

Redland City Plan General Exemption Certificate Local Heritage Places

Version 1



Shore Street East Precinct, c.1920s (RCC Library)

General Exemption Certificate - Local Heritage Places

This document is a General Exemption Certificate (GEC) issued by the Chief Executive Officer, Redland City Council (Council), under the provisions of the *Queensland Heritage Act 1992* and applies to all places entered in the Local Heritage Register (Schedule 7 – Heritage Schedule of City Plan).

This document may be updated from time to time. Please check the Redland City Council website for the latest version.

It is recommended that anyone wishing to carry out work on a Local Heritage Place, review all the available information to understand the local heritage significance of the place. Work can then be planned to avoid inadvertently damaging important heritage features.

1. Purpose

This GEC aims to allow landowners and other persons to confidently undertake minor building work, maintenance and repairs required to keep Local Heritage Places in safe operation and good repair without requiring assessment against the heritage provisions contained in the Redland City Plan 2018 (the City Plan).

Under the *Planning Act 2016*, the definition of building work includes the types of works that could be considered maintenance and repairs. In most instances, these would require assessment against City Plan, such as the following:

- Altering, repairing or moving a built, natural, or landscape feature.
- Altering, repairing or moving building finishes that contribute to the place's cultural heritage significance.
- Altering, repairing or moving artefacts that contribute to the place's cultural heritage significance.

The GEC is not intended to deal with major or complex development to Local Heritage Places and does not permit Local Heritage Places or elements of a Local Heritage Place to be:

- demolished, removed or altered in a way that removes or reduces their heritage values.
- adapted or used in a way that is incompatible with their cultural heritage values.

The GEC is granted without application under the *Queensland Heritage Act 1992* and applies to all Local Heritage Places listed on Council's Local Heritage Register and is solely related to the heritage provisions outlined in City Plan. Other approvals for building work, plumbing and drainage work, operational work and material change of use may still be required.

For clarity, the GEC also guides landowners and other persons to confidently undertake other more common maintenance activities, which are not classified as development but which must be carried out in a way that does not impact upon the cultural heritage significance of a place.

2. Understand the place's heritage significance

To confirm that your place is listed in the Local Heritage Register please check the City Plan located on Council's website via the following webpage:

https://www.redland.qld.gov.au/info/20292/redland_city_plan/914/redland_city_plan_documents

Understanding why a place is important is a fundamental aspect of heritage conservation practice and the basis for making development decisions. Each Local Heritage Place listed in the Local Heritage Register includes a heritage citation that captures the relevant information.

Council has prepared a fact sheet 'Understanding Heritage Citations' to help explain how places of local heritage significance are protected within Redland City, the structure of the Local Heritage Register, and how to understand a heritage citation for a Local Heritage Place. A copy of the fact sheet can be found here:

https://www.redland.qld.gov.au/info/20016/planning_building_and_development/1054/local_heritage_places

It is also worth checking to see if a conservation management plan has been prepared that may provide a more detailed level of significant information about that place. If a conservation management plan has been prepared, it should also be considered, and its recommendations taken into account.

3. Instructions

Before you commence work, you must read each table in Section 8 of this GEC to ensure the work you intend to complete may be undertaken without the need to lodge a development application with Council. Additionally, you must ensure that the work can be undertaken in accordance with the limitations and conditions set out in section 7 column 2 of the relevant table(s) in section 8.

If unsure, you should consider seeking advice from a qualified heritage professional. To assist landowners and other persons, Council offers access to a Heritage Advisor who can provide limited free advice to help them make decisions

about conserving and managing a Local Heritage Place. To access the heritage advisor, please contact the Council's Strategic Planning Unit on (07) 3829 9999.

If the intended development is not covered under the GEC, please refer to Council's fact sheet 'Living with Heritage' for further information on when to apply for heritage approval from Council. The fact sheet is available for download from the following webpage:

https://www.redland.qld.gov.au/info/20016/planning_building_and_development/1054/local_heritage_places

4. Seek advice

The care of heritage places is a specialised field and often expert advice is needed. It is important to seek advice from qualified heritage professionals and trades people with experience in heritage conservation prior to undertaking work on a Local Heritage Place. To avoid expensive and irreversible mistakes, it is recommended that qualified and experienced persons be used to carry out repairs or alterations to significant heritage features. To ensure a person is suitably qualified, it may be useful to request examples of their work prior to engaging their services.

The Department of Environment and Science (DES) has developed technical notes that provide information about how to plan and undertake various types of conservation work. These technical notes have relevance for Local Heritage Places and are a valuable guide to assist in works/development undertaken on Local Heritage Places.

The technical notes are available on the Queensland Government website:

<https://www.qld.gov.au/environment/land/heritage/publications>

5. Conditions under this General Exemption Certificate

Development carried out under the GEC must comply with conditions listed in section 7 and section 8 of this certificate, as well as the conditions that are listed under each category of development.

Before commencing any work, all persons who will be working on the Local Heritage Place should receive a copy of this certificate. It is advised that regular inspections be made during and at the completion of the work, to ensure that all conditions are being met. A person who contravenes the conditions may be subject to penalty under the *Queensland Heritage Act 1992*.

6. Keep a record

Local Heritage Place owners are advised to keep records of maintenance and other work carried out at a heritage place as this is an essential aspect of heritage conservation. Owners are encouraged to maintain a record of work undertaken at a place by keeping a maintenance logbook to record all work carried out.

As a continuous record of a place over time, a logbook is a useful reference for future owners/managers of a place. The record should include a description of the work, date of completion, costs, contractors and warranties. It may also be useful to include a photographic record of work before and after completion.

7. Conditions

These conditions apply to all development carried out under the GEC:

- 7.1 The only development made exempt under this GEC is listed in Section 8 of this document.
- 7.2 Development must be carried out in accordance with the applicable conditions in this GEC.
- 7.3 Development must not cause damage to or removal of significant built fabric, natural features or sub-surface archaeological artefacts.
- 7.4 If development reveals previously unidentified features or items of cultural heritage significance, contact Council as soon as possible for advice on handling the situation.
- 7.5 If development disturbs or reveals archaeological artefacts, stop work immediately and seek advice from a qualified heritage practitioner. Penalties apply for anyone failing to give notification of the discovery of an archaeological object to the Department of Environment and Science (DES), as per the requirements of the *Queensland Heritage Act 1992*.
- 7.6 Protect significant building fabric and other features or artefacts from incidental damage during development.
- 7.7 If damage to the heritage place occurs, report the incident to Council as soon as possible, confirming relevant details of the incident in writing and any measures taken to resolve the incident.

8 Development that may be carried out under this General Exemption Certificate

8.1 Maintenance and Cleaning

Regular maintenance and cleaning of buildings and structures helps to preserve their condition, prevent deterioration of building fabric and monitor arising maintenance issues.

Column 1	Column 2
Activity	Conditions
Essential repair and maintenance work identified on an essential repair and maintenance notice given under s84 of the <i>Queensland Heritage Act 1992</i> .	<ul style="list-style-type: none"> Essential repair and maintenance work must be carried out in accordance with all conditions listed on the essential repair and maintenance notice.
General maintenance of a buildings fixtures and fittings to maintain its condition or operation	<ul style="list-style-type: none"> Existing fittings, fixtures, plant and equipment must not be removed or damaged and new building materials must not be introduced.
Non-abrasive cleaning to remove surface deposits, organic growths or graffiti.	<ul style="list-style-type: none"> Cleaning must not remove or damage existing materials. Cleaning must not include 'high pressure' water blasting (exceeding 100 psi at the surface being cleaned), abrasives or chemicals. Cleaning must only use low pressure water (less than 100 psi at the surface being cleaned) neutral detergents, mild brushing or scrubbing with soft brushes.
Removal of building elements to inspect or treat termites and other damaging insect pests.	<ul style="list-style-type: none"> Inspection or treatment must not result in the permanent removal of existing building fabric unless it is beyond repair. Any areas of the building that are damaged by inspection or treatment must be returned to a sound condition matching the original building materials and details.
Refixing of loose elements of a building.	<ul style="list-style-type: none"> Existing fixings in sound condition must be reused. Any new fixings must be of the same material and use the same method of fixing as originally used.

Technical notes

This General Exemption is supported by the following Department of Environment and Science technical note:

- *Technical note: Inspection cleaning and maintenance*

8.2 Painting

Maintaining surface condition of painted finishes helps to extend the workable life of a paint system and protect building fabric from deterioration.

Column 1	Column 2
Activity	Conditions
Preparation for repainting a painted surface.	<ul style="list-style-type: none"> • Preparation for painting must not disturb or remove earlier paint layers other than those that have failed by peeling or cracking. • Preparation must not disturb or remove significant features, elements or fabric. • Care must be taken to ensure that preparation does not impact on original or early detail (for example damage to the profile of a chamferboard can be impacted by the incorrect sanding method or tool).
Repainting of painted surfaces (in the existing colour scheme).	<ul style="list-style-type: none"> • Prior to applying new paint, apply an appropriate undercoat over existing paint work as an isolating layer to protect significant earlier layers of paint and to provide a stable basis for repainting. • Ensure paint products are 'fit for purpose' and meet applicable Australian Standards. • The method of application must not result in damage to the substrate or the finish. • Do not apply opaque paint to surfaces that are not already painted with an opaque paint.
Buffing, oiling and varnishing to maintain an existing applied finish.	<ul style="list-style-type: none"> • The composition of the oil or varnish must be the same as, or compatible with, the existing finish. • The method of application must not result in damage to the substrate or the finish. • Polyurethane coatings are not permitted unless they have been previously applied.

Technical notes

This General Exemption is supported by the following Department of Environment and Science technical notes:

- *Technical note: Painting—maintenance*
- *Technical note: Painting—surface preparation*
- *Technical note: Painting—glossary*
- *Technical note: Painting—lead paint*

8.3 Minor Repairs

Minor repairs keep built elements in sound condition and working order and help prevent deterioration. Minor repairs should be based on the Burra Charter principle of doing as little as possible and only as much as is necessary to retain and protect the element. Replacement must only occur as a last resort when the major part of an element is beyond further maintenance.

Column 1	Column 2
Activity	Conditions
<p>Minor repair, removal and replacement (Damaged or deteriorated building material only)</p>	<ul style="list-style-type: none"> • Removal and replacement must only be undertaken when the original fabric is deteriorated significantly and can no longer be conserved. • Building materials or elements that are removed must be replaced with materials that match existing appearance, composition, detailing, size, position, finish and fixing method. • Replacement must not exceed 20% of the item of the existing building material or elements proposed for replacement in any two year period.
<p>Minor building work (Internally) – consistent with an approved CMP ‘action plan’ prepared for the Local Heritage Place.</p> <p>Note: An accepted CMP must be prepared by a qualified heritage professional (M.ICOMOS) and consistent with DES Guideline: Preparing a Conservation Management Plan http://www.DES.qld.gov.au/assets/documents/land/heritage/gl-conservation-management-plans.pdf</p>	<p>(Only where an accepted CMP exists which provides clear guidance for the proposed development to occur).</p> <ul style="list-style-type: none"> • Altering, repairing or removing furniture and fittings, in accordance with an approved action plan. • Altering, repairing or removing building elements and finishes. • Development to facilitate internal building work or a fit out (e.g. bathroom or kitchen upgrade) in accordance with an approved action plan.
<p>Minor building work or propping (to reinforce defective structural elements only).</p>	<ul style="list-style-type: none"> • Removal of structural elements is not permitted. • Minor building work or propping must be carried out in concealed or unobtrusive areas. • Works must be designed in a manner which is reversible and avoids impacting original or early fabric.
<p>Repair or replacement of severely deteriorated structurally unsound timber or concrete stumps.</p>	<ul style="list-style-type: none"> • Replacement stumps must match original material, size and position and original ant caps. Tie down and bracing must be reused where practicable. • Re-levelling must not raise or lower a structure in relation to the existing floor levels.

Technical notes

This General Exemption is supported by the following Department of Environment and Science technical notes:

8.3.1.1 Technical note: Minor repairs—door and window hardware

8.3.1.2 Technical note: Minor repairs—conserving roofs

8.3.1.3 Technical note: Minor repairs—metalwork

8.3.1.4 Technical note: Minor repairs—slate and terracotta roof tiles

8.3.1.5 Technical note: Minor repairs—steel framed door and window

8.3.1.6 Technical note: Minor repairs—stone and masonry

8.3.1.7 Technical note: Minor repairs—timber

8.3.1.8 Technical note: Minor repairs—timber doors and windows

8.4 Building services

Repairing or upgrading existing building services or installing new services helps to maintain buildings in a habitable condition and to improve building operation.

Column 1	Column 2
Activity	Conditions
Maintenance and repair of existing services:	
<ul style="list-style-type: none"> • Electricity • Telecommunications • Air conditioning and heating • Fire detection and control • Plumbing, drainage, gas 	<ul style="list-style-type: none"> • Wiring and data cables must be concealed in existing service routes, cavities, voids, sub-floor or ceiling spaces only. • Work must be designed in a manner which is reversible and avoids impacting original or early fabric. • Trenching for the repair of underground services must not disturb built or landscape features. For places with identified archaeological values, trenching must be limited to the extent of existing service trenches. Reinstatement ground surface on completion.
Upgrade and installation of services:	
<p>General Provisions</p>	<ul style="list-style-type: none"> • Install new fittings/equipment in unobtrusive locations. • Installation is only permitted when existing fittings and fixtures are not significant and original fittings/fixtures do not survive. • Installations must be designed to be reversible (able to be removed without harm to original or early elements). • Openings up to a maximum diameter of 25mm can be made in significant fabric to facilitate insertion of wiring, data cables, ducting and pipes. • Trenching (see above).
<ul style="list-style-type: none"> • Electricity and telecommunications such as: <ul style="list-style-type: none"> ○ circuit breakers, ○ power boards, ○ rewiring/cabling, ○ switches and points. 	<ul style="list-style-type: none"> • Original power point, gas lighting fittings and light switch fittings should be preserved in their original locations where this is practical. • Original or early fittings must not be removed or relocated. • Smoke alarms and earth leakage protection is encouraged and should minimise harm to original and early fabric and be reversible. • Openings up to a maximum diameter of 25mm can be made in fabric to facilitate insertion of new wiring.

<p>Electrical fittings such as: new fans or lighting to existing wall or ceiling mounts.</p>	<ul style="list-style-type: none"> • New fittings must be positioned in the same places as previous surface-mounted items where this is practical. • Chasing for installing wiring in walls or other building surfaces is not permitted. • Where previous fittings do not exist, new wiring must be concealed in existing service routes, cavities, voids, sub-floor or ceiling spaces only. • Openings up to a maximum diameter of 25mm can be made in fabric to facilitate insertion of new wiring. • Installations should minimise harm to original and early fabric and be reversible. • Where new components must be visible, they must be chosen to minimise visual impact.
<p>Air conditioning, heating and ventilation systems</p>	<ul style="list-style-type: none"> • Split systems are not to be located on prominent elevations and should not be visible from the street. • Ducted systems – use existing components if possible or replace in existing locations. • Installation of window box/wall air conditioners is not permitted. • Solar hot water panels are permitted in unobtrusive positions that are not visible from street or prominent views. • Installations should minimise harm to original and early fabric and be reversible.
<ul style="list-style-type: none"> • Plumbing and drainage, • Metal roof vents in metal roofs • Rainwater tanks 	<ul style="list-style-type: none"> • New plumbing must be concealed in existing cavities, subfloor and ceiling spaces only. • Roof vents are permitted in unobtrusive positions that are not visible from street or prominent views and are reversible. • Replacement water tanks must match existing tanks in appearance, material, size and position. • New rainwater tanks where not plumbed into fixtures are permitted in positions not visible from the street or prominent views.
<p>Solar panels, antennae, satellite dishes</p>	<ul style="list-style-type: none"> • Installations are not to be located on major elevations and should not be visible from the street. • Installations should minimise harm to original and early fabric and be reversible.

Insulation	<ul style="list-style-type: none"> • Insulation, such as wall/roof insulation, does not involve drilling into, cutting or removing important heritage features.
Minor repairs resulting from removal of non-significant service items.	<ul style="list-style-type: none"> • Minor repairs must utilise materials that match existing appearance, composition, detailing, size, position, and finish of existing.

Technical notes

This General Exemption is supported by the following Department of Environment and Science technical notes:

8.3.1.9 Technical note: Building services—maintenance and repairs

8.3.1.10 Technical note: Building services—upgrades and installation

8.3.1.11 Technical note: Building services—planning

8.3.1.12 Technical note: Building services—lighting

8.3.1.13 Technical note: Building services—heating and cooling

8.5 Safety and Security

New and temporary security devices enhance building security and protect fragile heritage features. They allow heritage places to be used safely.

Column 1	Column 2
Activity	Conditions
Installation of temporary barriers (e.g. fencing, scaffolding or hoardings) to prevent unauthorised access or secure public safety.	<ul style="list-style-type: none"> • Temporary barriers must be made stable during and after construction to prevent accidental damage. • Temporary barriers must not connect to existing building fabric. • Installations should minimise harm to original and early fabric and be reversible.
Installation of new surface mounted locks and rim locks.	<ul style="list-style-type: none"> • Existing original or early hardware (such as locks and handles) must not be removed or relocated regardless of condition. • Where new components are visible, they must be the smallest of their type and installed in an unobtrusive location to minimise visual impact.
Installation of alarms, portable fire extinguishers, detection devices, video surveillance and emergency lighting signage equipment	<ul style="list-style-type: none"> • Installation of new interior sprinkler systems is not permitted. • Chasing for installing wiring in walls or other building surfaces is not permitted. • Wiring must be concealed in existing service routes, cavities, voids, sub-floor or ceiling spaces only. • Openings up to a maximum diameter of 25mm can be made in significant fabric to facilitate insertion of wiring. • Where new components are visible, they must be the smallest of their type and installed in an unobtrusive location to minimise visual impact. • Installations should minimise harm to original and early fabric and be reversible.

Technical notes

This General Exemption is supported by the following Department of Environment and Science technical notes:

8.3.1.14 *Technical note: Safety and security—minor and temporary works*

8.6 Parks, Gardens and Landscapes

Regular maintenance and ongoing care of parks, gardens and other landscape elements helps to preserve planting schemes, keep important specimens in good health and monitor arising maintenance issues. For cleaning and repairs to monuments, memorials and garden structures see 4.1 maintenance and cleaning.

Column 1	Column 2
Activity	Conditions
Pruning of trees to control size, shape, flowering and fruiting and to remove dangerous, diseased or dead vegetation.	<ul style="list-style-type: none"> Pruning must be carried out in accordance with Australian Standard Pruning and Amenity of Trees AS4373. Do not remove more than 20% of the canopy of a tree in any two-year period, unless the work is carried out by a qualified person (for example an arborist, horticulturalist or tree surgeon) who has given a written assessment that work is required for safety reasons or the long- term health of the tree.
Replanting to maintain garden beds.	<ul style="list-style-type: none"> Use plant species and planting designs that retain the character of the landscape or garden. Avoid use of chemical fertilizer and chemical weed killers near masonry structures.
Installation of garden sprinkler systems.	<ul style="list-style-type: none"> Position garden sprinklers so that water discharge is at least two metres away from all buildings and in-ground structures including monuments and memorials.
Removal of trees that are dead, dangerous or beyond curative repair.	<ul style="list-style-type: none"> Removal is only permitted for trees that have been assessed by a qualified arborist or horticulturalist as dead, dangerous or beyond curative repair. Prior to removing, submit to Council a written report prepared by an Australian Qualification Framework level 5 qualified arboriculturist to demonstrate the vegetation is in poor health and a safety hazard, and is not reasonably capable of being restored to good health.

Technical notes

This General Exemption is supported by the following Department of Environment and Science technical notes:

8.3.1.15 *Technical note: Parks, gardens and landscapes—maintenance*

8.7 Cemeteries

Installation of new grave plots and associated memorials and markers allows active cemeteries to continue functioning with minimum impact on significance. Also refer to *4.1 Buildings and Structures* and *4. Parks, Gardens and Landscapes*.

Column 1	Column 2
Activity	Conditions
Excavation and other work required to make a new burial plot.	<ul style="list-style-type: none"> • Works must be in accordance with a planned expansion of the cemetery or approved Conservation Management Plan. • Development does not include installation of new columbarium walls, family vaults or crypts. • Protect all existing cemetery features and fabric— including headstones, footstones, grave markers, memorials, grave kerbing, iron railings, grave furniture, enclosures, fences and vegetation— from damage.
Erection of memorials or grave markers to new burial plots.	<ul style="list-style-type: none"> • Ensure new markers and plots do not detract from the amenity of the place by changing the existing character or setting detrimentally. • Protect all existing cemetery features and fabric— including headstones, footstones, grave markers, memorials, grave kerbing, iron railings, grave furniture, enclosures, fences and vegetation— from damage.

9 Further information

If you have any further questions, or if you would like to arrange an appointment with Council’s Heritage Advisor, please contact the City Planning and Assessment Group by telephone on (07) 3829 8999 or email rcc@redland.qld.gov.au.