

# APPLICATION UNDER SECTION 60, HERITAGE ACT 1977

For approval to carry out a section 57(1) activity to an item or land listed on the State Heritage Register or to which an Interim Heritage Order applies.

## Please complete all relevant parts of this form and attach:

• 2 copies of all drawings necessary (one set full size and one set A3 size) to describe your proposal. Show clearly what you propose to demolish, remove, destroy or excavate, what will remain without change, and what you propose to construct, create, plant or alter. Show the relationship of your proposals to the site boundaries and existing site features.

## Please include photographs of the building and areas affected by your proposal.

- 1 copy of a heritage impact statement and any other supporting documentation. Information to assist you to prepare your application and documentation is available from the Heritage Branch.
- 1 copy of a conservation management plan (CMP), if your proposal will have a major impact on the heritage significance of an item listed on the State Heritage Register.
- If archaeological excavation is proposed, complete the section entitled 'Excavation Director' on page 2.
- The Excavation Director cannot be the applicant. An Archaeological Assessment/Research Design may be required.
- \* The Applicant is legally responsible for the fulfillment of all conditions of approval (unless another individual is specifically named in a condition).
- Application fee (no GST is applicable) --- see page 3.

**Note:** Additional copies of drawings and other documentation may be required if the application requires public notification.

DIVISION USE ONLY

Application No:  
.....

File No:  
.....

Date received:  
.....

## ITEM AND/OR PROPERTY

Name of item or property (or shipwreck no.): ..... SHR No:.....

Address:.....

Suburb or Town: ..... Postcode: ..... Council:.....

Was the Interim Heritage Order made by the local council?.....If so, this application should be submitted to council.

Type and/or description of the item (vacant land, house, movable item, etc): .....

Is there a CMP for the item? ..... Who prepared it?: ..... Date: .....

Has the CMP been endorsed by the Heritage Council? ..... Date: .....

## PROPOSAL

Description of the proposal:.....

Estimated cost of works:.....

## APPLICANT \*

Name: ..... Company Name (if applicable).....

Address:..... Postcode:.....

Person responsible for project:.....

Telephone: ( ) ..... Mobile: ..... Email: .....

Signature:..... Date:.....

Updated 2010

**INTEGRATED DEVELOPMENT**

Has consent for integrated development been granted? ..... If so: IDA No: .....Date: .....

Please attach a copy of the consent.

Is this application consistent with the consent?.....

**CONSENT OF OWNER (WHERE THE APPLICATION IS NOT MADE BY THE OWNER)**

Note: The owner's consent must relate specifically to the making of this application. It may be provided in a separate letter. If the item is situated on Crown Land, this section should be completed by the lawful occupier.

I, ..... the owner of the item to which this application relates, hereby consent

to the making of this application. Signature: ..... Date: .....

Address: ..... Postcode: .....

Telephone: ( ) ..... Mobile: ..... Email: .....

**EXCAVATION DIRECTOR**

Note: Complete this section if your proposal involves building cavities or excavation of land which will or is likely to disturb relics

Name: ..... Company Name (if applicable):.....

Address: ..... Postcode: .....

Telephone: ( ) ..... Mobile: ..... Email:.....

Signature of Excavation Director: ..... Date: .....

Please attach CV of Excavation Director if this has not been lodged with the Heritage Division within the last 12 months. An Archaeological Assessment/Research Design may be needed for Archaeology – check with the Heritage Branch.

---

## MAKING YOUR APPLICATION

---

If the item is listed on the **State Heritage Register** or has an **interim heritage order made by the Minister**, forward the application and fee to ...

**Heritage Division (OEH)**  
**Locked Bag 5020**  
**PARRAMATTA NSW 2124**

**Email: [heritagemailbox@environment.nsw.ov.au](mailto:heritagemailbox@environment.nsw.ov.au)**

For an item with an **interim heritage order made by a council**, forward your application and the applicable fee to the council.

**For further information, please contact the Heritage Division on (02) 9873 8500**

---

## ECONOMIC ROLE OF HERITAGE

---

Please help us determine the economic role of heritage in development in NSW by answering the following questions:

Cost of Project \$ .....

Does this project create new long term jobs (for example through by providing a new service or facility)  Yes  No

If yes how many? .....

How many construction and professional workers will be engaged on this project during the life of the project? .....

---

## APPLICATION FEES

---

<b>Estimated cost of work</b>	<b>Fee</b>
For work to a private owner-occupied house up to \$100,000	\$150
Other projects up to \$100,000	\$300
\$100,000 - \$500,000	\$400 plus \$25 for each additional \$100,000 or part \$100,000 .
\$500,000 - \$1,000,000	\$500 plus \$100 for each \$100,000 or part \$100,000 over \$500,000.
\$1million - \$2million	\$1,000 plus \$50 for each \$100,000 or part \$100,000 over \$1million.
\$2million - \$5million	\$1,500 plus \$33.33 for each \$100,000 or part \$100,000 over \$2 million.
\$5million - \$10million	\$2,500 plus \$10 for each \$100,000 or part \$100,000 over \$5million .
Over \$10million	\$3,000 plus \$10 for each additional \$100,000 or part \$100,000 .

**Please Note:** You can apply to have the fee reduced or waived on the basis of financial hardship. If you wish to do so, please submit evidence of financial hardship with your application .

# Section 60 checklist



**NAME AND ADDRESS OF ITEM:**

**NAME OF APPLICANT:**

*This form will assist you to check that your application is complete and can be processed without delay. Please print it out and attach to your application for immediate verification by the Heritage Branch.*

<b>The Section 60 Form</b>	<b>Please tick</b>	<b>Office use</b>
Are all the fields in the section 60 form complete?		
Are the location details of the item correct?		
Have you described your proposal AND included the estimated cost of works?		
Have you included your contact details?		
If you are submitting a section 60 application AFTER an integrated development approval, have you included a copy of that approval, including the attached conditions?		
Have you got the owner's consent for this application?		
If you are proposing an archaeological excavation, have you included the details of the Excavation Director, including their CV?		
Have you included the economic section to help us understand the contribution of your development to the State's economy?		

## Additional Documents

Have you attached two copies of all drawings?		
Have you attached one copy of the heritage impact statement?		
Have you attached photographs?		
If your proposal will have a major impact on heritage significance, have you attached one copy of the conservation management plan?		
If an archaeological proposal, have you attached an Archaeological Research Design?		

## Application Fee

Have you enclosed the application fee?		
--	--	--

## FOR OFFICE USE ONLY

<b>Application considered complete &amp; accepted</b>	<b>Date</b>
---	-------------