

# Application to enter, amend or remove an entry relating to a place or places in the Tasmanian Heritage Register

Tasmanian Heritage Council  
GPO Box 618  
Hobart Tasmania TAS 7001

Phone: 1300 850 332 (local call cost)  
Email: [enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au)  
Web: [www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

Any person or organisation may make an application to the Tasmanian Heritage Council to:

- enter a place(s) in the Tasmanian Heritage Register;
- amend an entry of a place(s) in the Tasmanian Heritage Register; or
- remove an entry of a place(s) in the Tasmanian Heritage Register.

We recommend that you contact Heritage Tasmania before you submit your application. Our staff will be able to talk through the processes and the level of information needed to support your application.

In Tasmania, a heritage place may be afforded protection as:

- (a) a place of state heritage significance entered in the Tasmanian Heritage Register;
- (b) a place of local heritage significance listed in a heritage code of a local planning scheme.

State heritage significance in relation to a place means it has aesthetic, archaeological, architectural, historic, scientific, social, spiritual or technical value to the whole STATE for past, present and future generations.

Local heritage significance in relation to a place means it has aesthetic, archaeological, architectural, historic, scientific, social, spiritual or technical value to a LOCAL OR REGIONAL AREA for past, present or future generations.

Our *Guidelines for Assessing Historic Heritage Significance* are a useful resource to understand the difference between places of local heritage significance and those of state heritage significance. A copy is available online at [www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

Please note that to manage workloads the Heritage Council sets a work program for each financial year which prioritises the applications it receives based on strategic development of the Heritage Register or those places at risk.

## The Tasmanian Heritage Register explained

The Tasmanian Heritage Register is a list of places that have been assessed by the Heritage Council as being of historic cultural heritage significance to the whole of Tasmania. The requirements for the Heritage Register are set out in the *Historic Cultural Heritage Act 1995* (the Act).

A place may be:

- a) A site, precinct or parcel of land;
- b) A building or part of a building;
- c) A shipwreck;
- d) Any item in or on, or historically or physically associated or connected with a site, precinct or parcel of land; and/or
- e) Any equipment, furniture, fitting and articles in or on, or historically or physically associated or connected with, any building or item.

A place may be entered in the Heritage Register if it has been assessed as meeting at least one or more of the following criteria:

- a) the place is important to the course or pattern of Tasmania's history
- b) the place possesses uncommon or rare aspects of Tasmania's history
- c) the place has the potential to yield information that will contribute to an understanding of Tasmania's history
- d) the place is important in demonstrating the principal characteristics of a class of place in Tasmania's history
- e) the place is important in demonstrating a high degree of creative or technical achievement
- f) the place has a strong or special association with a particular community group for social or spiritual reasons
- g) the place has a special association with the life or work of a person, or group of persons of importance in Tasmania's history
- h) the place is important in exhibiting particular aesthetic characteristics.

Physical condition, authenticity and integrity of places are also taken into account in the assessment. However, it is possible for a place of poor condition to be entered in the Heritage Register where other values, such as historic or community value, are high.

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<b>Office Use Only</b>
Date Received:
THR Ref No.

## 1. Your details

Name/s		
Address		
Town/Suburb		Postcode
Phone number (w)	(m)	(h)
Email		

## 2. Owner's details (if different from above)

Name/s		
Address		
Town		Postcode
<b>Have you discussed this application with the owner?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <small>Please note that the Heritage Council is required to provide the name of the applicant to the place owner if requested. You are encouraged to discuss this application with the owner if you feel comfortable to do so.</small>		

## 3. Details of the Place

Name and/or type of place <small>(e.g. building, ruin, site, bridge, shipwreck, hedge)</small>	
Address	
Town	Postcode
Municipality	
Title Reference <small>(if known, available on rates notices)</small>	Property ID <small>(if known, available on rates notices)</small>
Grid References <small>(available from Google Maps or from LIST, <a href="http://www.thelist.tas.gov.au">www.thelist.tas.gov.au</a>)</small>	
Easting:	Northing:
<input type="checkbox"/> Please attach a map or diagram showing the location and an outline of the extent of the place. Note that an entry may be whole of title, part of a large title, or extend across multiple titles.	

#### 4. Are you applying for an entry, amendment or removal of a place or places in the Heritage Register?

**An entry**

*Go to Question 5*

##### The Process

This application will be assessed against each of the eight criteria set out in the Act. The process includes reviewing historical information, texts, maps and photographs.

If the Heritage Council is of the view that the place does meet one or more of the criteria, it begins the two-staged registration process outlined in the Act:

1. The 'provisional registration' stage gives the owner, Local Government, and all members of the Tasmanian community an opportunity to provide information and feedback on whether they think the place should be permanently entered in the Heritage Register. The owners and Local Government are sent letters to seek feedback, and a public notice is placed in the local newspaper advising of the intention to enter the place in the Heritage Register. There is a 60-day period for submissions and objections to be sent to the Heritage Council for or against the permanent entry.
2. In the second stage the Heritage Council considers any submissions and objections received. If the Heritage Council decides that the place should be entered in the Heritage Register, the place is said to be permanently registered and another round of notifications is issued.

Any person who made a submission or an objection in the first stage and does not agree with the Heritage Council's final decision, can appeal that decision to the Resource Management and Planning Appeal Tribunal (RMPAT).

**An amendment**

*Go to Question 6*

##### The Process

The Heritage Council may amend an entry in the Heritage Register to:

- a) update the entry; or
- b) correct an error in or relating to the entry; or
- c) to give effect to any decision of the Resource Management Appeal Tribunal;
- d) to reflect physical events or legal or planning changes relating to the entry;
- e) to accommodate changes in the form of the Heritage Register; or
- f) for any other reasonable cause.

The Heritage Council will notify the owner and any other parties it deems necessary, unless the change is of a minor clerical or purely technical kind (e.g. updates to addresses, land titles and PIDs relating to the entry to maintain current location information).

**A removal**

*Go to Question 7*

##### The Process

The Heritage Council may remove an entry from the Heritage Register if it is satisfied that:

- a) the place has been destroyed; or
- b) because of new information or for some other reason the place does not meet or no longer meets, any of the registration criteria; or
- c) the entry duplicates an existing entry; or
- d) the removal is required by law.

If the Heritage Council intends to remove a place from the Register, it begins the two-stage process outlined in the Act:

1. The 'intention to remove' phase gives all members of the Tasmanian community an opportunity to provide information and feedback on whether they think the entry should be removed from the Heritage Register. Owners and Local Government are sent letters, and a public notice is placed in the local newspaper advising that the entry is being considered. There is a 30-day period for submissions and objections to be sent to the Heritage Council in support of, or against, removal.
2. In the second stage, the Heritage Council considers any submissions and objections received. If the Heritage Council decides that the place should be removed from the Heritage Register, the property owner, local council and any person who made a submission and objection are notified of the removal.

Any person who made a submission or objection in the first stage, and who does not agree with the Heritage Council's final decision, may appeal that decision to the Resource Management and Planning Appeal Tribunal (RMPAT).

## 5. Reason for entry of a place or places in the Tasmanian Heritage Register

Tick those criteria you think are relevant to this place and explain why in the box provided.

Attach extra information if needed.

Consult the *Guidelines for Assessing Historic Heritage Significance* at [www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

<input type="checkbox"/> (a) The place is important to the course or pattern of Tasmania's history	
<input type="checkbox"/> (b) The place possesses uncommon or rare aspects of Tasmania's history	
<input type="checkbox"/> (c) The place has the potential to yield information that will contribute to an understanding of Tasmania's history	
<input type="checkbox"/> (d) The place is important in demonstrating the principal characteristics of a class of place in Tasmania's history	
<input type="checkbox"/> (e) The place is important in demonstrating a high degree of creative or technical achievement	
<input type="checkbox"/> (f) The place has a strong or special association with a particular community group for social or spiritual reasons	
<input type="checkbox"/> (g) The place has a special association with the life or work of a person, or group of persons of importance in Tasmania's history	
<input type="checkbox"/> (h) The place is important in exhibiting particular aesthetic characteristics	

**Attach a description of the place(s), including as much detail as possible**

Describe the place's main features, for example:

- the approximate size of the place
- the number and location of buildings, structures, features or ruins
- construction dates and materials used
- the physical condition of the buildings (e.g. well maintained, intact, collapsing or ruin)
- details of historic gardens or mature trees and an indication of their species (if known), size, age and health
- whether there is potential for archaeological features (e.g. there is evidence of buildings no longer visible).

**Attach an overview of the history of place(s)**

This overview can include things like dates of construction; names of owners, builders, architects; how and who used the place and any changes to use over time; any events of significance, and any community values associated with the place.

**Go to Question 8**

## 6. Reason for amendment

It is recommended that you review the existing entry in the Tasmanian Heritage Register. Tick the reason or reasons for amending the entry and explain why in the box provided. Attach extra information if needed.

- To update or provide further information**  
*For example, additional information relating to the history of the place or persons associated with the place.*
- Please provide details of the additional information. Written or photographic evidence, or references to original documents or sources (e.g. extracts from books or articles) may be attached with this application.

- Correct an error**  
*For example, incorrect construction date, incorrect description.*
- Please provide details of the error and new information to correct the error. Written or photographic evidence, or references to original documents or sources (e.g. extracts from books or articles) may be attached with this application.

- To reflect physical events or legal or planning changes relating to the entry**  
*For example, changes to land titles, events such as fire or unanticipated collapse or the approved removal of a building.*
- Please provide details of the physical events or planning changes.

- For other reasonable causes**
- Please provide details of the cause and why you think it is reasonable that the entry be amended to reflect that cause

**Go to Question 8**

## 7. Reason for removal of the entry

It is recommended that you review the existing entry in the Tasmanian Heritage Register. Tick the reason or reasons for removing an entry or entries and explain why in the box provided. Attach extra information if needed.

**It has been destroyed**

Please provide details as to how and when the place was destroyed, along with photographic evidence.

**It duplicates another Heritage Register entry**

Please provide details of the other entry in the Heritage Register you think duplicates this entry.

**New information or for some other reason the place does not meet or no longer meets, any of the registration criteria**

Please provide comments against the relevant registration criteria:

(a) The place is important to the course or pattern of Tasmania's history

(b) The place possesses uncommon or rare aspects of Tasmania's history

(c) The place has the potential to yield information that will contribute to an understanding of Tasmania's history

(d) The place is important in demonstrating the principal characteristics of a class of place in Tasmania's history

(e) The place is important in demonstrating a high degree of creative or technical achievement

(f) The place has a strong or special association with a particular community group for social or spiritual reasons

(g) The place has a special association with the life or work of a person, or group of persons of importance in Tasmania's history

(h) The place is important in exhibiting particular aesthetic characteristics

## 8. Supporting information

Supply as much information as possible to support your application. Additional information may include:

- Details of any current or imminent threats to a place
- Copies of newspaper articles, websites, books, etc.
- Current and historic photos, maps and diagrams (electronic or hard copies are acceptable)
- A list of your information sources (e.g. books, historical society information, surveys, conservation management plans, etc.)
- Other \_\_\_\_\_

## Your signature

<b>Signature</b>
<b>Date</b>

## Privacy Information

Personal information will be collected from you for the purposes of assessing your application and will be used by the Tasmanian Heritage Council and Heritage Tasmania for managing, assessing and advising upon this application and may be used for other purposes permitted by the *Historic Cultural Heritage Act 1995*.

You are required to provide this information by the *Historic Cultural Heritage Act 1995*.

Your personal information will be used for the primary purpose for which it is collected and may be disclosed to other public sector bodies, organisations or planning authorities authorised to use it.

Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of information.

Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to Heritage Tasmania. You may be charged a fee for this service.