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# HERITAGE PERMIT

GRANTED UNDER SECTION 102 OF THE  
HERITAGE ACT 2017

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Permit No: P38562

Applicant:



**NAME OF PLACE/OBJECT:** AIRLIE, ST KILDA ROAD

**HERITAGE REGISTER NUMBER:** H0722

**LOCATION OF PLACE/OBJECT:** 452 ST KILDA ROAD MELBOURNE, PORT PHILLIP CITY

**THE PERMIT ALLOWS: Demolition of non-original extension to the rear, construction of new addition in its place, construction of a basement, conservation works, and landscaping works generally in accordance with the following documents:**

- Architectural Drawing Set, Lovell Chen (22 December 2023)
- Schedule of Conservation Works, Lovell Chen (22 December 2023)
- Existing Windows Schedule of Works, Lovell Chen (15 November 2023)
- Existing Doors Schedule of Works, Lovell Chen (15 November 2023)
- Methods of Repair, Lovell Chen (July 2023)

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

1. The permission granted for this permit will expire if one of the following circumstances applies: the permitted works have not commenced within two (2) years of the original date of issue of this permit or are not completed within four (4) years of the original date of issue of this permit. Commencement of the permit begins with onsite physical works.
2. The Executive Director Heritage Victoria is to be given five working days' notice of the intention to commence the approved works.
3. Should further minor changes in accordance with the intent and approach of the endorsed documentation become necessary, correspondence and supporting documentation must be prepared and lodged in accordance with the permit condition for endorsement by the Executive Director Heritage Victoria. If the Executive Director considers that the changes are not minor, an amendment to the permit or a new application will be required.
4. Approved works or activities are to be planned and carried out in a manner which prevents damage to the registered place/object. However, if other previously hidden original or inaccessible details of the object or place are uncovered, any works that may affect such items must immediately cease. The Executive Director Heritage Victoria must be notified of the details immediately to enable Heritage Victoria representatives to inspect and record the items, and for discussion to take place on the possible retention of the items, or the issue of a modified approval.
5. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works.
6. Prior to the commencement of any of the works approved by this permit, a **suitably experienced heritage conservation consultant**, approved in writing by the Executive

Director Heritage Victoria, must be engaged to advise and assist as necessary with the preparation of the documentation where any intervention to built fabric of heritage significance is involved and to provide relevant conservation advice to the permit holder during the carrying out of those works. In particular the heritage conservation consultant must help fulfil conditions 8, 9, 10 and 12 of this permit.

7. Prior to the commencement of any of the works approved by this permit a **suitably experienced structural engineer** approved in writing by the Executive Director, Heritage Victoria, must be engaged to advise and assist as necessary with the preparation of the documentation where any intervention to built fabric has the potential to impact the structural integrity of any part of the place. The structural engineer must help fulfill conditions 10 and 11 of this permit.
8. Prior to the commencement of any of the works approved by this permit, a **Heritage Protection Plan** must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the Heritage Protection Plan will be endorsed and will then form part of the permit. The Heritage Protection Plan must include a sequencing program for the approved works, details of any temporary infrastructure and services required, protection methods for the heritage place during the undertaking of the works and a work site layout plan. The Heritage Protection Plan must also include a dilapidation report (including images) for the heritage building to record its condition prior to the commencement of works approved by this permit.
9. Prior to the commencement of any of the works approved by this permit, a **schedule and construction-ready (marked as such) drawings of conservation works** must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the drawings will be endorsed and will then form part of the permit. The conservation works must be completed within the period of validity of the permit.
10. Prior to the commencement of any of the works approved by this permit, a **construction ready (marked as such) set of architectural and engineering drawings**, must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the drawings will be endorsed and will then form part of the permit.
11. Prior to the commencement of any of the works approved by this permit, a **report prepared by a suitably qualified Structural Engineer**, must be submitted to the Executive Director Heritage Victoria for approval. Once approved, report will be endorsed and will then form part of the permit. The report must demonstrate the means by which the heritage building will be supported during demolition and construction works relating to the basement and single storey rear addition.
12. Prior to the commencement of landscape works, a **construction ready (marked as such) set of landscape drawings** must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the drawings will be endorsed and will then form part of the permit. The landscape drawings must show details of all proposed new works such as structures, landscape features, ground treatments, plantings and fencing.
13. Prior to the commencement of any of the works approved by this permit, a **schedule of materials, colours and finishes** must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the schedule will be endorsed and will then form part of the permit.

14. The Executive Director Heritage Victoria must be informed when the approved works have been completed.
15. The works approved by this permit must be carried out in their entirety unless otherwise agreed in writing by the Executive Director Heritage Victoria.

**NOTE THAT PERMISSION HAS BEEN GIVEN FOR INSPECTIONS OF THE PLACE OR OBJECT TO BE UNDERTAKEN DURING THE CARRYING OUT OF WORKS, AND WITHIN SIX (6) MONTHS OF NOTIFICATION OF THEIR COMPLETION.**

**TAKE NOTICE THAT ANY NATURAL PERSON WHO CARRIES OUT WORKS OR ACTIVITIES NOT IN ACCORDANCE WITH THE PERMIT OR CONDITIONS IS GUILTY OF AN OFFENCE AND LIABLE TO A PENALTY OF 120 PENALTY UNITS (\$22,190.40 FROM 1 JULY 2022) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$110,952 FROM 1 JULY 2022) UNDER s104 THE HERITAGE ACT 2017.**

**WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$887,616 FROM 1 JULY 2022) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,775,232 FROM 1 JULY 2022) IN THE CASE OF A BODY CORPORATE UNDER SECTION 87 OF THE HERITAGE ACT 2017.**

**THE ATTENTION OF THE OWNER AND/OR APPLICANT IS DRAWN TO THE NEED TO OBTAIN ALL OTHER RELEVANT PERMITS PRIOR TO THE COMMENCEMENT OF WORKS.**

**Date Issued:**

16 May 2024

**Signed as delegate for the Executive Director,  
Heritage Victoria pursuant to the Instrument of  
Delegation**



A handwritten signature in black ink, appearing to read "Jessica Hood". The signature is fluid and cursive, with a large initial "J" and "H".

**Jessica Hood**  
Principal, Heritage Permits  
Heritage Victoria