



REFERRAL FORM

This form is to be used by a State Government agency undertaking a public works project, or projects instigated by the State Government or statutory authority. This form should be used if no other authority, such as the West Australian Planning Commission, is required to approve this project.

Under Section 11 of the *Heritage of Western Australia Act 1990*, any proposed changes or works that may affect a place on the State Register of Heritage Places must be referred to the Heritage Council for advice.

Further information about development applications, or for help in completing this form, can be obtained by contacting a Heritage Officer at the State Heritage Office on (08) 6552 4000.

Numbers, names and descriptions of places on the State Register of Heritage Places can be found at www.stateheritage.wa.gov.au

1. REFERRING AUTHORITY

Name of State Government agency or statutory authority:

Address for correspondence:

Postcode:

Contact person:

Telephone:

Email:

Signature of Officer:

Date:

2. PLACE DETAILS

Name of place: (as it appears on the State Register of Heritage Places):

Place number:

Address of place:

Postcode:

3. PROPOSAL

Your reference number:

Brief title of project (e.g. school project, access to public land):

Detailed description of project:

(If space is not adequate, please include detailed description of project in a separate document.)

Expected start and completion date:

Estimated cost of work:

4. DETAILS OF APPLICATION (for projects where the statutory authority is the owner)

Name of applicant:

Address:

Postcode:

Telephone:

Email:

Specify whether the applicant is the owner/occupant/lessee/representative (e.g. builder, architect):

Specify approval applied for and statutory authorisation (e.g. Licence to Occupy Crown Land under s.91 Land Administration Act 1997):

Please specify if there are any statutory time limits for decision:

5. DETAILS OF PUBLIC WORKS PROJECTS

Description of the legal authorisation to carry out this project (e.g. Public Works Act):

Specify any other approvals required and from which agency:

6. MANDATORY SUPPORTING DOCUMENTS

A copy of all drawings and plans (including site plans, plans, sections and elevations).

Current photographs of the site and/or setting of the proposed development.

7. OTHER DOCUMENTS

A heritage impact statement will be required if the project is for a major development.

Consultant report/s (where necessary).

Return your completed form, with accompanying documents to:

State Heritage Office
Bairds Building
491 Wellington Street Perth
PO Box 7479
Cloisters Square
PO WA 6850

T: (08) 6552 4000
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F: (08) 6552 4001
E: info@stateheritage.wa.gov.au
W: www.stateheritage.wa.gov.au