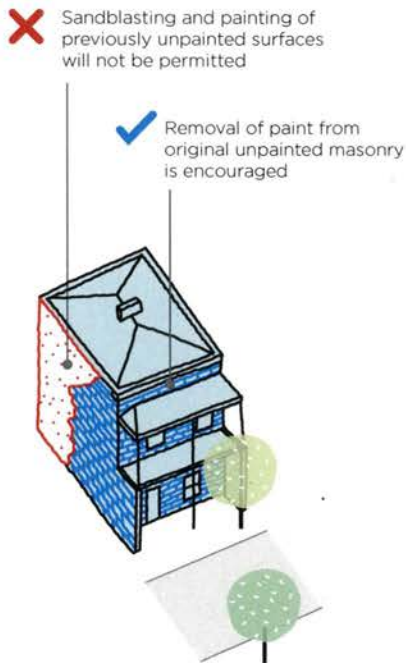


Figure 9 Morrah Street, Parkville - before and after paint removal

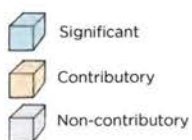


Figure 8 Surfaces

Decision guidelines

Before deciding on an application to alter the fabric of a significant or contributory building, the responsible authority will consider, as appropriate:

- The assessed cultural significance of the building and heritage place.
- The degree to which the alterations would detract from the significance, character and appearance of the building and heritage place.
- Its structural condition.
- The character and appearance of the proposed replacement materials.
- Whether the alterations can be reversed without loss of fabric which contributes to the significance of the heritage place.

The commercial addition to the original heritage building uses materials and architectural expression that are respectful of precinct characteristics.

Equity Chambers, Bourke Street, Melbourne

Bates Smart





ADDITIONS

Additions in a heritage precinct

It is policy that:

Additions to buildings in a heritage precinct are respectful of and in keeping with:

- 'Key attributes' of the heritage precinct, as identified in the precinct Statement of Significance.
- Precinct characteristics including building height, massing and form; style and architectural expression; details; materials; front and side setbacks; and orientation.
- Character and appearance of nearby significant and contributory buildings.
- Where abutting a lane, the scale and form of heritage fabric as it presents to the lane.

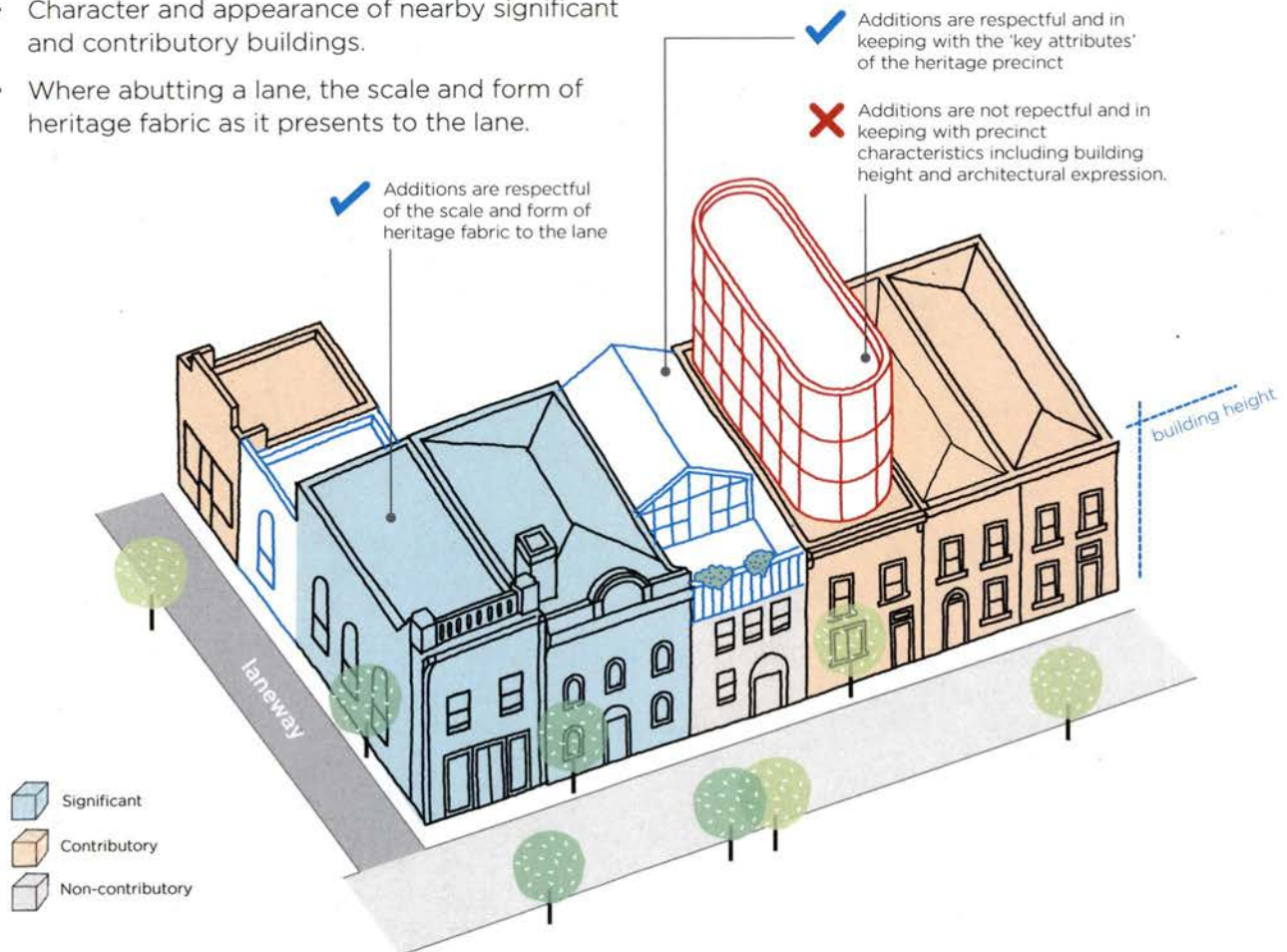


Figure 10 Additions in a heritage precinct

Additions to significant or contributory buildings

It is policy that:

Additions to significant or contributory buildings:

- Are respectful of the building's character and appearance, scale, materials, style and architectural expression.
- Do not visually dominate or visually disrupt the appreciation of the building as it presents to the street.
- Maintain the prominence of the building by setting back the addition behind the front or principal part of the building, and from other visible parts and moderating height.
- Do not build over or extend into the air space directly above the front or principal part of the significant or contributory building.
- Retain significant roof form within the setback from the building façade together with roof elements of original fabric.
- Do not obscure views of façades or elevations associated with the front or principal part of the building.
- Are distinguishable from the original fabric of the building.

Front or principal part of a building

The front or principal part of a building is generally considered to be the front two rooms in depth, complete with the structure and cladding to the roof; or that part of the building associated with the primary roof form, whichever is the greater. For residential buildings this is generally 8-10 metres in depth.

For most non-residential buildings, the front or principal part is generally considered to be one full structural bay in depth complete with the structure and cladding to the roof or generally 8-10 metres in depth.

For corner sites, the front or principal part of a building includes the side street elevation.

For sites with more than one street frontage, the front or principal part of a building may relate to each street frontage.

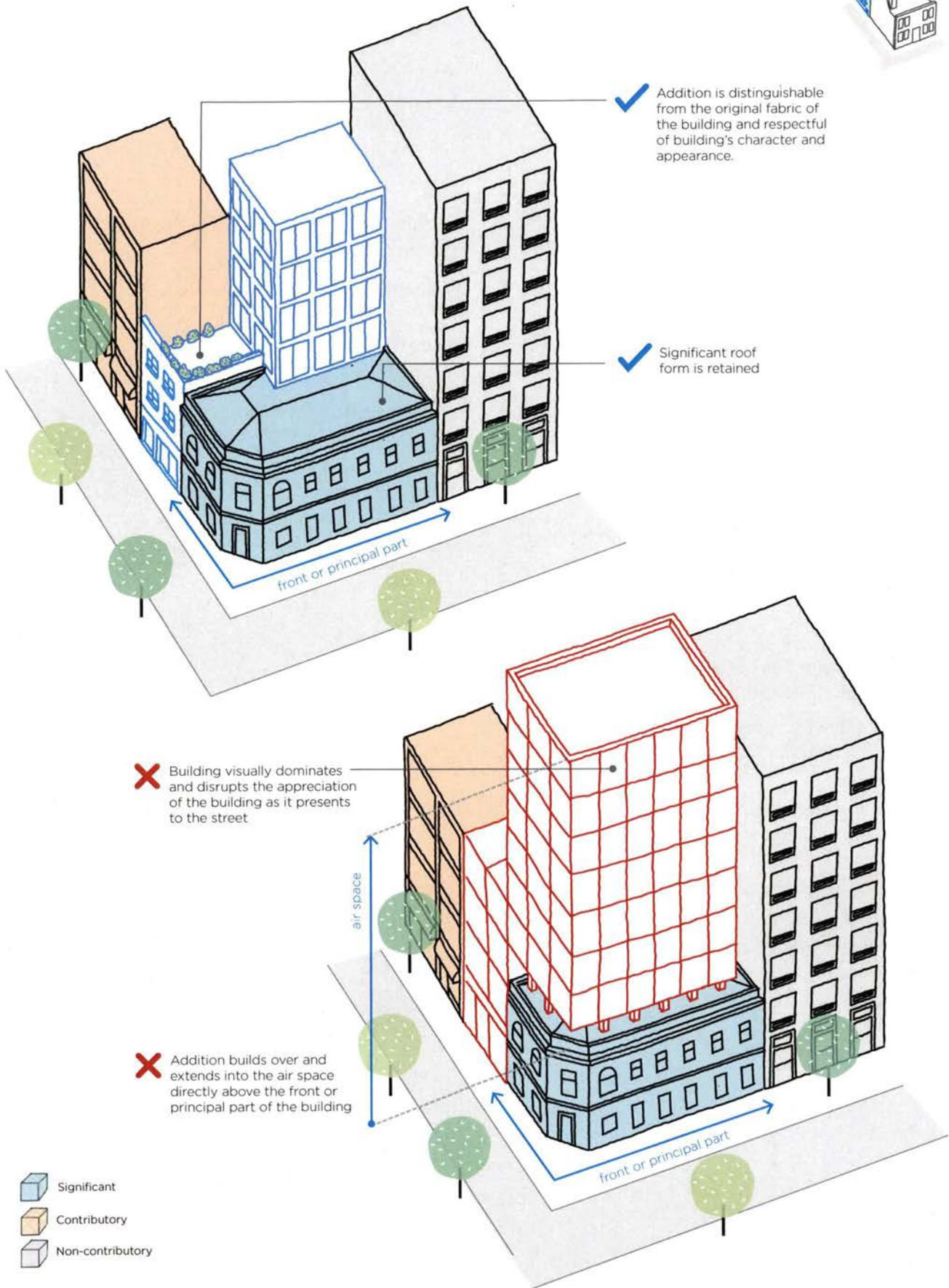
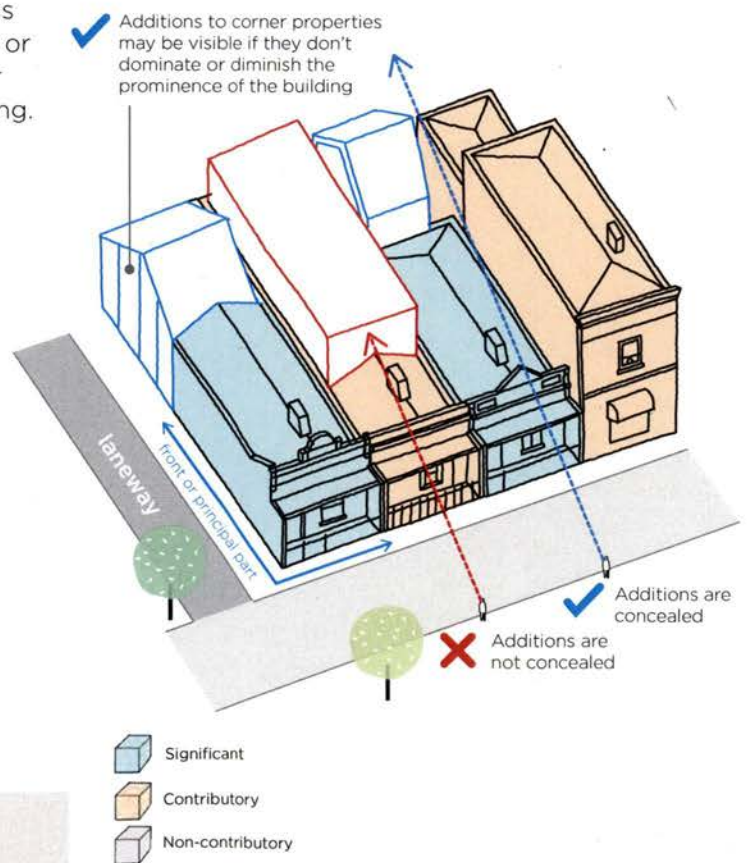
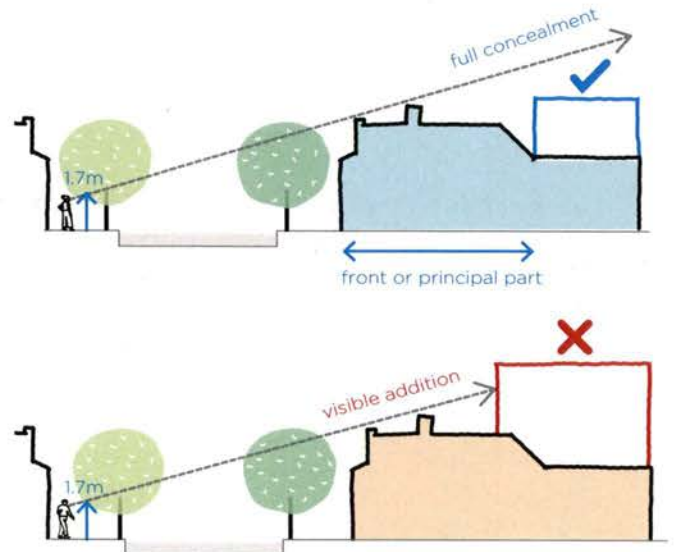


Figure 11 Additions to significant or contributory buildings

Outside of the CCZ

Additions in a significant streetscape

- Additions to a significant or contributory building are concealed in significant streetscapes.
- For a second-storey addition to a single storey building, concealment is often achieved by setting back the addition at least 8 metres behind the front facade.
- All ground level additions to the side of a building should be set back behind the front or principal part of the building.
- All additions to corner properties may be visible, but should be respectful of the significant or contributory building in terms of scale and placement, and not dominate or diminish the prominence of the building or adjoining contributory or significant building.



Concealed

Concealed means cannot be seen from a street (other than a lane, unless the lane has heritage value) or public park.

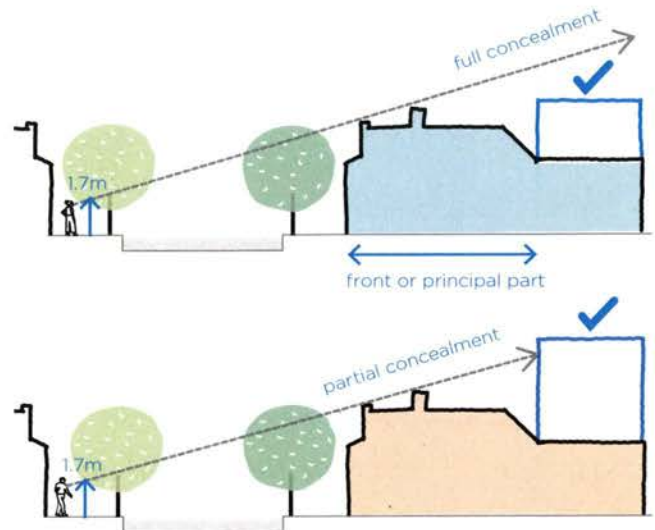
Figure 12 Additions outside the CCZ in a significant streetscape



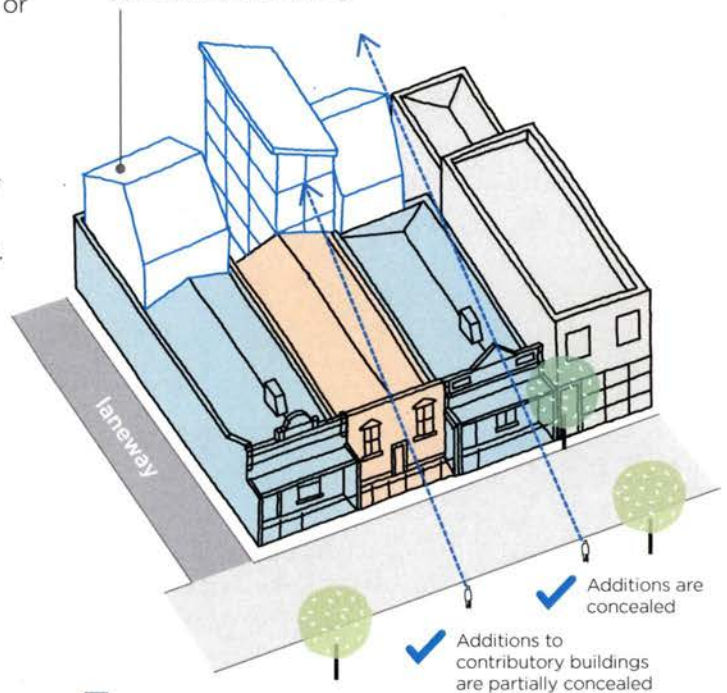
Outside of the CCZ

Additions in other streetscapes

- In other streetscapes, additions to significant buildings are concealed.
- For a second-storey addition to a single storey building, concealment is often achieved by setting back the addition at least 8 metres behind the front facade.
- In streetscapes that are not significant, additions to contributory buildings should be partly concealed. Some of the addition or higher rear part(s) may be visible, provided it does not dominate or reduce the prominence of the building's façade(s) and the streetscape.
- All ground level additions to the side of a building should be set back behind the front or principal part of the building.
- All additions to corner properties may be visible, but should be respectful of the significant or contributory building in terms of scale and placement, and not dominate or diminish the prominence of the building or adjoining contributory or significant building.



✓ Additions to corner properties may be visible if they don't dominate or diminish the prominence of the building



✓ Additions are concealed
 ✓ Additions to contributory buildings are partially concealed

- Significant
- Contributory
- Non-contributory

Partly concealed

Partly concealed means that some of the addition or higher rear part may be visible provided it does not visually dominate or reduce the prominence of the existing building's facade(s) in the street.

Figure 13 Additions outside the CCZ in other streetscapes



The rear addition to the single storey weatherboard terrace house is fully concealed from the streetscape.

*House on Mills Street, Albert Park
Austin Maynard Architects*

Design guidelines

The design of additions is to:

- Adopt high quality and respectful contextual design.
- Avoid direct reproduction of the form of historic fabric.
- Adopt an interpretive design approach to other details such as verandahs, fences, and shopfronts.



The infill building keeps with the 'key attributes' of the heritage building to the right, including balcony height and fencing.

*House on Bellair Street, Kensington
Baldasso Cortese*



NEW BUILDINGS

New buildings in a heritage precinct

It is policy that:

New buildings are in keeping with 'key attributes' of the heritage precinct as identified in the precinct Statement of Significance and:

- Key attributes of the heritage precinct such as:
 - Building height, massing and form; style and architectural expression; details; materials; front and side setbacks; and orientation and fencing.
 - Prevailing streetscape height and scale.



Figure 14 New buildings in a heritage precinct

Visual domination

It is policy that:

New buildings are in keeping with 'key attributes' of the heritage precinct as identified in the precinct Statement of Significance and:

- Do not obscure views from the street(s) and public parks of the front or principal part of adjoining significant or contributory places or buildings.
- Do not visually dominate or visually disrupt the appreciation of the heritage place.
- Maintain a facade height which is consistent with that of adjoining significant or contributory buildings, whichever is the lesser.
- Set back higher building components so as not to dominate or reduce the prominence of an adjoining significant or contributory place or building.
- Where abutting a lane, are respectful of the scale and form of historic fabric of heritage places abutting the lane.
- Do not impact adversely on Aboriginal cultural heritage values.

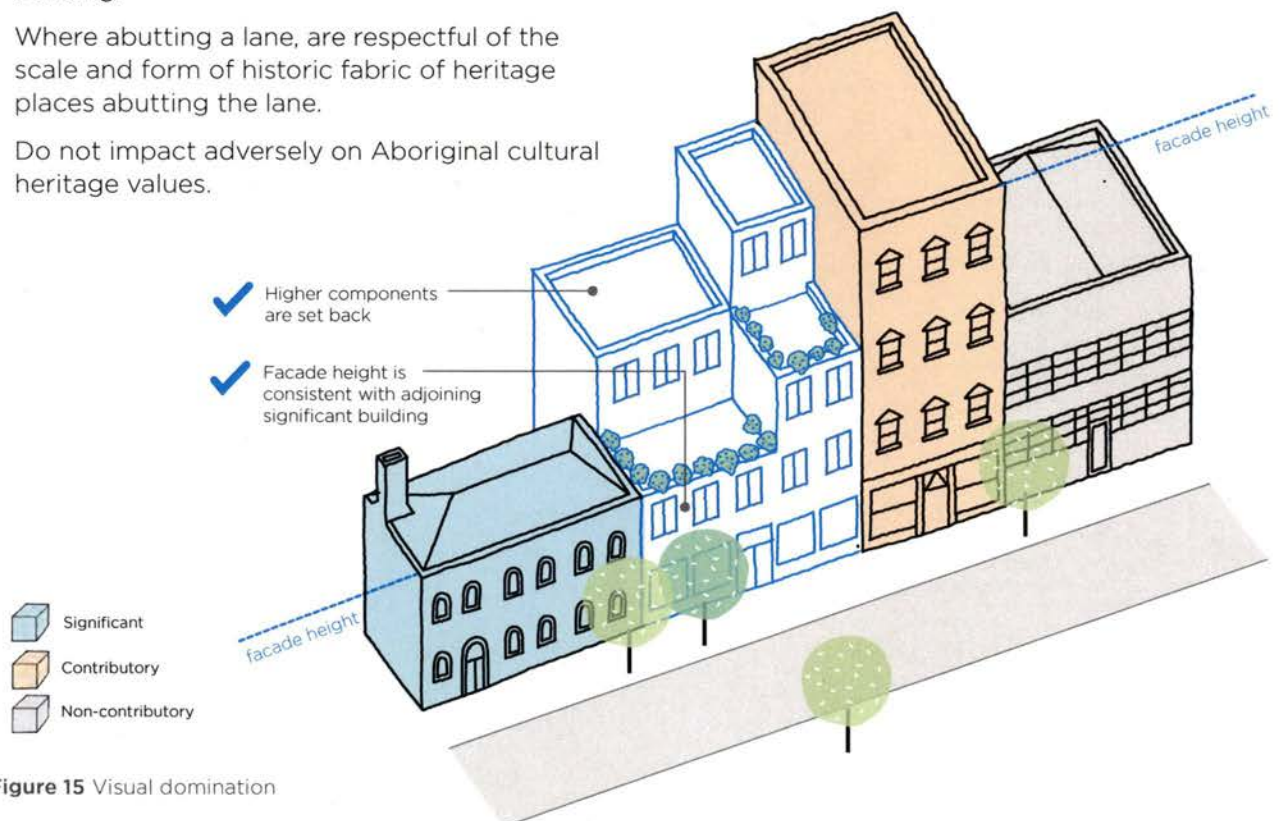


Figure 15 Visual domination

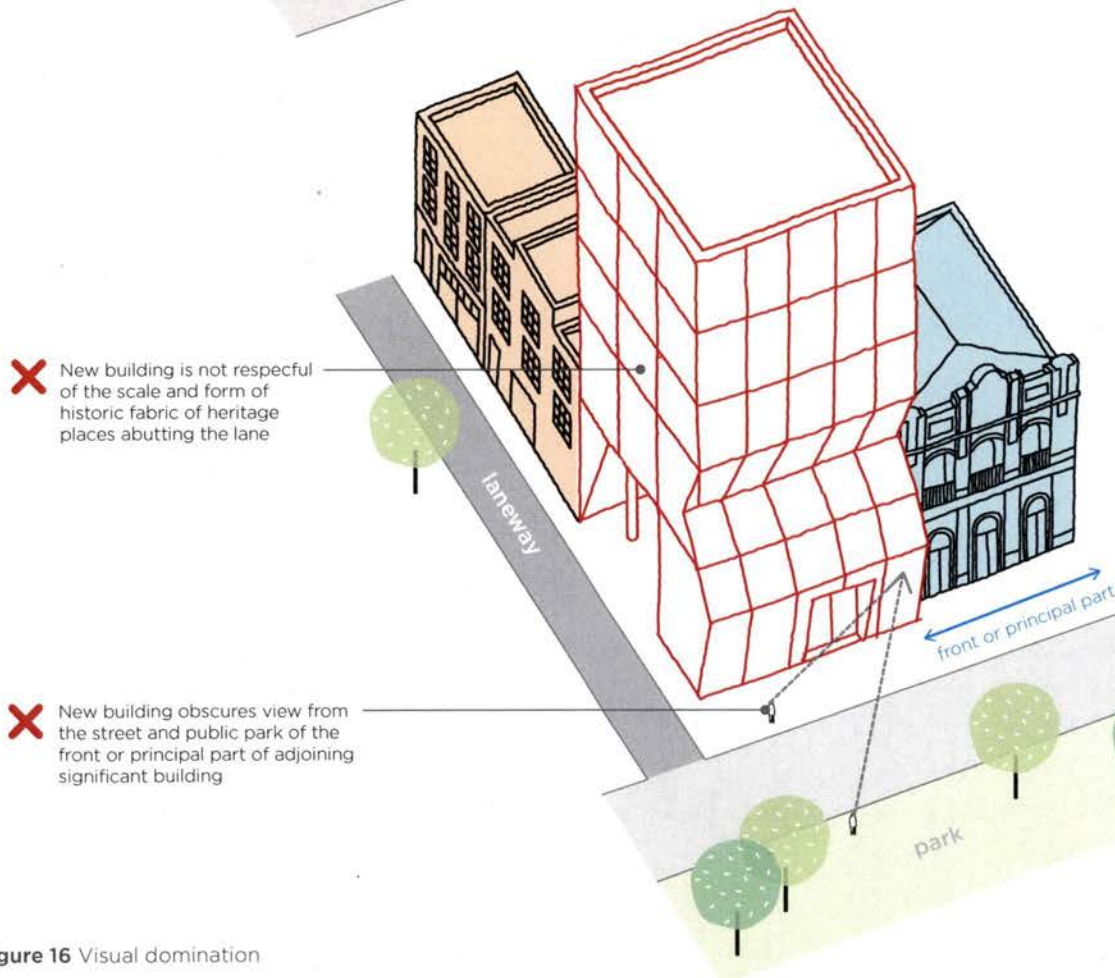
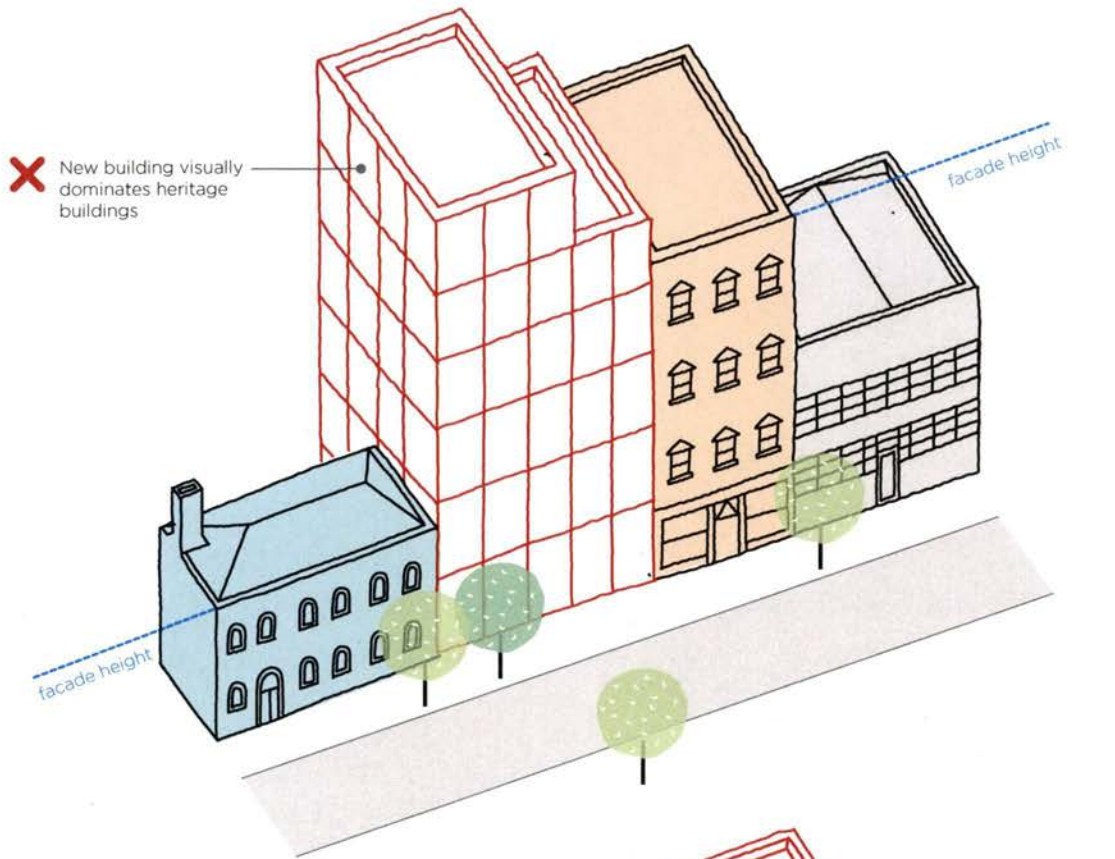


Figure 16 Visual domination

The infill building has a street-wall height that is consistent with that of adjoining heritage buildings.

Arc, Clarence Street, Sydney
Koichi Takada Architects





Consistent facade height and setback

It is policy that new buildings:

- Do not adopt a facade height which is significantly lower than prevailing heights in the street.
- Are neither positioned forward of the facade of adjoining heritage places, or set back significantly behind the prevailing building line in the street. For land within the CCZ, new buildings should be positioned in line with the prevailing building line in the street.



Figure 17 Consistent facade height and setback

Within the CCZ, the new building is sufficiently set back to allow the heritage building to retain prominence in the streetscape.

*Urban Workshop, Lonsdale Street,
Melbourne*

John Wardle Architects





Air space of significant or contributory buildings

It is policy that new buildings:

- Do not build over or extend into the air space directly above the front or principal part of an adjoining significant or contributory building or heritage place.

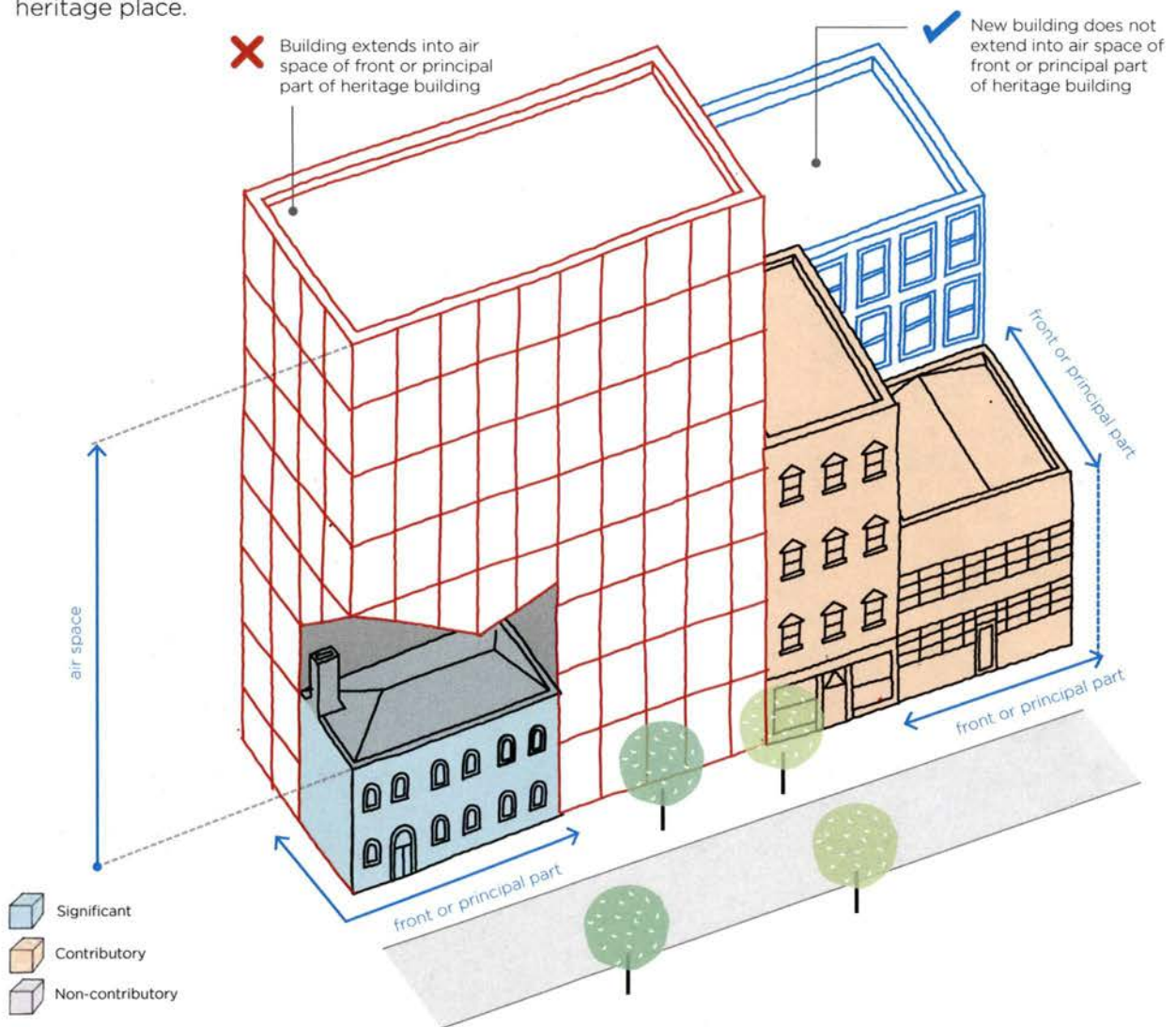
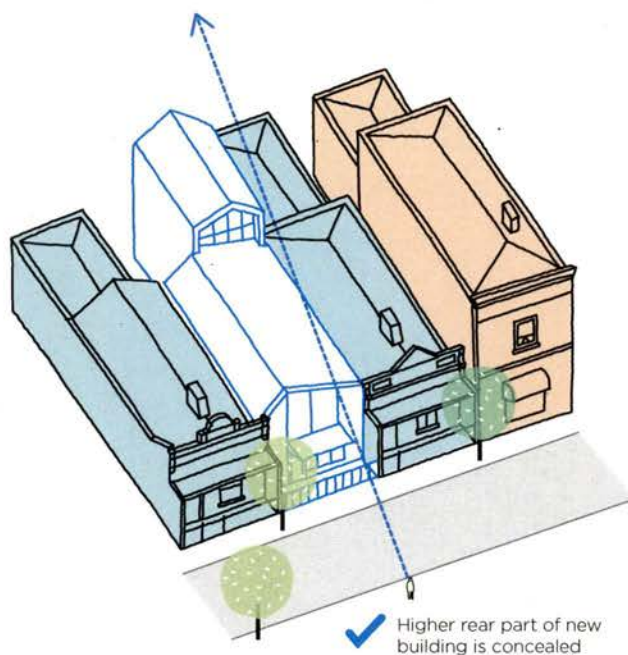
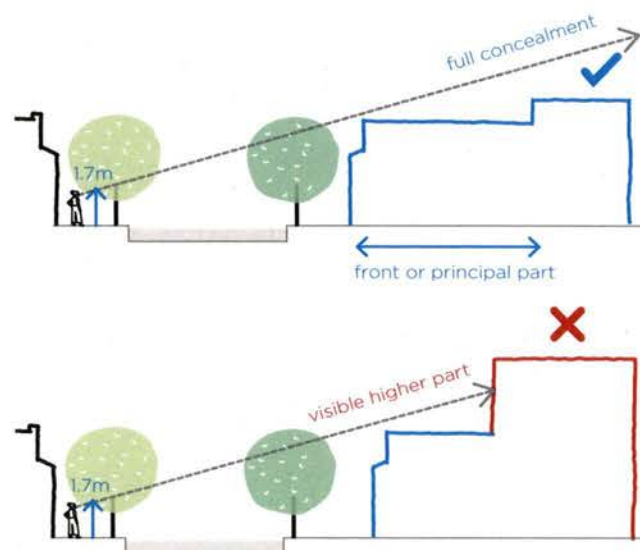





Figure 18 Air space of significant or contributory buildings

Outside of the CCZ

New buildings in a significant streetscape

- In significant streetscapes, higher rear parts of a new building should be concealed.



-  Significant
-  Contributory
-  Non-contributory

Concealed

Concealed means cannot be seen from a street (other than a lane, unless the lane has heritage value) or public park.

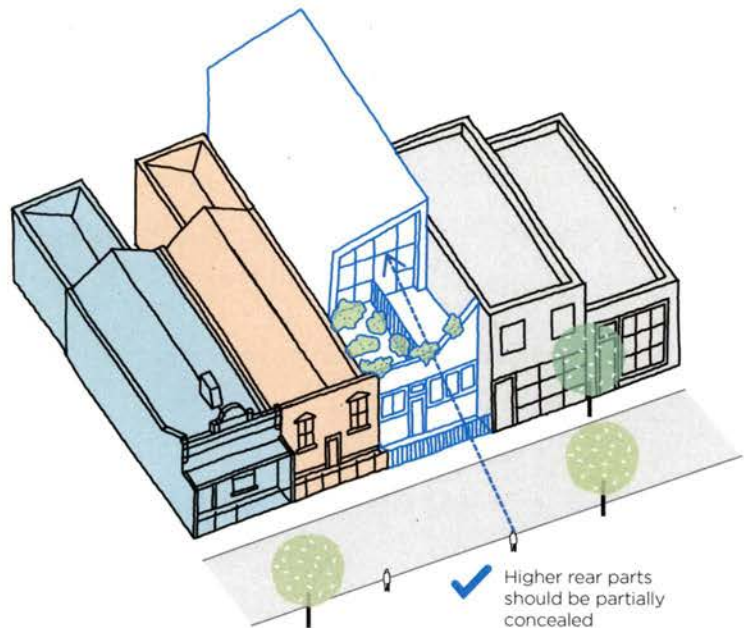
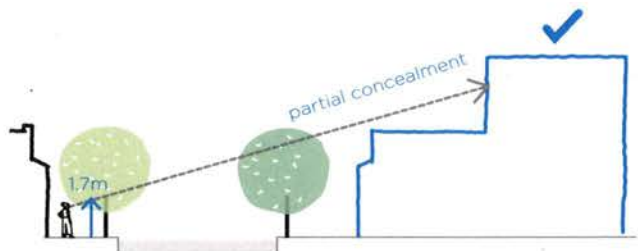
Figure 19 New buildings outside of the CCZ in a significant streetscape



Outside of the CCZ

New buildings in other streetscapes

- In other streetscapes, higher rear parts of a new building should be partly concealed. Some of the higher rear part may be visible, provided it does not dominate or reduce the prominence of the building's façade(s) and the streetscape.



Partly concealed

Partly concealed means that some of the addition or higher rear part may be visible provided it does not visually dominate or reduce the prominence of the existing building's façade(s) in the street.

- Significant
- Contributory
- Non-contributory

Figure 20 New buildings outside of the CCZ in other streetscapes



The new building adopts high quality and respectful contextual design, as well as an interpretive approach to fenestration and detail. The building adopts the prevailing streetscape height.

*House on Moor Street, Fitzroy
Architect unknown*

Design guidelines

The design of new buildings is to:

- Adopt high quality and respectful contextual design.
- Adopt an interpretive design approach to other details such as verandahs, fences and shopfronts.



An authentic shopfront reconstruction.
141-145 Brunswick Street, Fitzroy
Architect unknown



RESTORATION AND RECONSTRUCTION

- It is policy to encourage the restoration and/or reconstruction of a heritage place.
- Any reconstructive or restoration buildings and/or works to any part of a significant building, or any visible part of a contributory building should form part of an authentic restoration or reconstruction process, or should not preclude such a process at a future date.
- Restoration or reconstruction of a building is to be based on evidence of what a building originally looked like. It may be assisted by reference to elements of nearby identical buildings, other parts of the building or early photographs and plans.

Restoration

Restoration means returning a place to a known earlier state by removing accretions or later additions, or by reassembling existing elements. It is distinguished from reconstruction through not introducing new material.

Reconstruction

Reconstruction means returning a place to a known earlier state, and is distinguished from restoration by the introduction of new material.



Figure 21 Restoration and reconstruction

SUBDIVISION

It is policy that :

Subdivision of a heritage place:

- Reflect the pattern of development in the street or precinct, whichever is most relevant to the place.
- Maintain appropriate settings and contexts for significant and contributory heritage buildings and places including the retention of any original garden areas, large trees and other features which contribute to the significance of the heritage place.
- Not provide for future development which will visually disrupt the setting and impact on the presentation of the significant or contributory building.
- Provide for three dimensional building envelopes for future built form to each new lot proposed.

Subdivision of airspace above heritage buildings, to provide for future development, is discouraged.



Figure 22 Subdivision



RELOCATION

It is policy that:

- A building be retained in-situ unless it can be shown that the place has a history of relocation and/or is designed for relocation.
- An application to relocate a building should include recording its location on the site prior to relocation and supervision of its relocation by an appropriately qualified person.



Figure 23 La Trobe's cottage, currently located in the Botanical Gardens, Melbourne.

VEHICLE ACCOMMODATION AND ACCESS

It is policy that:

The introduction of on-site car parking, garages and carports, and vehicle crossovers is discouraged and should only be permitted where the following performance standards can be met:

- Car parking is located to the rear of the property, where this is an established characteristic.
- Any new garage or carport is placed behind the principal or front part of the building (excluding verandahs, porches, bay windows or similar projecting features), and:
 - it will be visually recessive;
 - it will not conceal an original contributory element of the building (other than a plain side wall); and
 - the form, details and materials will be respectful of the building, but not replicate details of the building.
- Ramps to basement or sub-basement car parking are located to the rear of the property, or to a side street or side lane boundary, where they would not visually disrupt the setting of the significant or contributory building, or impact on the streetscape character.

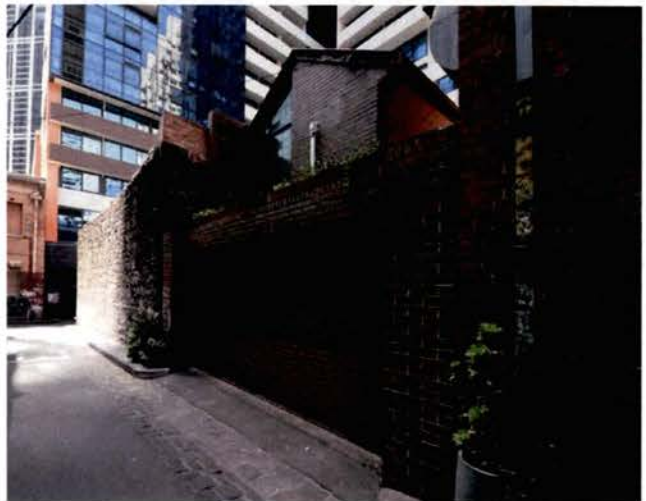
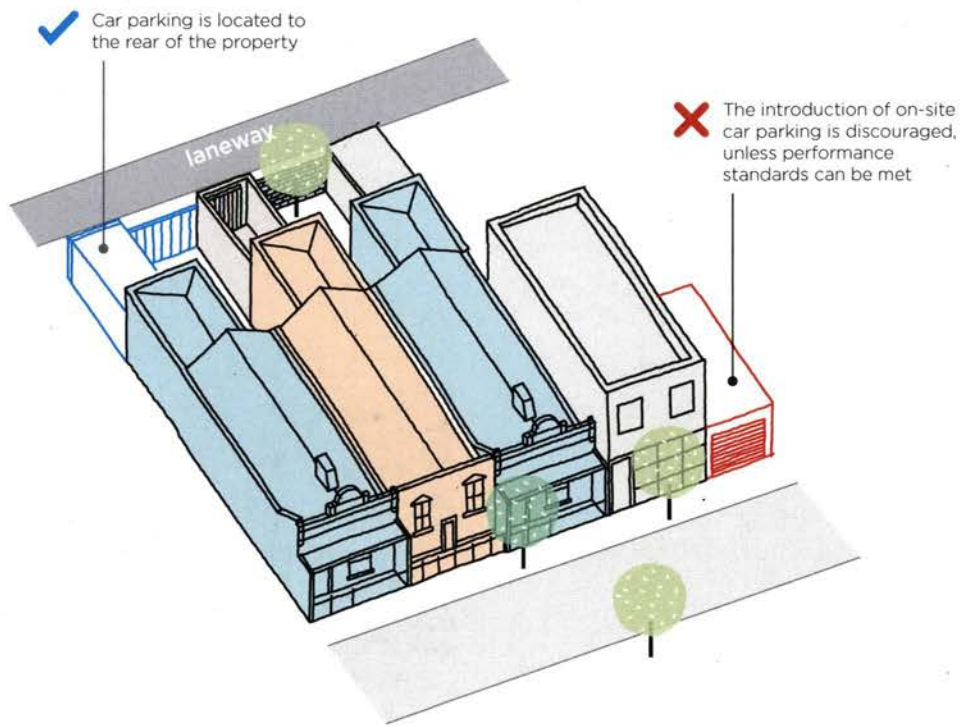
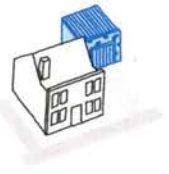
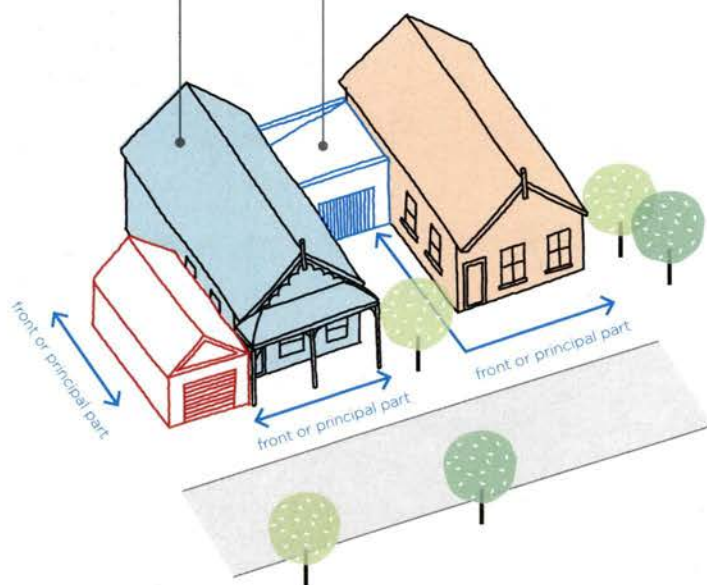


Figure 24 Vehicle entries located to rear of properties in Carlton and Inner Melbourne



✗ New garage is not placed behind the principal and front part of the building, not visually recessive, and replicates details of the building

✓ New garage is placed behind the principal or front part of the building



- Significant
- Contributory
- Non-contributory

Figure 25 Vehicle accommodation and access



FENCES AND GATES

It is policy that:

- Where fences or gates to the front or principal part of a heritage place reconstruct an original fence or gate, this is based on evidence of the original form, detailing and materials; or
- The new fence or gate is an appropriate contextual design response, and the style, details and materials are interpretive and consistent with the architectural period of the heritage place and established street characteristics and:
 - it does not conceal views of the building or heritage place; and
 - is a maximum height of 1.5 metres; and
 - is more than 50% transparent.

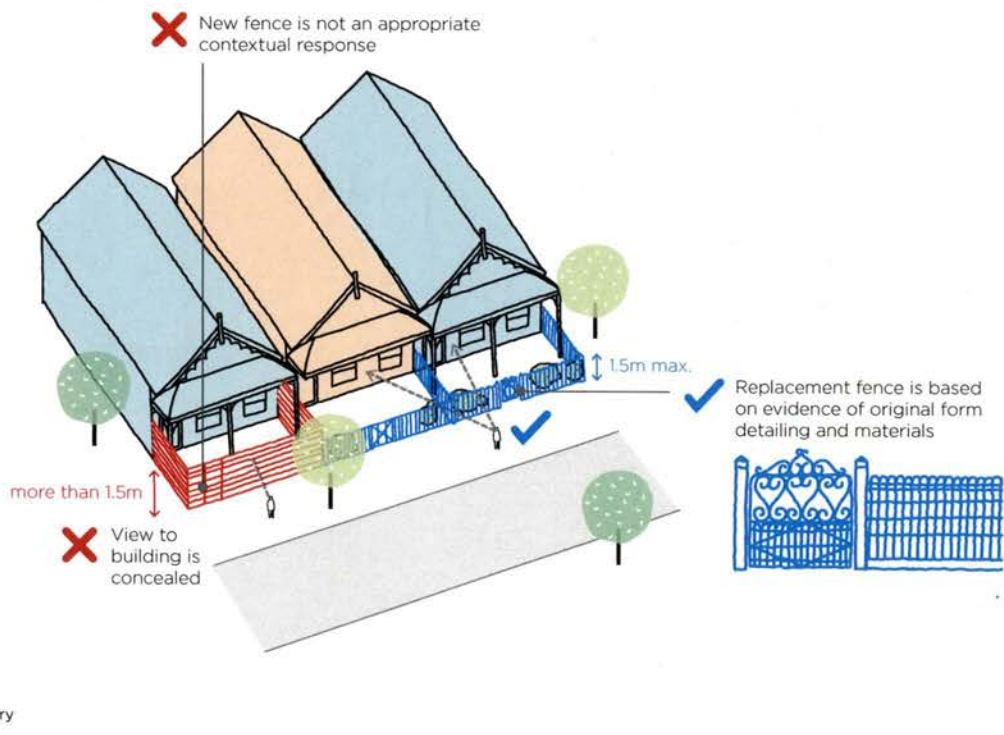


Figure 26 Fences and gates



TREES

It is policy that:

- Trees with assessed cultural significance (as noted in the schedule to the Heritage Overlay) be retained wherever possible.
- Buildings and works respect trees with assessed cultural significance (as noted in the schedule to the Heritage Overlay) by siting proposed new development at a distance that ensures the ongoing health of the tree.
- New buildings and works comply with the Australian Standard AD 4970-2009 Protection of trees on development sites for vegetation of assessed significance.

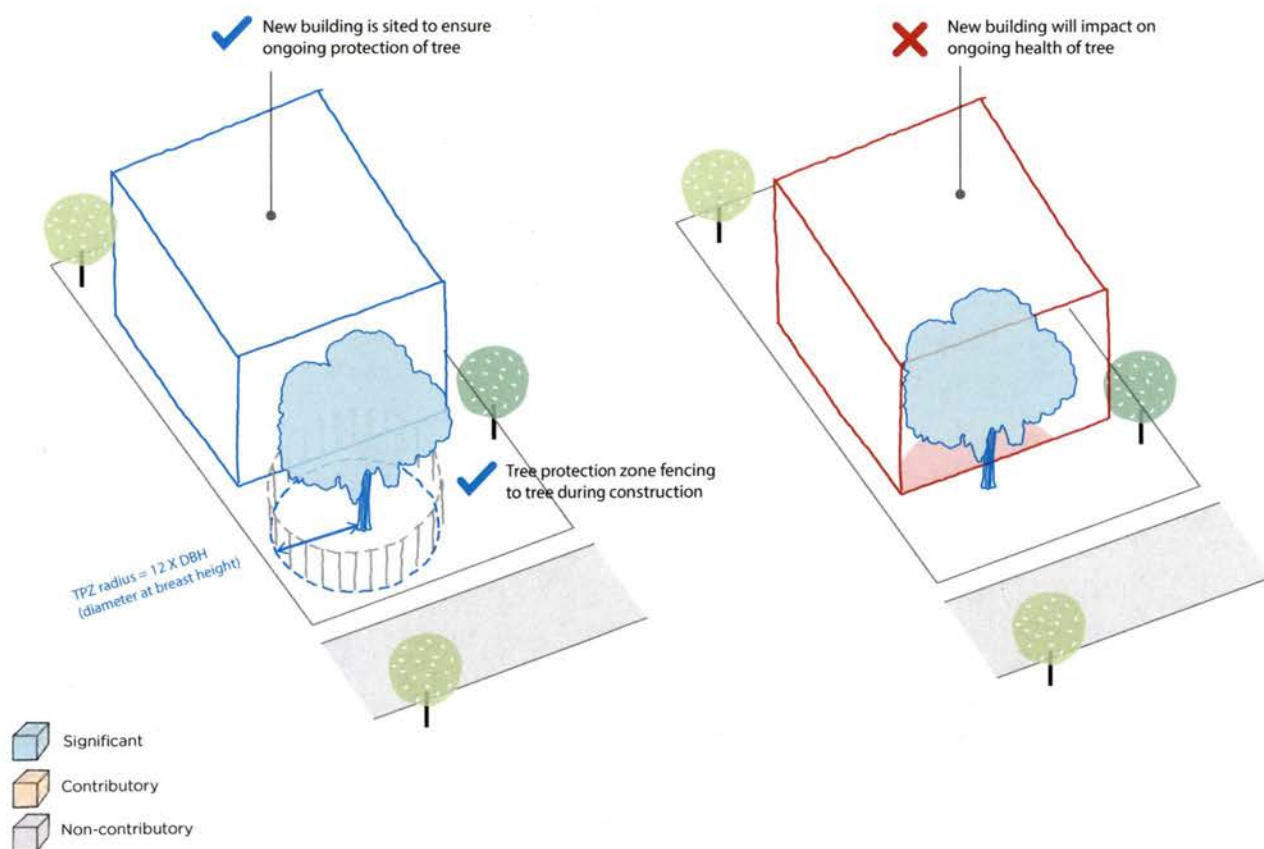


Figure 27 Trees



SERVICES AND ANCILLARY FIXTURES

It is policy that:

- The installation of services and ancillary fixtures, in particular those that will reduce greenhouse gas emissions or water consumption such as solar panels, solar hot water services or water storage tanks, may be permitted on any visible part of significant or contributory buildings where it can be demonstrated there is no feasible alternative and the services and ancillary fixtures will not detract from the character and appearance of the building or heritage place.
- Items affixed to roofs, such as solar panels, align with the profile of the roof.
- Services and ancillary fixtures are installed in a manner whereby they can be removed without damaging significant fabric.
- For new buildings, services and ancillary fixtures are concealed, integrated or incorporated into the design of the building.

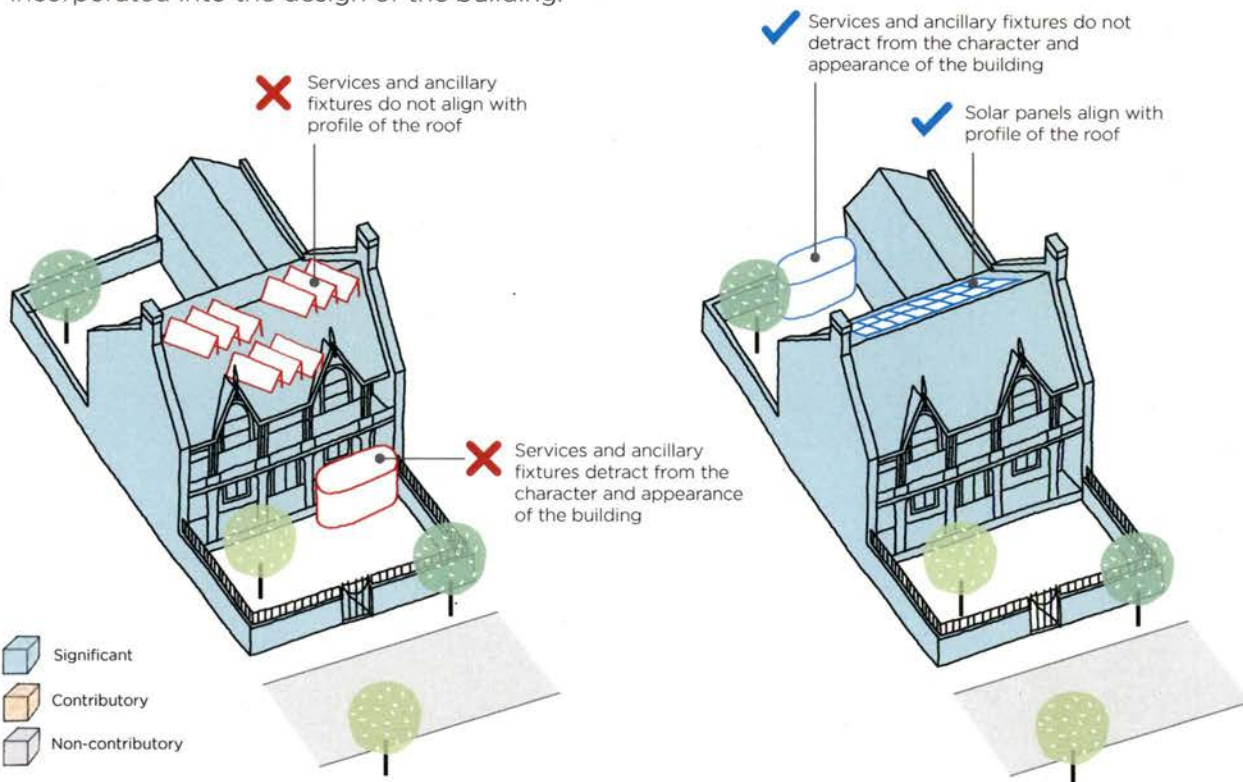


Figure 28 Services and ancillary fixtures



STREET FABRIC AND INFRASTRUCTURE

It is policy that:

Street furniture, including shelters, seats, rubbish bins, bicycle racks, drinking fountains and the like, is designed and sited to avoid:

- impacts on views to significant or contributory places and contributory elements; and
- physical impacts on bluestone kerbs, channels and gutters, other historic street infrastructure, lanes and street tree plantings.

For existing historic street/lane fabric and infrastructure, restoration, reconstruction and maintenance be carried out in a way that retains the original fabric, form and appearance.

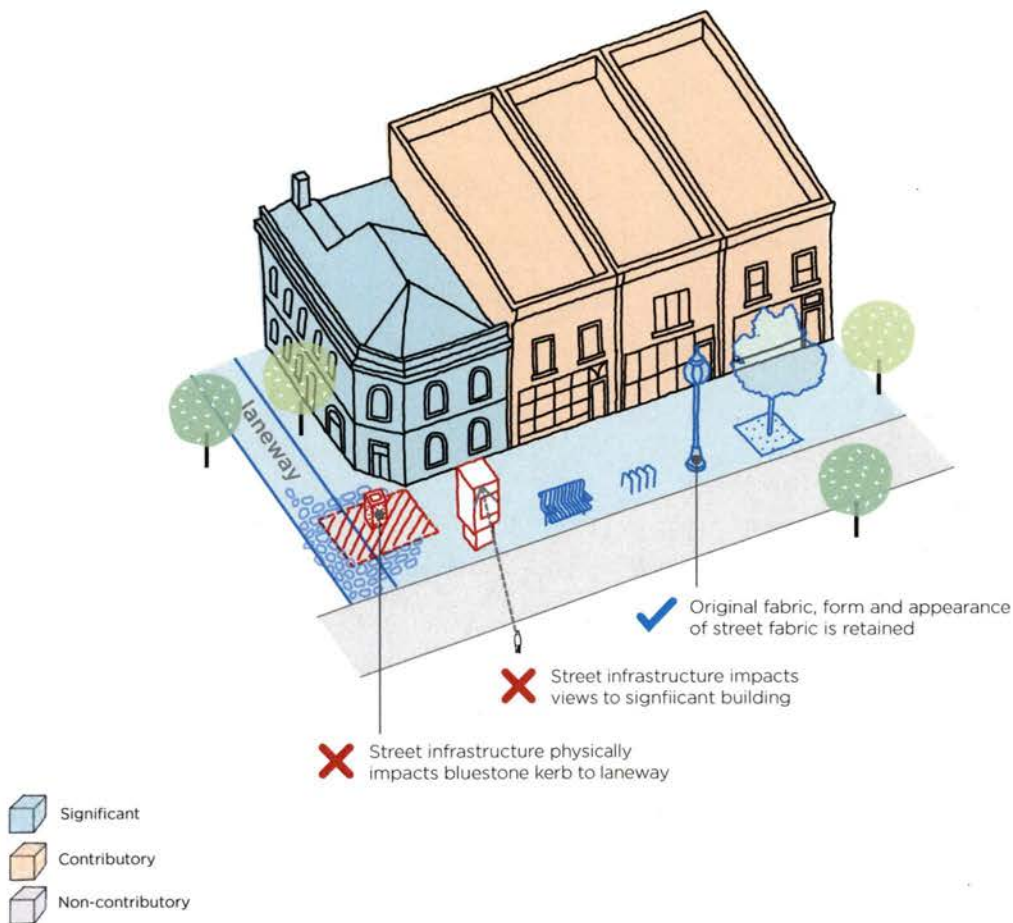


Figure 29 Street fabric and infrastructure

SIGNAGE

Existing signage

It is policy that:

- Existing signage that is deemed to have heritage value be retained, and not altered or obscured, including historic painted signage.



Figure 30 Historic painted signs, or 'Ghost signs' can be found around Melbourne.

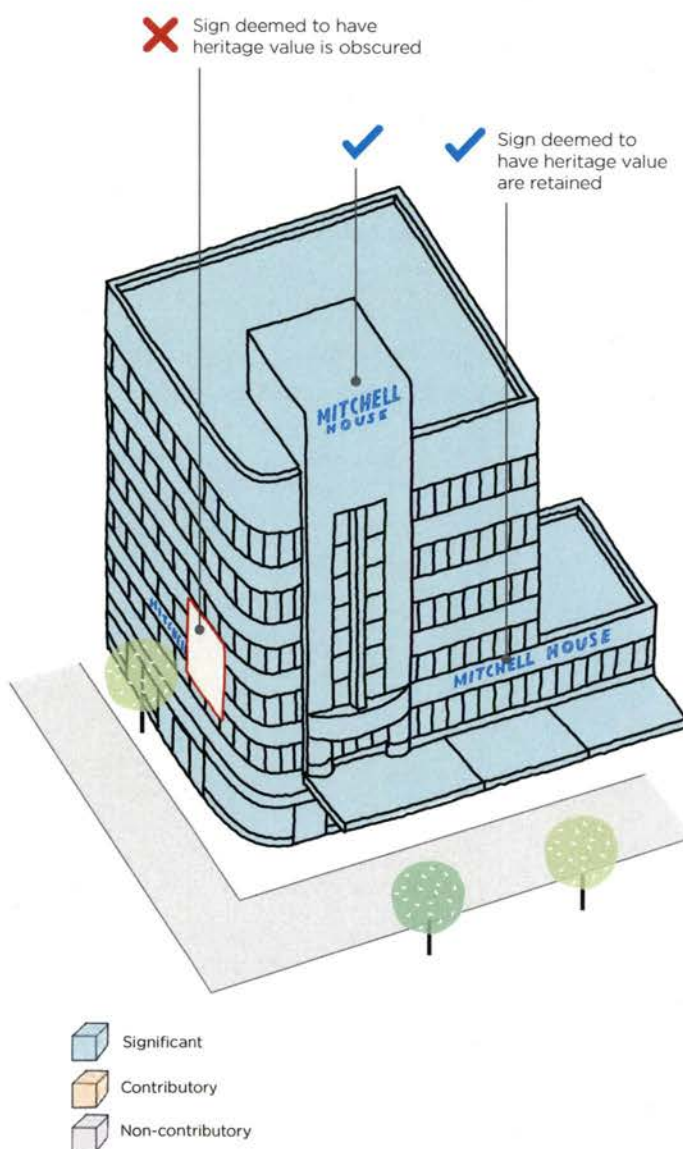


Figure 31 Existing signage



New signage

It is policy that:

- New signage associated with heritage places:
 - Minimise visual clutter.
 - Not conceal architectural features or details which contribute to the significance of the heritage place.
 - Not damage the fabric of the heritage place.
 - Be in keeping with historical signage in terms of size and proportion in relation to the heritage place.
 - Be placed in locations where they were traditionally placed.
 - Be readily removable.
 - Address all relevant performance standards of Clause 22.07 – Advertising Signage.

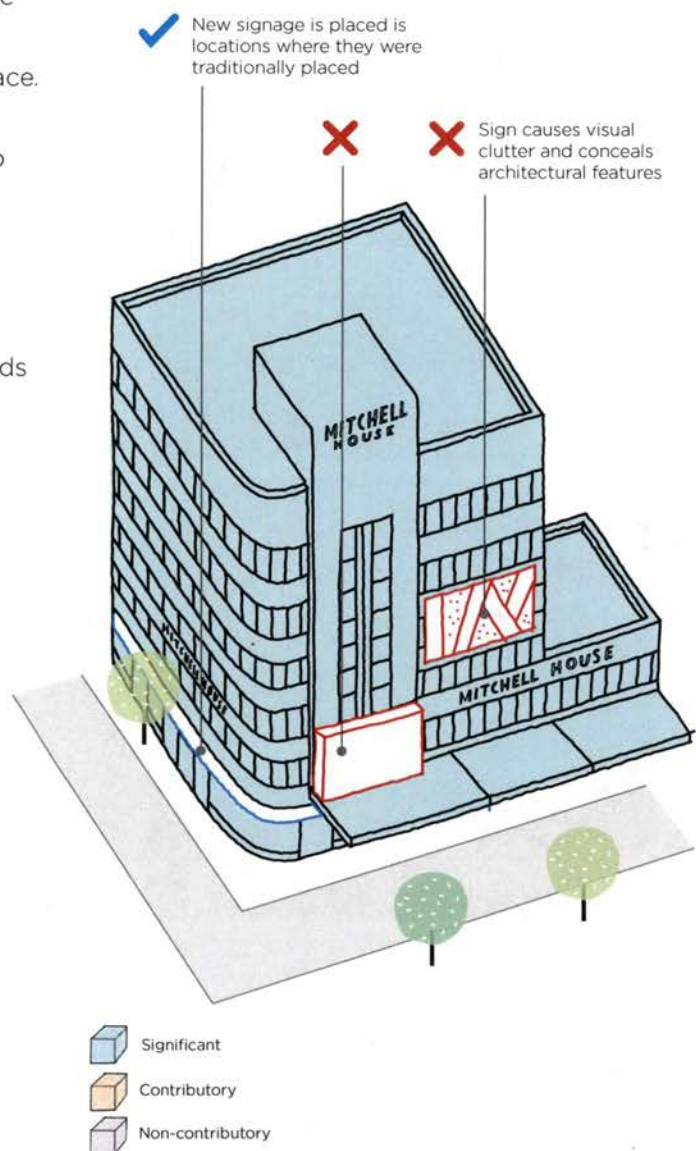


Figure 32 New signage

DEFINITIONS

term	definition
Alteration	An alteration is to modify the fabric of a heritage place, without undertaking building works such as an addition.
Assessed significance	The assessed significance of an individual heritage place or heritage precinct is identified in the relevant Statement of Significance, as contained in the place citation. This normally identifies what is significant, how it is significant, and why it is significant.
Concealed/partly concealed	Concealed means cannot be seen from a street (other than a lane, unless the lane has heritage value) or public park. Partly concealed means that some of the addition or higher rear part may be visible provided it does not visually dominate or reduce the prominence of the existing building's façade(s) in the street.
Conservation	Conservation means all the processes of looking after a place to retain its heritage significance. It may include one or more of maintenance, preservation, restoration, reconstruction, adaptation and interpretation.
Context	The context of a heritage place can include; its setting (as defined under 'setting'), the immediate landholding, adjoining significant or contributory places, and the surrounding area.
Contextual design	A contextual design for new buildings and additions to existing buildings is one which adopts a design approach, derived through analysis of the subject property and its heritage context. Such an approach requires new development to comfortably and harmoniously integrate with the site and the street character.
Contributory heritage place	A contributory heritage place is important for its contribution to a heritage precinct. It is of historic, aesthetic, scientific, social or spiritual significance to the heritage precinct. A contributory heritage place may be valued by the community; a representative example of a place type, period or style; and/or combines with other visually or stylistically related places to demonstrate the historic development of a heritage precinct. Contributory places are typically externally intact, but may have visible changes which do not detract from the contribution to the heritage precinct.
Cultural significance	Cultural significance means aesthetic, historic, scientific, social or spiritual value for past, present or future generations.

DEFINITIONS

term	definition
Enhance	Enhance means to improve the presentation and appearance of a heritage place through restoration, reconstruction or removal of unsympathetic or intrusive elements; and through appropriate development.
Fabric	Fabric means all the physical material of the heritage place.
Facadism	The retention of the exterior face/faces of a building without the three-dimensional built form providing for its/their structural support and understanding of its function.
Front or principal part of a building	<p>The front or principal part of a building is generally considered to be the front two rooms in depth, complete with the structure and cladding to the roof; or that part of the building associated with the primary roof form, whichever is the greater. For residential buildings this is generally 8-10 metres in depth.</p> <p>For most non-residential buildings, the front or principal part is generally considered to be one full structural bay in depth complete with the structure and cladding to the roof or generally 8-10 metres in depth.</p> <p>For corner sites, the front or principal part of a building includes the side street elevation.</p> <p>For sites with more than one street frontage, the front or principal part of a building may relate to each street frontage.</p> <p>For sites with more than one frontage, the front or principal part of a building can include each frontage, where these are of identified heritage value.</p>
Heritage place	A heritage place has been assessed to have natural or cultural heritage value and can include a site, area or space, building or other works, structure, group of buildings, precinct, archaeological site, landscape, garden or tree.
Heritage precinct	A heritage precinct is an area which has been identified as having heritage value. It is identified as such in the Schedule to the Heritage Overlay and mapped in the Planning Scheme Heritage Overlay Maps.
Individual heritage place	An individual heritage place is equivalent to a significant heritage place. It may be categorised significant within a heritage precinct. It may also have an individual Heritage Overlay control, and be located within or outside a heritage precinct.

DEFINITIONS

term	definition
Key attributes	The key attributes or important characteristics of a heritage precinct as identified in the precinct Statement of Significance, include building height, massing and form, style and architectural expression, detailing, materials, front and side setbacks and orientation.
Lane	A lane is a narrow road or right of way (ROW) generally abutting the rear or side boundary of a property. It may be paved or unpaved and in public or private ownership and will typically provide vehicle access to adjoining properties.
Maintenance	Maintenance means the continuous protective care of a place, and its setting, and is distinguished from repair which involves restoration or reconstruction.
Massing	Massing means the arrangement of a building's bulk and its articulation into parts.
Non-contributory place	A non-contributory place does not make a contribution to the cultural significance or historic character of the heritage precinct.
Preservation	Preservation is maintaining the fabric of a place in its existing state and retarding deterioration.
Reconstruction	Reconstruction means returning a place to a known earlier state, and is distinguished from restoration by the introduction of new material.
Respectful and interpretive	Respectful means a modern design approach to new buildings, additions and alterations to buildings, in which historic building size and form are adopted, and proportions and details are referenced but not directly copied, and sympathetic colours and materials are used. Interpretive means a looser and simplified modern interpretation of historic building form, details and materials.
Restoration	Restoration means returning a place to a known earlier state by removing accretions or later additions, or by reassembling existing elements. It is distinguished from reconstruction through not introducing new material.

DEFINITIONS

term	definition
Restoration	Restoration means returning a place to a known earlier state by removing accretions or later additions, or by reassembling existing elements. It is distinguished from reconstruction through not introducing new material.
Services and ancillary fixtures	Services and ancillary fixtures include, but are not limited to, satellite dishes, shade canopies and sails, solar panels, water storage tanks, disabled access ramps and handrails, air conditioners, cooling or heating systems and hot water services.
Setting	Setting means the immediate and extended environment of a heritage place that is part of or contributes to its significance.
Streetscape	A streetscape is a collection of buildings along a street frontage. When referred to in relation to a precinct, a streetscape typically contains a majority of buildings which are categorised significant or contributory.
Significant streetscape (as referred to in this policy)	Significant streetscapes are collections of buildings outstanding either because they are a particularly well preserved group from a similar period or style, or because they are a collection of buildings significant in their own right.
Significant heritage place	A significant heritage place is individually important at state or local level, and a heritage place in its own right. It is of historic, aesthetic, scientific, social or spiritual significance to the municipality. A significant heritage place may be highly valued by the community; is typically externally intact; and/or has notable features associated with the place type, use, period, method of construction, siting or setting. When located in a heritage precinct a significant heritage place can make an important contribution to the precinct.
Use	Use means the functions of a place, including the activities and traditional and customary practices which may occur at the place or are dependent on the place.
Visible	Visible means anything that can be seen from a street (other than a lane, unless the lane is identified as having heritage value) or public park.

A contemporary new build in a heritage context.

Monaco House, Melbourne

McBride Charles Ryan

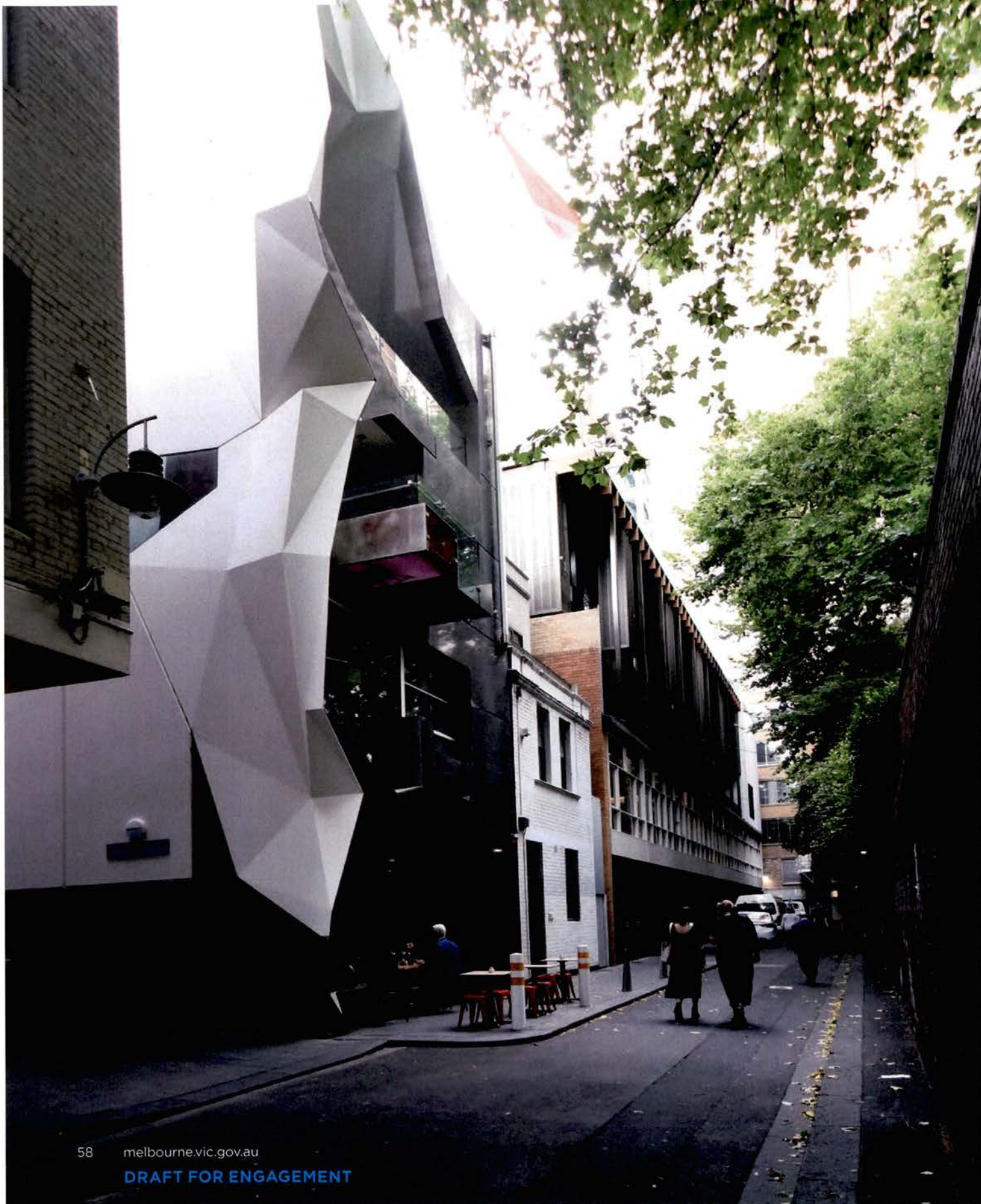


IMAGE CREDITS

Where the author of the image is not specified, these images are taken by or owned by the City of Melbourne. All illustrations have been prepared by the City of Melbourne.

Page 4

161 Collins Street, Melbourne

Design team: Bates Smart

Photo credit: Peter Clarke

Page 22

Equity Chambers (Digital render)

Design team: Bates Smart

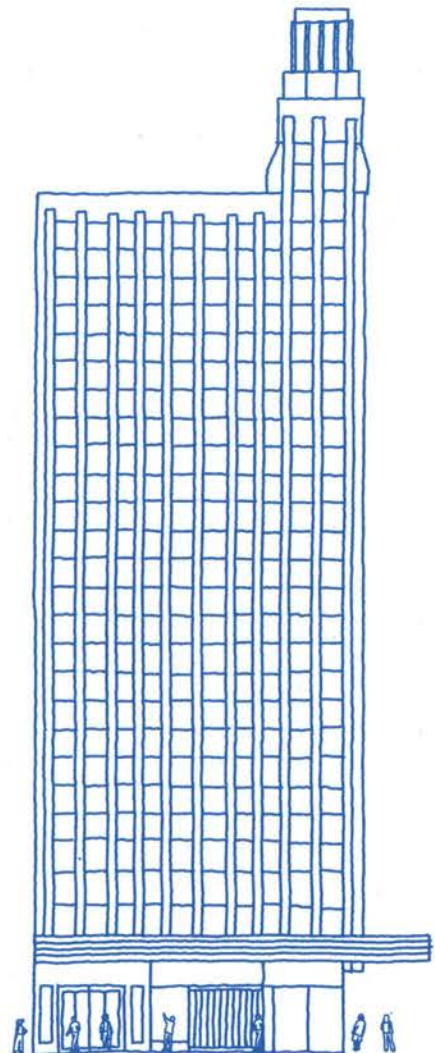
Photo credit: Bates Smart

Page 29

Mills, the toy management house

Design team: Austin Maynard Architects

Photo credit: Peter Bennetts



How to contact us

Online:

melbourne.vic.gov.au

In person:

Melbourne Town Hall - Administration Building
120 Swanston Street, Melbourne
Business hours, Monday to Friday
(Public holidays excluded)

Telephone:

03 9658 9658
Business hours, Monday to Friday
(Public holidays excluded)

Fax:

03 9654 4854

In writing:

City of Melbourne
GPO Box 1603
Melbourne VIC 3001
Australia



Interpreter services

We cater for people of all backgrounds
Please call 03 9280 0726

03 9280 0717 廣東話
03 9280 0719 Bahasa Indonesia
03 9280 0720 Italiano
03 9280 0721 普通话
03 9280 0722 Soomaali
03 9280 0723 Español
03 9280 0725 Việt Ngữ
03 9280 0726 عربي
03 9280 0726 한국어
03 9280 0726 हिंदी
03 9280 0726 All other languages

National Relay Service:

If you are deaf, hearing impaired or speech-impaired,
call us via the National Relay Service: Teletypewriter (TTY)
users phone 1300 555 727 then ask for 03 9658 9658
9am to 5pm, Monday to Friday (Public holidays excluded)

melbourne.vic.gov.au



CITY OF MELBOURNE

DRAFT FOR ENGAGEMENT

FEBRUARY 2020



HERITAGE OWNER'S GUIDE



CITY OF MELBOURNE

Acknowledgement of Traditional Owners

The City of Melbourne respectfully acknowledges the Traditional Owners of the land, the Boon Wurrung and Woiwurrung (Wurundjeri) people of the Kulin Nation and pays respect to their Elders, past and present.

CONTENTS

Introduction	4
Heritage	5
The Heritage Overlay	7
Heritage significance	8
Building and development	10
Frequently asked questions	13
Heritage grants	16
More information	17

Contemporary townhouses in Cremorne
within a heritage context.
Chestnut Street, Cremorne
Nixon Tulloch Fortey



INTRODUCTION

The City of Melbourne has a rich and important heritage locally, nationally and internationally. It has been at the forefront of heritage planning in Australia since the 1980s.

Council's role is to identify and protect Melbourne's heritage for current and future generations. We do this through a proactive program of heritage reviews and assessments, amendments to the planning scheme and the implementation of [Council's Heritage Strategy](#).

More than 7,000 properties are protected under the Heritage Overlay in the Melbourne Planning Scheme. The municipality has benefited from this commitment to heritage and is renowned as one of the world's great Victorian-era cities.

Who is this guide for?

This guide is primarily for people who own a place protected by the Heritage Overlay in the City of Melbourne Planning Scheme. It focuses on Victoria's current system of heritage protection as it applies to places created after European settlement.

Does it include Aboriginal heritage?

This guide does not include advice about the protection and management of Aboriginal cultural heritage which has its own framework of statutory protection in Victoria: *The Aboriginal Heritage Act 2006* and the *Aboriginal Heritage Regulations 2018*. Find more information at [Aboriginal Victoria](#).

The City of Melbourne acknowledges that the Aboriginal people were the first people of this land and have strived to retain their culture and identity through the period of non-Aboriginal settlement for more than two centuries. We recognise the value of the diversity and strength of cultures to the heritage of all Australians and are committed to the conservation and celebration of Aboriginal heritage places.

The Heritage Owner's Guide must be read in conjunction with the Melbourne Planning Scheme including but not limited to relevant heritage policies. The Planning Scheme takes precedence over the Guide. All diagrams and photographs are for illustrative purposes and the outcome of a proposal will depend on the individual site context and circumstances.

Where the author of the image is not specified, these images are taken by or owned by the City of Melbourne. All illustrations have been prepared by the City of Melbourne.



HERITAGE

What it is and why we protect it

Heritage is the full range of our inherited traditions, monuments, objects and culture. It is expressed through places: buildings, landscapes, public parks and gardens, trees, infrastructure, monuments, public art and more.

Heritage is at the heart of community identity and an essential part of the present we live in and of the future we build. Heritage places, objects and stories can give our lives meaning and purpose; they create a strong and enduring sense of community identity.

Places of cultural significance enrich people's lives, often providing a deep and inspirational sense of connection to community and landscape, to the past and lived experiences. They are historical records, that are important expressions of Australian identity and experience. Places of cultural significance reflect the diversity of our communities, telling us about who we are and the past that has formed us and the Australian landscape. They are irreplaceable and precious.

Australia ICOMOS Burra Charter 2013

Heritage protection in Victoria

Victoria protects heritage through a mix of legislation and state and local planning policy. The City of Melbourne has a responsibility under the *Planning and Environment Act 1987* to identify and protect places of [heritage significance](#).

Some places in the City of Melbourne are of National or State significance and are included on the [National Heritage List](#) or, at state level, on the [Victorian Heritage Register](#). The majority of heritage places are locally significant and are protected through the Heritage Overlay in the [Melbourne Planning Scheme](#). This guide applies to places protected through the Heritage Overlay.

Government role

State

To assess and protect places and objects that have significance to Victoria and to administer the *Victorian Heritage Act 2017* which establishes the [Victorian Heritage Register](#).

Local

To conserve and enhance buildings, areas or other places which are of significance within their municipalities (*Planning and Environment Act 1987*).

Need advice? Speak with a planner on 9658 9658

THE HERITAGE OVERLAY

The **Heritage Overlay** is a planning tool used in the Melbourne Planning Scheme to protect places of **heritage significance** to the city. It can be applied to individual places or to a defined area known as a **heritage precinct**. If you have a Heritage Overlay on your property you are likely to need to apply to Council for a planning permit for certain types of building and works. This is so that we can work with you to ensure that the proposed development does not detract from the heritage significance of your property and the area around it if you are in a precinct.

(See **Building and development**).

Applying a Heritage Overlay

Before a Heritage Overlay is considered Council conducts a heritage study of an area or individual place using qualified heritage consultants.

The study documents the history of the area and its transformation and development over time. It assesses and documents places and buildings of heritage significance according to criteria set in **Planning Practice Note 1** around historic, social, scientific, aesthetic and spiritual values. The assessment is a combination of physical research, historic research and community consultation. If a place meets the requirements of one or more of the criteria it is recommended for inclusion in the Heritage Overlay.

Council then prepares a planning scheme amendment to apply the Heritage Overlay to the places recommended for heritage protection. At this stage there are opportunities for owners and the wider community to support or object to the proposed heritage control.

You can view completed heritage studies and current heritage studies [here](#).



HERITAGE SIGNIFICANCE

Heritage significance explains what, how and why a place is important to the City of Melbourne community. This explanation is documented in a written Statement of Significance, the product of a rigorous assessment carried out in the heritage study and which becomes an integral part of the Melbourne Planning Scheme.

There are three levels of significance for heritage places in the Melbourne Planning Scheme: significant, contributory and non-contributory. Significant places may be in their own Heritage Overlay, or sit within a precinct. The levels of significance are described in the box to the side.

Most places in the City of Melbourne are in a heritage precinct and the precincts have Statements of Significance. Individually significant heritage places are being reviewed over time and a Statement of Significance will be produced as part of this process.

You can find out the significance level of your property by checking the [Heritage Places Inventory](#) in the Melbourne Planning Scheme. If your property is not listed in the inventory it is likely to be non-contributory.



Significant heritage place

A significant heritage place is individually important at state or local level, and a heritage place in its own right. It is of historic, aesthetic, scientific, social or spiritual significance to the municipality. A significant heritage place may be highly valued by the community; is typically externally intact; and/or has notable features associated with the place type, use, period, method of construction, siting or setting. When located in a heritage precinct a significant heritage place can make an important contribution to the precinct.



Contributory heritage place

A contributory heritage place is important for its contribution to a heritage precinct. It is of historic, aesthetic, scientific, social or spiritual significance to the heritage precinct. A contributory heritage place may be valued by the community; a representative example of a place type, period or style; and/or combines with other visually or stylistically related places to demonstrate the historic development of a heritage precinct. Contributory places are typically externally intact, but may have visible changes which do not detract from the contribution to the heritage precinct.



Non-contributory place

A non-contributory place does not make a contribution to the cultural significance or historic character of the heritage precinct.



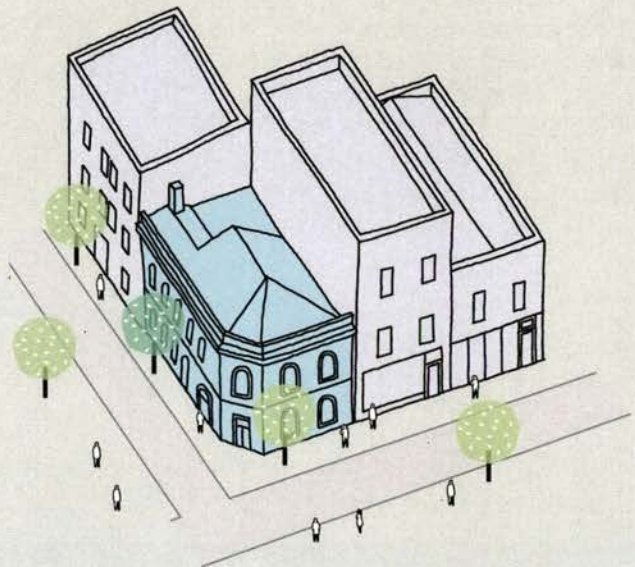
Heritage precinct

A heritage precinct is an area which has been identified as having heritage value. It is identified as such in the Schedule to the Heritage Overlay and mapped in the Planning Scheme Heritage Overlay maps.



Individual heritage place

An individual heritage place is equivalent to a significant heritage place. It may be categorised significant within a heritage precinct. It may also have an individual Heritage Overlay control, and be located within or outside a heritage precinct.



BUILDING AND DEVELOPMENT

When you need a permit

Having a Heritage Overlay on your property does not mean that you cannot make any changes but you may need a planning permit for building and works.

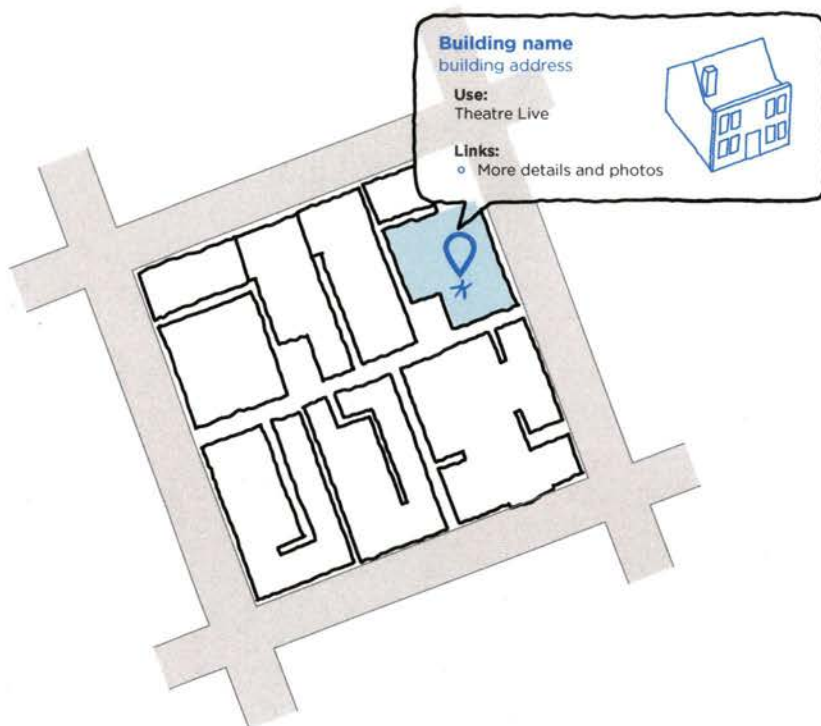
There is more detailed information on the City of Melbourne website and we encourage you to speak with a planner before lodging a permit application. The steps to finding out if you need a planning permit and how to apply for one are:

Step 1

Check [City of Melbourne Interactive Maps \(CoMMaps\)](#) to see what planning controls apply to your property, including the Heritage Overlay and the Victorian Heritage Register.

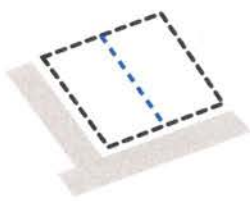
Step 2

Read the planning controls that apply to your property (Heritage Overlay is Clause 43.01) and check whether a permit is required for your buildings and works.

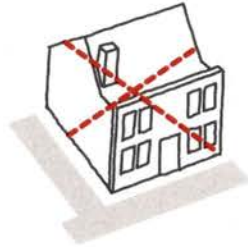


Need advice? Speak with a planner on 9658 9658

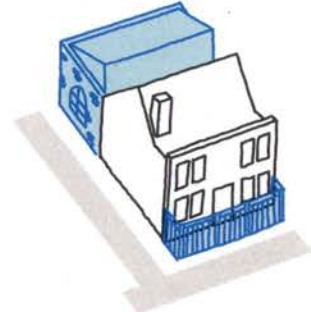
Currently permits are needed under the Heritage Overlay to:



subdivide land



demolish or remove a building or part of a building



construct a building or part of a building or a fence



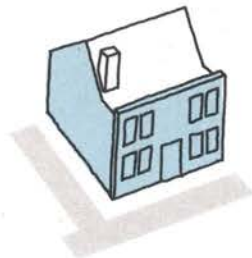
construct or carry out works



externally alter a building



construct or display a sign



externally paint an unpainted surface (or re-paint an already painted surface a different colour)



externally paint a building if the painting constitutes an advertisement

BUILDING AND DEVELOPMENT

Assessing planning permits

The City of Melbourne's heritage policies guide planners in assessing applications for permits under the Heritage Overlay. The policies encourage development that is in harmony with the existing character and appearance of designated heritage places and areas.

Planners consider a range of factors including but not limited to how the proposed development impacts the heritage significance of the property, how it contributes to the character of the surrounding area or precinct and other elements such as height, setbacks, what can be seen from the street and materials used.

Refer to the [Heritage Design Guide](#).

Find out more about the planning application process

[Planning applications](#)

[Process overview](#)

[Do I need a permit?](#)

[Advice before you apply](#)

[Apply for a planning permit](#)



FREQUENTLY ASKED QUESTIONS

How does the Heritage Overlay affect me?

The Heritage Overlay triggers the need for a planning permit for specified types of building and works that may affect the heritage significance of that place. The permit requirements are listed in the Heritage Overlay Clause at 43.01-1 in the [Melbourne Planning Scheme](#).

Is my building in a Heritage Overlay?

To find out if your property is in a Heritage Overlay search for your address at the [City of Melbourne Maps online](#).

Where can I find out the level of significance of my property?

To find out if your property is significant, contributory or non-contributory check the [Heritage Places Inventory in the Melbourne Planning Scheme](#). If your property is not listed in the inventory it is likely to be non-contributory.

How can I find out more about my house?

If your property has been included in a recent heritage review there may be a Statement of Significance identified in the Schedule to the Heritage Overlay at Clause 43.01 as a document incorporated in the Melbourne Planning Scheme.

The most recent heritage reviews are Arden, Macaulay, City North, Kensington, West Melbourne, Guildford and Hardware Laneways, Southbank and the Hoddle Grid. You can also consult the [list of documents incorporated in the Melbourne Planning Scheme](#).

If you wish to conduct more in depth research about the history of your place the local library or historical society is a good place to start. Here is a [list of local libraries](#).

The Public Records Office of Victoria also has a section on [researching your house](#).



Need advice? Speak with a planner on 9658 9658

FREQUENTLY ASKED QUESTIONS

Can I demolish my heritage property?

Full demolition of a significant or contributory building will not generally be permitted.

What sort of changes can I make to my heritage property?

Council recognises that heritage places need to change to adapt to contemporary needs. There are likely to be opportunities for changes and additions that meet your needs but do not impact adversely on the building's significance. It is recommended that you discuss your plans with a planner prior to lodging your permit application. Some people choose to engage a suitably qualified heritage consultant to assist with developing plans and applying to Council.

How much of the building structure can I remove before it becomes demolition?

Changes to heritage places are approached on a case by case basis with consideration of their significance and the proposed works. All decisions must be informed and guided by the Statement of Significance and the potential impact on heritage significance of the place. Please discuss with a planner.

If I build an extension/addition to my property does it have to look the same as the existing heritage building?

New work, meaning changes or additions to a place, needs to respect heritage significance and be identifiable as something new. While some people believe that new work needs to reproduce the appearance of the existing heritage building Council's heritage policies encourage high quality contextual design which avoids replicating historic forms and details.

Refer to the Heritage Design Guide



Do I need a planning permit for routine maintenance and repairs e.g. fixing the gutter?

Under the Heritage Overlay you do not need a permit for routine repairs and maintenance that replace 'like for like' so long as they do not change the appearance of the place or impact on its significance. If you have any questions, or are unsure, please contact Council's planning department.

Can I paint my house without a planning permit?

Under the Heritage Overlay you do not need a permit for routine repairs and maintenance when replacing 'like for like' so long as they do not change the appearance of the place or impact on its significance. If you are thinking about repainting the building in a different colour from its current colour you may need planning permission. Certain areas in the Heritage Overlay will specify that paint controls apply – check the schedule to the Heritage Overlay to see if the 'external paint control' column is ticked.

If you have any questions, or are unsure, please contact Council's planning department.

Can I make changes inside my house without a planning permit?

Usually yes unless the Melbourne Planning Scheme identifies your property as having internal heritage controls. Internal controls are rare and it is unlikely that your property has them. You can check by looking up your property on the [Schedule to the Heritage Overlay at Clause 43.01](#).

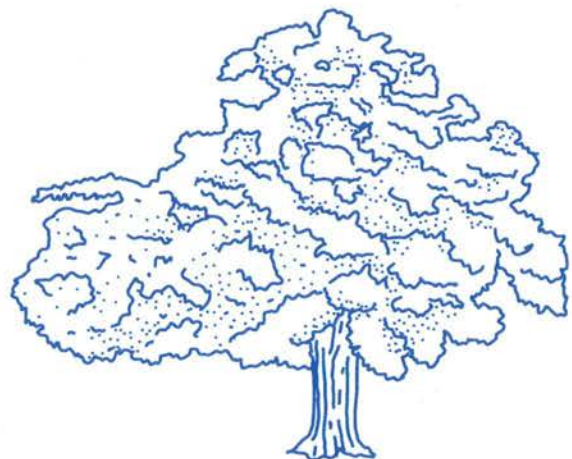
Do I need a permit to install solar panels?

You need a permit to install a solar energy facility (solar panels) if it is visible from the street (other than a lane) or public park.

How can I find out about significant trees?

If an individual tree is of heritage significance it will be on the Heritage Overlay and listed separately in the Schedule to the Heritage Overlay. If a tree or trees form part of the heritage significance of a property the column headed 'tree controls' will be ticked in the table to the Schedule to the Heritage Overlay at Clause 43.01 and a permit will be required for some works on those trees. Check with Council's planners.

In addition, Melbourne has an Exceptional Tree Register that recognises, celebrates and protects trees on private land. Find out more and check where they are using the [online map](#).



Need advice? Speak with a planner on 9658 9658

HERITAGE GRANTS

Melbourne Heritage Restoration Fund

If you are planning a project to conserve or restore your heritage place in the City of Melbourne there are grants available through the Melbourne Heritage Restoration Fund.

There are two streams: the Landmark and Community Buildings Fund and The All Heritage Buildings Fund. To find out more and apply visit [heritage grants](#).



Living Heritage

Living Heritage is targeted at state significant places at risk. A place must be on the Victorian Heritage Register to be eligible for this grants stream. The program is administrated by Heritage Victoria. To find out more visit [Living Heritage Program](#).



20 Wimble Street, Parkville - before and after paint removal

MORE INFORMATION

[City of Melbourne's Heritage Strategy 2013](#)

[Melbourne Planning Scheme online](#)

[Heritage and planning at the City of Melbourne](#)

[City of Melbourne's Heritage Design Guide](#)

[Heritage Victoria](#)

Heritage Victoria is the State Government's principal cultural (non-Aboriginal) heritage agency. It identifies, protects and interprets Victoria's most significant cultural heritage resources and advises on heritage matters. It also administers the [Victorian Heritage Database](#).

[Aboriginal Victoria](#)

Aboriginal Victoria administers the *Aboriginal Heritage Act 2006* and works with Traditional Owners to protect and manage Victoria's Aboriginal cultural heritage.

[Victorian Heritage Database](#)

The Victorian Heritage Database is home to the Victorian Heritage Register which lists the State's most significant heritage places, objects and historic shipwrecks protected under the *Heritage Act 2017*. It's also home to the Victorian Heritage Inventory which lists all known historical archaeological sites in Victoria.

[Heritage Council of Victoria](#)

The Heritage Council of Victoria advises the government and others on how to conserve and protect historically important objects and places. It is an independent statutory body and provides legal protection for places and objects that are important to the history and development of Victoria.

[Office of the Victorian Government Architect](#)

OVGA provides leadership and strategic advice to government about architecture and urban design and promotes awareness about how good design can make great living places and urban environments.

[The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013](#)

The Burra Charter sets a standard of best practice for all involved in the assessment, documentation and management of places of cultural heritage significance in Australia.

[The National Trust of Australia \(Victoria\)](#)

An independent charity and the leading operator of house museums and heritage properties in the state with a mission to 'inspire the community to appreciate, conserve and celebrate its diverse natural, cultural, social and Indigenous heritage.'

[What House is That? A Guide to Victoria's Housing Styles, Heritage Council of Victoria 2007](#)

Easy to use booklet which identifies Victoria's key housing styles

[Public Records Office of Victoria \(PROV\)](#)

The PROV is the archive of the State Government of Victoria.

[Planning Practice Note 1](#)

Applying the Heritage Overlay, DELWP, August 2018

How to contact us

Online:

melbourne.vic.gov.au

In person:

Melbourne Town Hall - Administration Building
120 Swanston Street, Melbourne
Business hours, Monday to Friday
(Public holidays excluded)

Telephone:

03 9658 9658

Business hours, Monday to Friday
(Public holidays excluded)

Fax:

03 9654 4854

In writing:

City of Melbourne
GPO Box 1603
Melbourne VIC 3001
Australia



Interpreter services

We cater for people of all backgrounds
Please call 03 9280 0726

03 9280 0717 廣東話
03 9280 0719 Bahasa Indonesia
03 9280 0720 Italiano
03 9280 0721 普通话
03 9280 0722 Soomaali
03 9280 0723 Español
03 9280 0725 Việt Ngữ
03 9280 0726 عربي
03 9280 0726 한국어
03 9280 0726 हिंदी
03 9280 0726 All other languages

National Relay Service:

If you are deaf, hearing impaired or speech-impaired,
call us via the National Relay Service: Teletypewriter (TTY)
users phone 1300 555 727 then ask for 03 9658 9658
9am to 5pm, Monday to Friday (Public holidays excluded)

melbourne.vic.gov.au



CITY OF MELBOURNE