HERITAGE STUDY REVIEW – the process

- Council holds workshops to commence the review process.
- Call for submissions from the public to help identify areas and places to be investigated for their heritage significance. As part of a submission, it would be most helpful to the process if as much information as possible is provided i.e. historical research (age of the house, who built it, previous owners, etc.).

START

COLLATION OF SUBMISSIONMS

- At the conclusion of the submission period, Council staff will collate all submissions.
- The Cultural Heritage Community Committee will be drawn upon to assist with initial gathering of information about the property or place i.e. history of ownership, architectural period, ect.

ASSESSMENT

• Each area or place identified during the submission period will undergo an assessment of significance against the Office of Environment and Heritage guidelines. An area or place must meet at least one criterion from the list of criteria to warrant listing. (Refer Assessing Heritage Significance document for more detail).

LANDHOLDER CONSULTATION

 Owners of properties identified as potential items or properties located in potential heritage conservation areas, will be notified and a consultation process will be held with those owners.

DRAFT REPORT

 Following the technical assessment and landholder consultation; a draft report will be prepared detailing specific recommendations relating to the outcomes of the process thus far.

EXHIBITION OF DRAFT REPORT

• Subject to a Council resolution, the Draft Report will be placed on public exhibition and submissions on the draft recommendations will be invited.

FINAL REPORT

- A final report will be prepared following the exhibition period taking into account any submissions received during that period.
- Upon adoption of the report by Council, the review will sit as an addendum to the existing Community Based Heritage Study.
- The final step is to amend the LEP to include any new items or altered items; and include any new or adjusted Heritage Conservation Areas within schedule 5.