

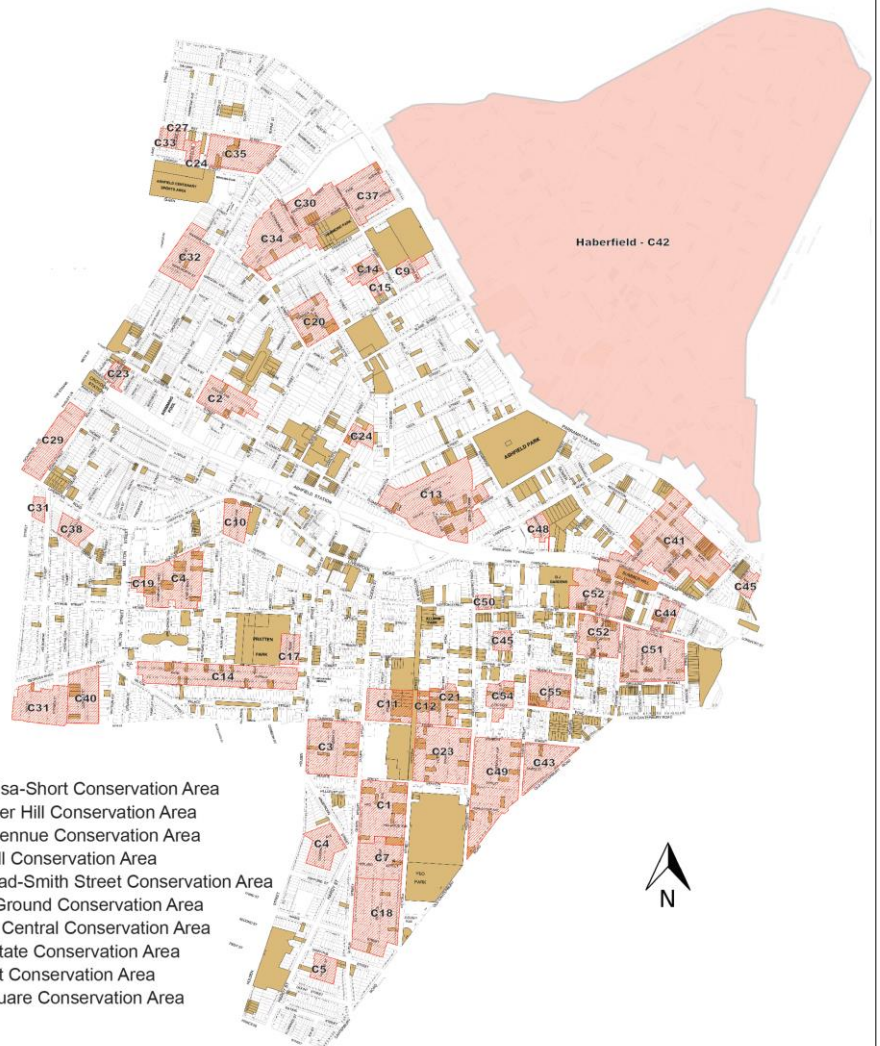
MINOR WORK GUIDANCE DOCUMENT

LIST OF MINOR OR MAINTENANCE WORKS FOR BUILDINGS AND SITES IN HERITAGE CONSERVATION AREAS AND HERITAGE ITEMS IN THE ASHFIELD LOCAL ENVIRONMENTAL PLAN 2013

HCA LOCATION INFORMATION

Area Code Area Name

C1	Ambleside and Holwood Conservation Area
C2	Eccles Estate Conservation Area
C3	Farleigh Estate Conservation Area
C4	Goodwin Avenue Conservation Area
C5	Hillcot Street Conservation Area
C6	Hampden Street & King Street Conservation Area
C7	Harland Estate Conservation Area
C9	Ilford Avenue Conservation Area
C10	Miller Avenue Conservation Area
C11	Mountjoy Estate Conservation Area
C12	Murrell Estate Conservation Area
C13	Federal Fyle Conservation Area
C14	Park Avenue Conservation Area
C15	Rectory Estate Conservation Area
C16	Richmond Avenue Conservation Area
C17	Rose Street Conservation Area
C18	Service Avenue Conservation Area
C19	Somerville Avenue Conservation Area
C20	Taringa Estate Conservation Area
C21	Tintern Road Conservation Area
C23	Victoria Square Conservation Area
C24	Webbs Avenue Conservation Area
C26	Birriga Road Conservation Area
C27	Bridges Avenue Conservation Area
C28	Edwin Street North Conservation Area
C29	Gads Hill Conservation Area
C30	Hammond Park Estate Conservation Area
C31	Howes Estate Conservation Area
C32	Ivanhoe Estate Conservation Area
C33	Lang Street Conservation Area
C34	Lucy Street Conservation Area
C35	Rathgael Estate Conservation Area
C37	The Ranch Conservation Area
C38	Wetherill Street Conservation Area
C39	Goodlet Conservation Area
C40	Hillside Conservation Area
C43	Clover Hill Conservation Area
C44	Fleet Street Conservation Area
C45	Haig Avenue Conservation Area
C46	Lindsay-Louisa-Short Conservation Area
C47	North Summer Hill Conservation Area
C48	Oaklands Avenue Conservation Area
C49	Prospect Hall Conservation Area
C50	Prospect Road-Smith Street Conservation Area
C51	Quarantine Ground Conservation Area
C52	Summer Hill Central Conservation Area
C53	Tavistock Estate Conservation Area
C54	Teakle Street Conservation Area
C55	Trafalgar Square Conservation Area



Reference map from Inner West Development Control Plan 2016 (former Ashfield LGA area) showing all places which are either Heritage Conservation Areas (light red with Area Code) or Heritage Items (light brown). These locations are listed in ALEP 2013.

1.0 Introduction

It is important to ensure alterations to buildings and sites within Heritage Conservation Areas and to Heritage Items are carried out adequately to carefully fit in and respect the historic significance of these places. For most situations such as major building alterations this requires a development application to be lodged and have the work approved by Council, then to have a Construction Certificate approval for particular work.

For “minor work” the following exceptions apply to the above process:

- (i) There is particular work that can be carried out without Council approval specified in the State Government “Codes State Environmental Planning Policy”. This is called exempt development and is limited to specific works described in the Codes SEPP, such as non structural work to the interiors of building within Heritage Conservation Area. Refer to its Part 2 “Exempt Development Codes” to see that list of work.
- (ii) For other minor external works not covered by the Codes SEPP, Council has a process where a property owner can obtain quick approval from Council without being required to obtain a statutory development consent. This document in **Part 2** below provides an indicative guidance list for what those minor works or maintenance works are. This process saves time for a property owner and overcomes the associated costs for a development application.

The **Heritage Exemption Application** form contains the process for requesting a Council letter to carry out the works listed in **Part 2** below. For this one must provide a description of the work sufficient enough for Council to be able to have certainty the work will be adequately carried out. Council will then respond in a timely manner. There is also a small fee to cover administrative processing.

This process is permitted under clause 5.10 of the Ashfield Local Environmental Plan 2013 which states:

ALEP 2013

5.10 Heritage conservation

(3) When consent not required

However, development consent under this clause 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*

2.0 List of Minor Work for External Building Alterations– Heritage Conservation Areas and Heritage Items

The following provides a guidance list of minor maintenance work that will likely result in Council issuing a letter that a property owner may carry out that work, providing there is adequate documentation for the work.

Whilst this covers most general situations, it is not possible to cover every potential situation on the list. This will also depend on the complexity and level of heritage significance of the building and site and matters that have to be taken into consideration.

For any parts you are uncertain about or not covered in the list, an upfront meeting can be sought with Council's Heritage Adviser for advice on what will be acceptable. Alternatively one can contact a local designer or architect who has the relevant experience who might be wanting to offer complementary assistance on straightforward matters such as selecting appropriate paint colours.

Applicable work

- 2.1 External alterations must be to buildings and places that have been lawfully constructed and the new works only pertain to the minor works listed in clauses 2.2 and 2.3.

Minor non structural external works

- 2.2 Must be for minor work or maintenance work that is non-structural external work including:
- alterations to the exterior of a building such as re-roofing (except on Heritage Items), plumbing, electrical works, repairing cement rendering, recladding not including walls, attaching fittings, restoration and decorative work
 - downpipes and roof guttering
 - repairs to fencing
 - painting of existing painted surfaces
 - repairs to pavements or driveway areas
 - repairs to balconies or verandahs
 - repairs to garages and outbuildings or similar

Recladding of roofs on Heritage Items is not considered minor work.

Above must comply with the following:

- (a) alterations must not involve the making of, or the alteration to the size of, any opening in the roof of a building, or any opening in an external wall such as a doorway or window
- (b) must not drain stormwater onto adjoining properties
- (c) existing materials must be replaced with similar materials
- (d) replacing of roof cladding must not require works that affect the load bearing capacity of walls or roofs
- (e) recladding of roofs must not involve altering the roof pitch or form
- (f) must not impede any existing fire exits or paths of travel to a fire exit

- (g) all work involving removal of asbestos cement and lead contaminated paint must comply with Workcover Authority guidelines and must not cause soil or air contamination
- (h) must not involve the rendering of surfaces not already rendered including stone, face brickwork or tiles
- (i) must not involve the removal of slates or tiles, other than slates or tiles that are being repaired or replaced with new slates or tiles in the same material and which are a similar pattern style, colour and external finish
- (j) must not involve a change of material type, profile or texture
- (k) must not involve removal of render or plaster or fibre cement sheets, except where making minor repairs to existing surfaces
- (l) must not involve painting of traditionally unpainted surfaces of face brick, stone, slate and tiles; and must not involve re-cladding of walls
- (o) must not involve the re-sheeting of roofs except where a traditional corrugated profile sheet in galvanised steel/zincalume/colorbond (unpainted or mid to dark grey or a traditional heritage colour) replaces an existing sheet metal or corrugated asbestos sheet roof and is installed in accordance with manufacturer's specification
- (m) replacement downpipes and guttering must be a traditional colour and original profile consistent with the style of the building; and paint colours and their placement must be appropriate to the original style of the property or conform with a Council approved scheme if available.
- (n) repointing of brick or sandstone walls must be in a traditional manner using traditional materials
- (o) replacement or renovation of non-original kitchen or bathrooms in Heritage Items
- (p) Repainting of existing painted surfaces must use the same traditional colour. An alternate colour is acceptable providing it is sympathetic to the building's traditional colour scheme

Explanatory Note:

Applicable examples include painting front timber fences, timber window frames, doors and door frames, guttering and downpipes, existing painted pavements, balustrades or decorative timber, garage existing painted walls and existing painted metal roofs.

Windows, glazed areas and external doors

- 2.3 Must be for minor work for replacement of windows, glazed areas & external doors and :
- (a) no reduction in the area provided for light and ventilation is permitted and structural support members such as lintels cannot be removed
 - (b) materials comply with AS1288 glass in buildings – selection and installation, and AS 2208 safety glazing materials for use in buildings (human impact conditions)
 - (c) replacement does not involve increases in size or relocation
 - (e) no roller shutters or metal screens are permitted
 - (f) existing obscure glazing must be replaced with similar obscure glazing so as not to impact on the privacy of neighbouring properties
 - (g) must not change window or door opening appearance; proportions and frame size
 - (h) must replace like with like or be of design, style, profile and materials consistent with the period of original construction of the building
 - (i) original intact leadlight glazing and glazing bars are retained
 - (j) any damaged original leadlight glazing is replaced with the same materials
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