Dedicated to a better Brisbane

# General Exemption Certificate: Local heritage places

This General Exemption Certificate is given under Section 75(3) of the *Queensland Heritage Act 1992* for all Local heritage places identified on the Heritage overlay in *Brisbane City Plan 2014* (City Plan). It applies to building work, plumbing or drainage work and operational work that is substantially started on 27 November 2026 or later.

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# 1.0 Background

Development on Local heritage places is regulated to ensure the cultural heritage significance of the place is conserved. Most types of works, including some maintenance activities, on a Local heritage place are considered development under the *Planning Regulation 2017* (Schedule 10, Part 8).

Brisbane's Local heritage places are identified on the Heritage overlay in *Brisbane City Plan 2014* (City Plan). Citations and detailed information, including statements of significance, history and descriptions, are published in Local Heritage Places online.

The *Queensland Heritage Act 1992* provides for local governments to issue an exemption certificate, including a general exemption certificate, for development that will not have a detrimental impact or will only have a minimal detrimental impact on the cultural heritage significance of a Local heritage place.

This General Exemption Certificate is based on the principles of good conservation practice set out in *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Heritage Significance, 2013* (Burra Charter). The Burra Charter and its accompanying guidelines are considered the best practice standard for cultural heritage management in Australia.

# 2.0 Purpose

This *General Exemption Certificate: Local heritage places* (General Exemption Certificate) permits, without submission of an application, the carrying out of maintenance and minor work to Local heritage places in accordance with the applicable conditions.

This General Exemption Certificate applies to all Local heritage places identified in the Heritage overlay of City Plan and applies to certain building work, operational work and/or plumbing and drainage work under the *Planning Act 2016,* listed in **Tables 1-12**.

**Any works that involve a material change of use or reconfiguration of a lot on a Local heritage place are not included in this General Exemption Certificate.**

**Only works strictly carried out in accordance with the conditions of this General Exemption Certificate are allowed under this exemption.**

**This General Exemption Certificate does not infer, exempt or grant any other approvals that may be required under the *Planning Act 2016*, City Plan, or any other legislation.**

Works that are not listed in **Tables 1-12** may require approval from Brisbane City Council via a development application or a Heritage Exemption Certificate. Visit www.brisbane.qld.gov.au and search for 'heritage development' to find out more about approval requirements for Local heritage places.

Only owners or persons with an owner's consent are permitted to carry out works under the requirements of this General Exemption Certificate.

This General Exemption Certificate does not apply to State heritage places. State heritage places are those that are identified in the Queensland Heritage Register. Visit www.qld.gov.au and search 'Heritage development' to find out more about approval requirements for State heritage places.

For further advice about the application of this General Exemption Certificate, refer to section **7.0 Further information**.

# 3.0 Instructions

Follow the below steps to ensure all works on Local heritage places are carried out in accordance with the requirements of this General Exemption Certificate.

- **Step 1**: Check if the place is a Local heritage place. Refer to the Heritage overlay mapping in *Brisbane City Plan 2014* in City Plan online and the information on Local Heritage Places online.

- **Step 2**: Understand the cultural heritage significance of the place and use it to inform how the works are planned and carried out. Refer to Local Heritage Places online, which provides the citation for the place. The citation contains specific information about why the place is important and its heritage significance. Further research and investigation of the features of a place may reveal more information.

  For more information on understanding the cultural heritage significance of the Local heritage place, refer to **6.0 Definitions**.

- **Step 3**: Identify elements and features that contribute to the cultural heritage significance of the place. Understanding these allows you to make informed decisions about alterations or repairs. In addition to the information about a place found in Local Heritage Places online, you may need to seek specialist advice from an appropriately qualified and experienced heritage consultant to assist you in understanding the significance of the place. Certain works may also require specialist conservation advice.

- **Step 4**: Confirm the scope of proposed works; for example, timber window sash and sill repairs and repainting. **In line with good conservation practice, adopt a cautious approach and undertake only as much work as necessary and as little as possible.**

- **Step 5**: Consider the guidance provided in this General Exemption Certificate and use it to inform the approach to the works required. For technical information to guide planning and undertaking various works at Local heritage places, visit www.brisbane.qld.gov.au and search for 'heritage development'.

- **Step 6**: Seek specialist advice if you are uncertain about how to undertake works in line with heritage best practice or require further information about significant features and elements. Heritage consultants and qualified tradespersons with specialised experience in heritage conservation are best placed to provide advice to avoid irreversible mistakes and costly repairs. They may also be able to assist in identifying elements and features of the place that have cultural heritage significance.

- **Step 7**: Check and confirm that the works to be undertaken are covered by this General Exemption Certificate and can be carried out exactly in accordance with its conditions. Different aspects of the works may be covered in different tables of this General Exemption Certificate; for example, painting (Table 3) may require a temporary structure (Table 10) such as scaffolding.

- **Step 8**: Seek advice if you are uncertain the works are covered by this General Exemption Certificate. Contact Council on 07 3403 8888 and ask to speak with a Planning Information Officer.

- **Step 9**: Choose contractors and qualified tradespersons carefully. Seek contractors who have specialist heritage conservation skills and demonstrated experience working with heritage places. Ask for examples of their work before engaging their services.

- **Step 10**: Determine if other approvals are required; for example, a permit under a local law or a development approval for a change of use under City Plan. For information about other Council approvals that may be relevant, contact Council on 07 3403 8888 or visit www.brisbane.qld.gov.au and search for 'planning and building'.

- **Step 11:** Proceed with the works, follow the conditions in this General Exemption Certificate and keep records. Records are useful to plan or review maintenance and other works, to demonstrate compliance with any approvals, and to keep a history of the changes to the place for current and future owners.

  Records should include the following details:

  - before and after photos of the area of the works
  - a written description of the works
  - owner's consent
  - date completed
  - contractors
  - warranties.

# 4.0 General Exemption Certificate conditions

Conditions of this General Exemption Certificate are to ensure that works undertaken do not have a detrimental impact or will only have a minimal detrimental impact on the cultural heritage significance of a Local heritage place.

Failure to comply with all general conditions and applicable specific conditions outlined in this document may be an offence under the *Queensland Heritage Act 1992*, for which penalties may apply.

Read section **3.0 Instructions** before undertaking any works.

Refer to section **6.0 Definitions** for a list of definitions that apply to terms used in this approval.

## Conditions

These conditions apply to **all works** carried out under this General Exemption Certificate.

| Conditions | Timing |
|---|---|
| Only development on a Local heritage place that is described in the 'Works' column of Tables 1-12 is made exempt by this General Exemption Certificate. | At all times. |
| Development must be strictly carried out in accordance with all applicable conditions in this document. | At all times. |
| Before commencement of works provide information about the cultural significance of the place and the conditions to all persons undertaking the works. | Prior to the works occurring. |
| Works must not cause damage to, or removal of, the significant features or materials of a Local heritage place unless otherwise conditioned in Tables 1-12. | At all times. |
| If works reveal previously unidentified significant features or materials of cultural heritage significance, **cease work immediately**. Contact Council on 07 3403 8888 and ask to speak with the Senior Heritage Advisor for advice on how to proceed. | As soon as practicable. |
| Works may only be undertaken with the consent of the owner of the Local heritage place. | At all times. |
| Use appropriately qualified persons to carry out repairs and alterations to significant heritage features. | At all times during the works. |
| Protect the significant features and materials of the Local heritage place from incidental damage during the works. | At all times during the works. |
| If substantial damage occurs to the Local heritage place, contact Council on 07 3403 8888 and report the damage to the Senior Heritage Advisor. | As soon as practicable after damage occurs. |
| Allow Council officers to access the place to inspect or record development. | Within five days of the request for access. |

## Other requirements

It is an owner's responsibility to check and identify health and safety hazards before undertaking works on a Local heritage place. There may be legal requirements for managing hazardous materials, including requirements to obtain advice from qualified or licenced specialists. For information and guidance on safety hazards, contact the appropriate Queensland Government authorities at WorkSafe via www.worksafe.qld.gov.au.

It is a requirement under the *Queensland Heritage Act 1992* to report the discovery of archaeological artefacts that are important to the history of Queensland. If you discover an archaeological artefact during works, stop work immediately and contact the Queensland Government Department of Environment and Science via Archaeology@des.qld.gov.au or call 13QGOV (13 74 68). For further information on managing Queensland's archaeological heritage visit www.qld.gov.au and search 'archaeology'.

## General conservation guidance

- Regular inspection of heritage places:
    - is good conservation practice and allows owners to keep the property in reasonable condition and protect it from damage and/or deterioration and
    - allows issues to be identified early so that prompt maintenance can be taken to prevent minor problems escalating into major repairs.
- Testing may be required to determine the state of a material before deciding on actions for conservation, or to support current or future uses or works.
- Identify and be aware of hazardous materials such as lead-based paint and asbestos-containing materials so that appropriate safety and/or mitigation measures can be undertaken and so that any legal requirements are adhered to.
- Disturbance to, and removal of, hazardous materials such as lead-based paint and materials that contain asbestos must be undertaken in accordance with legislative requirements.
- Visit www.worksafe.qld.gov.au for useful information on identifying hazards in older buildings such as the:
    - health and safety requirements for managing the disturbance or removal of materials that contain asbestos
    - safe removal of lead-based paint.

## Related guides

- Owning a Local heritage place

# 5.0 Works that may be carried out under this General Exemption Certificate

The following **Tables 1-12** specify the types of work that may be carried out under this General Exemption Certificate and the associated conditions.

Read section **3.0 Instructions** before undertaking any works.

Refer to **6.0 Definitions** for a list of definitions that apply to terms used in this approval.

General conservation guidance is provided in **4.0 General Exemption Certificate conditions.** Additional specific conservation guidance for each type of work is provided under each table.

Guidance information explains and illustrates general approaches to best practice conservation and offers practical tips. Provided as general information only, guidance information does not form part of this General Exemption Certificate approval.

# Table 1: Maintenance and cleaning

Regular maintenance and cleaning of buildings and structures helps to preserve their condition, prevent deterioration of building elements, and monitor issues as they arise.

Example works:

- *Cleaning dirt and grime from stone monuments*
- *Cleaning landscape features including pavements and fences*
- *Removal of graffiti*
- *Cleaning timber walls and fences*
- *Refixing loose roof sheeting*
- *Refixing loose floorboards*

| Works | Conditions |
|---|---|
| **Cleaning significant elements**<br>Non-abrasive cleaning to remove surface deposits, debris, graffiti and organic growths. | • Cleaning must only use low-pressure water (less than 100 psi at the surface being cleaned), pH neutral detergents, and mild brushing or scrubbing with soft brushes.<br>• Cleaning must not remove or damage existing materials or include water blasting, sandblasting, abrasives or chemicals.<br>• Painting over graffiti or to cover staining is only permitted in accordance with **Table 3: Painting and finishes**. |
| **Refixing loose elements** | • New fixings must be of the same material and use the same method of fixing as existing. If existing fixings are made of lead, the closest possible match in size and finish in a modern alternative is permitted. |
| **Maintaining fixtures to keep operational and in good condition** | • An element removed for conservation maintenance must be reinstated in its original location using the same method of fixing as existing. |
| **Treatment of corrosion** | • Treatment methods must not cause damage to areas of uncorroded material.<br>• Removal of existing finishes to treat corrosion must be in accordance with **Table 3: Painting**. |

## Conservation guidance for maintenance and cleaning

- Opt for hand cleaning methods and appropriate solvents to mitigate damage.
- Liquid metal polishes that remove tarnish from brass can cause corrosion and leave a residue. Opt instead for mild detergent and soft brushing.
- Test cleaning methods in an inconspicuous location to ensure conditions can be met by using a test-patch not exceeding 500 mm x 500 mm.
- Seek advice from a tradesperson experienced in working with heritage structures for cleaning unpainted stonework or brickwork.
- Painting over unpainted masonry monuments to cover dirt or staining is not good conservation practice as it does not allow for the substrate to breathe.

- Maintain existing drainage outlets, for example as can be found on masonry (stone, brick or concrete) monuments, to prevent moisture damage. Stonemasons carefully design monuments to allow for adequate drainage, such as including drainage holes at the base.
- Seek advice from a conservator before cleaning glass with fragile decorative finishes (leadlight, stained glass, etched glass, glass films).Graffiti removal methods should consider the surface affected, type of graffiti paint or pen used, and the age of the graffiti.
- Re-use existing fixings that are in sound condition.
- Pre-drilling fixing locations may avoid splitting of old timbers.
- For further general advice, information or support related to graffiti management, contact Council on 07 3403 8888 and ask to speak with the Taskforce Against Graffiti.

# Table 2: Inspections and testing

Inspections allow issues to be identified early for prompt maintenance action. Testing the state of existing materials may be necessary to determine future actions to conserve or support the current or future use of the Local heritage place.

Example works:

- *Temporary removal of modern ceiling linings to inspect areas above*
- *Temporary excavation to determine the extent and condition of footings*
- *Taking a mortar sample for analysis*
- *Bore hole testing in soil*
- *Timber species testing*
- *Testing concrete strength to determine its serviceable life or weight bearing capacity*

| Works | Conditions |
|---|---|
| **Inspections, testing**<br>Temporary removal or modification of elements to facilitate inspection activities or testing. | • Only remove the minimum amount of material necessary to inspect or test.<br>• Material that is required to be removed to facilitate an inspection or testing must be reinstated and the area restored to match the pre-disturbed material within one month of removal. |

## Conservation guidance for inspections and testing

- Opt to use existing access points wherever possible.
- Consider an approach that minimises disturbance and damage to surrounding elements when undertaking temporary removals of elements or materials.
- Seek advice from a structural engineer before undertaking any alteration to the surrounds of a structural element, such as minor excavation to determine the extent of foundations.

# Table 3: Painting and finishes

Painting of a Local heritage place can be an important decorative feature and provide an important protective barrier that prevents the deterioration of materials and elements.

Example works:

- *Repainting a house exterior or interior*
- *Removal of deteriorated paint for repainting*
- *Preparation of clear-finished timber elements for a traditional finish such as an oil, wax or shellac*
- *Applying oil coatings, for example, tung oil, to unfinished timber floorboards of a verandah*
- *Re-waxing or reapplying oil to a timber floor*
- *Reapplying a clear finish to flooring*
- *French polishing or applying a shellac to wall panelling*
- *Re-waxing a marble floor*

| Works | Conditions |
|---|---|
| **Surface preparation**<br>Surface preparation for repainting an existing painted finish or clear finish. | • Surface preparation must only occur on surfaces with an existing painted finish.<br>• Works involving original or significant decorative finishes (e.g., wallpaper, stencilling, gold leaf) is not permitted under this certificate.<br>• Prior to undertaking works, the paint finish must be tested on a small, inconspicuous area to ensure there is no damage to the substrate and that the finish is compatible.<br>• Surface preparation must not result in damage to the substrate.<br>• Works must not include pressure washing above 100 psi or use of abrasive paint removal or surface preparation techniques, unless required for surface preparation of cast iron elements.<br>• Removal of cast iron elements to prepare them for powder coating or repainting by sandblasting (or other abrasive treatment methods) is permitted. These elements must be reinstated in their original location using the same method of fixing as existing. |

| Works | Conditions |
|---|---|
| **Repainting**<br>Repainting an existing painted finish or reapplying a clear finish. | • Existing elements that do not have a finish must remain unpainted unless applying oil, wax or tung oil to unfinished timber.<br>• Application of sealant or other surface treatments to unpainted stone or brick is not permitted under this certificate.<br>• The removal of existing finishes must be undertaken in accordance with 'Surface preparation' conditions listed above.<br>• The type and composition of the reapplied finish must be the same as the existing finish unless reverting to a known original finish.<br>• Polyurethane coatings must not be applied to timber that does not have an existing polyurethane finish.<br>• Paint colour must not have a detrimental impact or only have a minimal detrimental impact on the cultural heritage significance of the place.<br>• Rendered finishes are not permitted under this certificate unless to match an existing rendered finish in the same location.<br>• Textured, patterned or other special paint finishes, including but not limited to murals, are not permitted under this certificate. |

## Conservation guidance for painting and finishes

- Consider using hand methods for surface preparation rather than mechanical methods to avoid damage to the underlying layers.
- Avoid disturbing or removing earlier paint or clear-finish layers, except where these have poor adhesion or have failed. Earlier paint layers provide evidence of the history of the Local heritage place. Undertaking a paint scrape analysis to determine original colours is acceptable.
- Consider the use of an appropriate undercoat over existing paintwork as an isolating layer to protect significant earlier layers of paint, to provide a stable base for repainting, and to ensure compatibility of paint layers.
- Choose finishes for timbers that maintain the tint and sheen of the original finish where possible.
- For timber flooring:
    - opt for non-polyurethane coatings, like traditional wax-based treatments, that do not require heavy sanding for reapplication. Polyurethane coatings are defined in **6.0 Definitions**.
    - avoid heavy sanding as this can compromise the strength of floorboards and may lead to failure, particularly where sanding has thinned tongue and groove joints.
- Polyurethane coatings are a modern finish and can cause several issues when applied to timber of traditional construction. Issues to consider include: the inability of floorboards to move, which may lead to splitting; difficulty in its removal; the

requirement for the surface to be sanded for reapplication and potential to damage the timber and its details, such as tongue and groove joints; and changes to the appearance and material properties of the timber.

- Choosing to preserve original paint finishes or reinstate a building's colour scheme helps to retain and enhance its historical significance and complement its architectural and decorative elements. Good heritage practice involves investigation of original and early colours through paint scrape analysis.
- If selecting a new colour scheme, choose colours that complement the appearance of the heritage place and do not detract from its heritage significance. Consider opting for colours similar to those that were available and in use at the time the building was constructed. Understand how different tones were used in the period by looking at old photographs of the building, or similar buildings.

## Additional guides

- Painting traditional timber houses

# Table 4: Services and equipment

Upgrading, maintaining or installing services can help to keep heritage places operational and in use.

Example works:

- *Installing water tanks, hot water systems, satellite dishes, fire services, solar panels*
- *Upgrading and installing air conditioning systems*
- *Rewiring and repairs of electrical components*
- *Installing security cameras or lighting*
- *Installing access equipment to facilitate maintenance*
- *Installing insulation in concealed roof cavities*
- *Replacing or upgrading cabling for services*

| Works | Conditions |
|---|---|
| **Services and equipment**<br><br>Maintenance, upgrade, and installation of services. | • Removal of significant or original fixtures is not permitted under this certificate.<br>• New equipment and service lines **must not**:<br>  - be located on major elevations, or major elevations that are visible from the street<br>  - cause damage to significant or original building materials, features and fixtures.<br>• Installation of new wiring in concealed locations is permitted but must not cause damage to the place or its elements or be visually intrusive via the method of concealment.<br>• Chasing is only permitted in surfaces that can be rectified to match the existing finish, such as smooth render or plaster.<br>• New chasing in unpainted or unrendered brickwork or stonework is not permitted under this certificate.<br>• Unless in a concealed location, new equipment finishes and colour must match the adjacent surfaces.<br>• Installation of new equipment and equipment lines must not result in corrosion damage or incidental deterioration.<br>• Installation of insulation must not damage significant fabric.<br>• All fixings and penetrations are to be in accordance with conditions in **Table 5: Fixings and penetrations**. |

## Conservation guidance for services and equipment

- Existing services and equipment identified as significant should not be removed. Check **Step 2** and **Step 3** in **3.0 Instructions** to identify and understand if these elements contribute to the cultural heritage significance of the place.
- Opt for using existing fixing points and penetrations rather than install or cut new ones.
- Refer to conservation guidance for **Table 5: Fixings and penetrations** for information about fixings and penetrations relating to installation of services and equipment.

- Consider the location of new points and switches to ensure minimal visual and physical impact.
- Opt for concealing equipment and service lines in existing cavities, voids, sub-floor spaces, below ground or in ceiling cavities.
- Take care to direct condensation lines from air conditioning units away from the building, roofing material, metal gutters and downpipes, to avoid water damage and corrosion.
- Consider protecting views to and from the heritage place if installing or relocating network infrastructure such as on-street power poles.

# Table 5: Fixings and penetrations

Fixings and penetrations into existing materials may be needed to facilitate installation of additional services or for other works. A careful approach to the location and installation of fixings and penetrations can avoid permanent damage to heritage buildings and structures.

Example works:

- *Fixings to install services such as satellite dishes, air conditioning, fire services and solar panels*
- *Fixings to install security cameras or lighting*
- *Surface mounting cables for services*
- *Fixing security screens to openings*
- *Affixing signage and displays*
- *Penetrations to facilitate the installation of plumbing or other new services*

| Works | Conditions |
|---|---|
| **Fixings and penetrations**<br><br>Fixings and penetrations conditions generally apply to all works unless stated otherwise. | • Fixings and penetrations must be of the minimum possible size and number and located as unobtrusively as possible.<br>• Penetrations for services must be no larger than 150 mm in diameter unless in a concealed location.<br>• Fixings must be reversible, of minimum size required and less than 16 mm in diameter.<br>• Fixings and penetrations are only permitted in materials that can be easily repaired and must not damage significant elements.<br>• Chemically bonded, expansive, or explosive (nail gun) fixings must not be used.<br>• Fixings to face brickwork and face stonework must be in mortar or grout joints so as not to damage the surface of stone, bricks or tiles.<br>• Fixings used must not result in corrosion damage to significant features. |

## Conservation guidance for fixing and penetrations

- Existing services and fixtures identified as significant should not be removed. Check **Step 2** and **Step 3** in **3.0 Instructions** to identify and understand if these elements contribute to the cultural heritage significance of the place.
- Take care to consider the location and method used for fixings and for cutting of penetrations to avoid damage to original materials.
- Opt for using existing fixing points and penetrations rather than install or cut new ones.
- Choose to locate fixings or penetrations in materials that can be more easily repaired. Materials capable of easy repair include:
  - smooth render, concrete or plaster surfaces
  - timber flooring
  - timber with an opaque painted finish
  - materials located in concealed areas, e.g., a sub-floor or ceiling cavity

  - mortar or grout joints so as not to damage the surface of stone, bricks or tiles
  - flat, non-decorative sections of metal sheet, e.g., plain sections of pressed-metal ceilings
  - corrugated metal sheet.
- Avoid fixings that penetrate waterproofing membranes and linings. Where penetration is unavoidable, ensure adequate waterproofing measures are taken.
- Consider the strength and fragility of existing support elements before mounting new equipment. Avoid fixing into walls and ceilings of less robust construction, particularly delicate elements, such as lath and plaster and pressed metal ceilings.

# Table 6: Minor repairs

Minor repairs keep building elements in sound condition and help to prevent deterioration.

Replacement should be based on the Burra Charter principle of 'changing as much as necessary but as little as possible' to retain and protect the element.

Example works:

- *Roof, gutter, downpipe repair and replacement*
- *Replacing damaged sections of timber posts, cladding or architraves*
- *Renewing or replacing ant caps for termite protection*
- *Addition of tie-downs in roof cavities*
- *Installation of a strengthening beam to an undersized timber member*
- *Replacing asbestos-containing cladding such as roofing, eaves or walls*
- *Repointing brickwork or stonework*

| Works | Conditions |
|---|---|
| **Minor repairs**<br>Minor repair, removal, replacement, and structural reinforcement of damaged or deteriorated elements when the existing element can no longer be conserved. | • All introduced materials must match existing damaged or deteriorated elements in composition, detailing, size, position, profile, finish, appearance, arrangement and fixing method.<br>• Introduced metal elements must be chemically compatible with existing materials and not cause corrosion damage.<br>• Grout or mortar must match the properties of the existing.<br>• In any three-year period, replacement must not exceed 20% of an existing element or feature and is to be supported by keeping records. |
| **Repair and replacement of roof and rainwater goods**<br>Repair and replacement of roof and rainwater goods beyond reasonable repair, and addition of downpipes. | • Replacement of roof and rainwater goods is permitted only where existing materials and elements are beyond reasonable repair, or where the roofing material contains asbestos.<br>• New replacement roof and rainwater goods and materials must match the existing in material, profile, finish, dimensions and fixing methods.<br>• Installation of additional downpipes in locations that do not have a detrimental impact on the aesthetic qualities or cultural heritage significance of the place is permitted.<br>• Modern sealants to repair small gaps, holes or cracks in a roof are permitted. |
| **Minor structural work**<br>Minor work or propping to reinforce defective structural elements. | • Replacement of defective structural elements is only permitted when the elements are beyond reasonable repair, and replacement matches the existing in material, size, profile and finish.<br>• Propping to reinforce defective structural elements is permitted only when works:<br>- are in a concealed or visually unobtrusive location<br>- do not result in the physical modification of the structural element being propped. |

| Works | Conditions |
|---|---|
| **Restumping and levelling**<br>Replacement of damaged or deteriorated timber, steel or concrete stumps, and re-levelling. | • Re-levelling that does not raise or lower the floor level in relation to existing ground levels is permitted.<br>• Replacement stumps must match the existing or must match the original stumps used when the place was first constructed. Matching includes size (dimensions), material, profile, location and height.<br>• New footings are permitted to extend a maximum of 25 mm above the immediate surrounding ground level.<br>• Additional structural elements fixed to the existing building structure are permitted in concealed locations.<br>• Removal of existing brick or stone subfloor structural elements, e.g., footings or fireplaces, is not permitted under this certificate. |
| **Replacing asbestos-containing materials**<br>Removal and replacement of asbestos containing materials such as wall, ceiling, soffit and roof cladding. | • Replacement materials and elements must match the original detailing, profile, size, position, finish and fixing method, and maintain the original appearance of the item being replaced.<br>• Arrangement, appearance, layout and fixings of new materials must match the existing.<br>• Full roof replacement with roofing material of a similar profile and colour to the existing asbestos roof is permitted.<br>• Removal and replacement of asbestos containing material is to be undertaken in accordance with legislative requirements. |

## Conservation guidance for minor repairs

- The guiding principle is to do as little as possible and only as much as necessary when undertaking minor repairs.
- Opt for repairing the damaged area only, rather than replacing whole elements. This can be done by removing and replacing to match the existing in material, size and details. For example, splicing a replacement section of timber into the timber post enables the retention of as much original material as possible. Other methods might include supplementing, propping or reinforcing.
- Obtain the advice of a structural engineer who has experience with heritage structures.
- Source salvaged timber in good condition for replacements, particularly for use in areas subject to high weathering. Timber of early construction is usually of better quality than some modern replacements due to the greater age of the tree stock harvested by previous generations.
- Take care to identify and record fine details and decorative features before undertaking work, so that these can be reinstated to match the existing.
- Seek advice from an expert with experience working with heritage structures before repointing brickwork, tiling, stonework, or other similar materials, with modern products. Mortars should always be weaker than the masonry (bricks or stone), so any cracking that develops will be expressed in the mortar joints. Mortars should be more permeable than the masonry so that the masonry breathes through the mortar

joints, allowing them to dry out if wet. If lime-based mortar is replaced with cement-based mortar it may cause irreparable damage and deterioration of the surrounding brick or stonework. Lime-based mortar is more flexible and permeable than mortar with cement in the mix. It takes longer to dry than cement-based mortars, but it is easier to repair when replacing bricks or stones and is best conservation practice for masonry.

- Where replacing pre-1950s corrugated metal roof sheeting, consider the original roofing material and finish when the building was constructed. Corrugated metal roof sheeting had a galvanized finish up to the 1950s and was typically painted once it began to rust, often in readily available and relatively inexpensive red oxide coloured paint.
- To ensure corrosion damage is avoided, check the effects of new additions on the existing elements of the heritage place with the advice of a trade professional or manufacturer.
- Modern sealants can deteriorate rapidly in exposed locations. Regular inspection is recommended to monitor condition and effectiveness.
- If in sound condition, reuse existing ant caps (termite shields), tie-downs, bracing members and any other original elements disturbed during restumping works, where possible.
- Take care where re-levelling buildings with less robust elements, such as plaster ceilings that can crack. Any damage to less robust elements should be repaired to match the existing.
- Modern alternatives to the original ‘Super Six’ corrugated asbestos roof sheeting are available, with some manufacturers offering rolled sheet metal in the same profile.
- Modern fibre cement sheeting products do not contain asbestos and can be used to replace asbestos-containing sheet products. Modern fibre cement products are of similar durability and appearance, are easy to work with and are low maintenance.

## Additional guides

Asbestos in Local heritage places

# Table 7: Screening, safety and security barriers

Installation of screening and security barriers can ensure contemporary standards of safety and security at a Local heritage place are met. Barriers can also protect significant features or elements.

Example works:

- *Installing temporary fencing, scaffolding or hoardings*
- *Temporary boarding up of openings to secure a place*
- *Fencing unsafe areas and installing sandbags*
- *Installing security mesh*
- *Installing security bars*
- *Installing wire or insect screens to prevent pests*
- *Applying clear or translucent film to glass for safety or privacy*

| Works | Conditions |
|---|---|
| **Temporary barriers**<br>Installation of temporary barriers to prevent unauthorised access, secure a place or enhance safety. | • Temporary barriers must be made stable and secure during and after construction to prevent accidental damage to the place.<br>• Installation of temporary barriers must be reversible and avoid permanent damage to existing materials and fixtures.<br>• All fixings are to be in accordance with **Table 5: Fixings and penetrations**.<br>• Temporary barriers must be installed for a maximum of 6 months in any 12-month period. |
| **Installation of locks**<br>Installation of new surface-mounted locks and rim locks. | • Original exterior hardware and fixtures, such as locks and handles, must not be removed or relocated regardless of condition.<br>• New locks must be the smallest of their type and installed to minimise visual impact. |
| **Securing openings**<br>Installation of metal bars, mesh or other screens for security and to prevent insects. | • Installation must not result in the removal of existing significant original features or fixtures and must be easily reversible.<br>• Security measures installed must be subtle in appearance (unobtrusive) to minimise visual impact.<br>• Diamond grille screens are not permitted under this certificate.<br>• All fixings and penetrations are to be in accordance **Table 5: Fixings and penetrations**. |
| **Application of film to glass**<br>Application of clear or translucent film to glass for safety or privacy. | • Applied film must be of a type that can be easily removed without damage to glass.<br>• Application of film to glass that has decorative finishes is not permitted under this certificate.<br>• Application of tinted films to glass is not permitted under this certificate.<br>• Application of frosted film with at least 75% light transmission is permitted. |

## Conservation guidance for screening, safety and security barriers

- Before installing temporary barriers, consider materials that reduce negative visual impact to the building and mitigate against damage to original or significant fabric. For example, temporary boarding up should use waterproof plywood cut to sit neatly within the area of an opening and be affixed to minimise damage to existing timber and joinery. Waterproof plywood sheeting can be held neatly and securely in place by using timber trims nailed to jambs, heads and sills with minimum number and sized fixings.
- Choose to locate new fixtures in discreet locations to minimise their visual impact.
- Opt for security products that are easily reversible or removable to enable ongoing maintenance. Consider the visual impact; some mass manufactured products, like screens, may not be appropriate.
- Consider choosing colours that do not impact on the aesthetic qualities or significant heritage elements.
- Carefully choose clear film that avoids impacting the aesthetic qualities of glass with heritage significance...

# Table 8: Interior alterations

Minor alterations and additions to building interiors allows Local heritage places to adapt to changing needs and accommodate new uses.

Example works:

- *Replacing non-significant kitchen or bathroom fitouts*
- *Replacing non-significant shop fitouts*
- *Replacing or installing new shelving in storage areas*
- *Installing tiles, marmoleum, carpet or linoleum lining to a timber floor area with the use of a substrate*
- *Replacing flooring of a non-significant building interior*

| Works | Conditions |
|---|---|
| **Changes to non-original and/or non-significant elements to building interiors** | • Works **must not**:<br>- result in changes to the exterior of the building, including altering or concealing windows and doors.<br>- affect load-bearing or structural elements.<br>- result in physical damage or removal of original or significant building elements, features, and fixtures.<br>• All fixings are to be in accordance with **Table 5: Fixings and penetrations.** |
| **Adding floor coverings to internal floors** | • Installation must use an easily reversible substrate to separate new floor lining from existing original flooring.<br>• New floor lining attached to existing original or significant flooring must use minimum fixings necessary.<br>• Application of adhesives or levelling compounds to original floor surfaces is not permitted under this certificate. |
| **Lightweight partitions**<br>Installation of lightweight partitions to building interiors. | • Partition locations must not compromise the original layout and arrangement of spaces and must not alter door or window openings.<br>• Partitions must:<br>- be lightweight and of easily reversible construction<br>- not affect the structural integrity of the building<br>- not cover or damage significant fixtures or features<br>- not result in removal of original or significant materials, linings, fixtures, and features<br>- use minimum fixings necessary.<br>• All fixings are to be in accordance with **Table 5: Fixings and penetrations.** |

## Conservation guidance for interior alterations

- Check **Step 2** and **Step 3** in **3.0 Instructions** to understand and identify internal elements that contribute to the cultural heritage significance of the place. Non-original internal fitouts may have heritage significance. Check historical photographs and records to help identify which internal elements and fitouts may be original..
- Carefully consider the building layout in the design and planning of interior alterations to ensure works do not impact the position and layout of any significant features or openings.
- If a floor requires minor levelling, light sanding may be appropriate if the thickness and condition of the timber floor is sound, or where packing has been used as a reversible substrate.
- Opt for lightweight partitions such as modern, timber-framed or steel-framed walls with lightweight lining such as plasterboard or fibre cement. This will clearly distinguish the new work from original elements.
- Consider the layout and location of new partitions to avoid blocking or covering existing heritage features. For example:
    - locate partitions so that ceiling roses, door or window openings are not blocked or obstructed
    - consider using a glazing panel at the top of a partition immediately adjacent to original ceilings and walls to allow interpretation of original spaces and details, such as overall pattern of pressed metal ceilings or ornate plasterwork
    - partitions should be scribed around cornices, skirting boards and other significant decorative details.

# Table 9: Signs, interpretation, information and display

Signage, flags and banners can support promotion, provide information and draw attention to a place or its use. Interpretation signage and panels communicate the history of the Local heritage place and serve to strengthen appreciation for its heritage.

Example works:

- *New signage within an existing signage frame*
- *New signage no greater than 1m$^2$ to a building exterior where the building has no more than two signs per elevation visible from the street*
- *Temporary banners*
- *Temporary signage, such as real estate sales, garage sales, election or business promotions*

| Works | Conditions |
|---|---|
| **Signs, interpretation, information and display**<br>Installation of signage, interpretation, information, and display devices. | • Introduced elements must not obscure significant features or details, of the Local heritage place or views to or from the Local heritage place.<br>• Introduced elements must be easily removable.<br>• Advertising signs must only advertise the primary name and use of a lawful business, commercial or non-residential use operating at the Local heritage place.<br>• Installation of internally illuminated or LED/LCD display signs is not permitted under this certificate.<br>• Signage must not involve painting or sealing of existing significant materials or surfaces.<br>• New signage must not exceed an area of 1m$^2$ and is only permitted where the total number of signs, including the new sign, does not exceed two signs per elevation that are visible from a public place. Increasing the size of existing signage is not permitted under this certificate.<br>• Where located in a park or sporting ground, new non-internally illuminated signage is permitted if its size is no greater than 2m$^2$.<br>• Where located in an established sporting ground, new signage fixed to existing non-significant fences is permitted if the signage is not greater in size than the fence.<br>• All fixings are to be in accordance with **Table 5: Fixings and penetrations**. |
| **Updating signage**<br>Rearranging or updating existing signage without increasing its overall area. | • Modification to or concealing of signage that is original to the place or has cultural heritage significance is not permitted under this certificate.<br>• Existing internally illuminated signage may be modified within the dimensions of the existing frame.<br>• Removal or repainting of existing non-significant signage is permitted.<br>• All fixings are to be in accordance with **Table 5: Fixings and penetrations**. |

| Works | Conditions |
|---|---|
| **Temporary signage** | • Temporary signage must not be in place for more than 6 months in any 12-month period and must not be fixed to significant buildings or structures.<br>• Low-voltage LEDs for a temporary events or festivals are permitted. |

## Conservation guidance for signs, interpretation and display

- Note that degraded existing signage may contribute to the significance of a Local heritage place. If it does, opt to retain and conserve degraded signage, if possible. Check **Step 2** and **Step 3** in **3.0 Instructions** to understand and identify elements that contribute to the cultural heritage significance of the place.
- Consider the scale, form and proportion of the building when introducing new signs.
- Hand-painted signs should be maintained in accordance with **Table 3: Painting**, with work done by a specialist who is trade qualified in hand-painted signage.
- Consider opportunities to reduce signage to significant exteriors.
- Use historic photographs to inform the extent and location of signage, to ensure the significant character of the place is maintained.
- Signage options should be explored to select the design with the least impact on the facade and fabric of the building. Locate fixings for signage in materials that can be easily repaired, such as mortar joints in brick or stonework, or from the undersides of plainly sheeted awnings or soffits.

# Table 10: Temporary works and structures

Temporary works may be required to support development works, facilitate maintenance, or may be associated with temporary events at a Local heritage place.

Example works:

- *Installing temporary site offices, on-site power poles, toilet facilities*
- *Providing temporary storage areas*
- *Using gantries and scaffolding, vibration monitoring equipment*
- *Installing marquees and track matting for events*

| Works | Conditions |
|---|---|
| **Temporary works and structures**<br>Temporary works and temporary installation of lightweight, non-permanent structures. | • Temporary works must be reversible.<br>• Areas affected by temporary works must be fully remediated to match the existing condition of the place prior to the temporary works occurring or the installation of temporary structures.<br>• Temporary works or structures must not disturb the ground below the canopy of mature vegetation areas.<br>• Temporary works must not disturb areas of archaeological significance within the Local heritage place.<br>• Structures are to be removed no later than 14 days after practical completion of the contract or completion of the works.<br>• Temporary structures must not be erected for more than 6 months in any 12 month period. |

## Conservation guidance for temporary works and structures

- Carefully consider how temporary structures are installed and used, to enable the protection of fragile surfaces and elements of a place, including lawns, porous surfaces, vegetation, and tree root zones, and to mitigate impacts and damage.
- Refer to **Table 7: Screening, safety and security barriers** for conditions on temporary security barriers.

# Table 11: Gardens, landscapes and fencing

Maintaining gardens and other landscape elements within a Local heritage place helps to conserve significant garden design, planting schemes, paths and structures. Regular maintenance helps keep significant vegetation in good health and to monitor issues as they arise. Landscape elements including vegetation can have heritage significance, in themselves or as part of the setting of a heritage place.

Example works:

- *Removal and replacement of a tree assessed as dangerous*
- *Pruning branches overhanging footpaths*
- *Replanting an existing garden bed*
- *Planting a new tree in an existing planted area*
- *Installing a pergola or trellis*
- *Installing a canopy over a play area or paved terrace*
- *Replacement of play equipment*
- *Installing lighting for pathways or activity areas*
- *Installing irrigation*

| Works | Conditions |
|---|---|
| **Tree removal**<br>Removal and replacement of trees that have been assessed as dead, dangerous or beyond curative repair. | • Prior to removal, a formal written report assessing the health or hazardous nature of the tree must be prepared by an Australian Qualification Framework Level 5 arborist and is to include a detailed analysis of the tree, viability of alternative options to retain the tree, and nominated species, if replacement is recommended. Keep a record of the report and make it available to Council on request.<br>• If removal is due to safety concerns, the report must include a Quantified Tree Risk Assessment that concludes that the risk exceeds the 'Unacceptable' 1 in 1000 threshold or an assessment using another recognised methodology that assesses risk probability and consequence and provides an equivalent risk rating.<br>• Where the removed tree has cultural heritage significance it must be replaced with an advanced tree of the same species and cultivar, planted in the same or similar position within two months of the original tree removal.<br>• A longer timeframe for replacement of a tree of cultural heritage significance can be negotiated with Council if the replacement tree is propagated from the original and this is set out in the arborist's report. |
| **Removal of pest tree species identified in the *Biosecurity Plan for Brisbane***<br> | • Removal of a pest tree species identified in the *Biosecurity Plan for Brisbane* is permitted.<br>• Where the removed tree is of heritage significance, the tree must be replaced with a tree species of similar height, shape and visual appearance and planted in the same or similar position as the removed tree within two months of the pest tree species removal. |

| Works | Conditions |
|---|---|
| **Tree pruning**<br>Pruning of trees to control size, shape, flowering and fruiting, and to remove dangerous, diseased, or dead vegetation. | • Pruning must not adversely affect the health of the tree<br>• No more than 20% of a tree canopy may be removed in any two-year period. |
| **Garden renewal**<br>Garden renewal or other pruning, clearing and replanting of vegetation. | • Changes to the layout of existing lawns, hedges, garden beds, garden edging and pathways that have cultural heritage significance is not permitted under this certificate.<br>• Renewal of garden beds with small scale vegetation and replanting of vegetation in existing planted areas that retains existing significant garden landscape design is permitted.<br>• Relevelling must not result in substantial change in ground level.<br>• Prior to undertaking works, undertake careful investigation in the subject area to identify any remnant fabric, such as paths, garden edges, footings and other structures that may have heritage significance. Refer to 'archaeological artefacts' under **Other requirements** in Section 4.0.<br>• Works to ground surfaces must not result in disturbance or removal of significant elements and must not cause damage to the root systems of significant vegetation.<br>• Clearing of invasive or self-propagating vegetation is only permitted if the plants are less than 3 m in height. |
| **Installation, relocation or removal of fixed garden elements**<br>Upgrade of existing garden elements, and small outdoor structures. | • Removal, replacement or relocation of fixed garden elements that have cultural heritage significance is not permitted under this certificate.<br>• Installation of new fixed, small scale, garden elements under 10m² in area that do not have a detrimental impact on the garden setting or cultural heritage significance of the place is permitted. |
| **Fencing**<br>New fences to unfenced areas, repair of existing fences, and replacement of side and rear fences, unless localised planning requirements for fencing apply. | • Removal of fences that have cultural heritage significance is not permitted under this certificate.<br>• New fences to a street boundary are not permitted under this certificate.<br>• Fences, including front fences may be repaired to match the existing in composition, detailing, size, location, material, profile, height and fixing methods.<br>• New fence design must be complementary to, and have no impact, or only minimal impact on, the cultural heritage significance of the place.<br>• New fences must not obscure significant features or details of the Local heritage place or views to or from, the Local heritage place.<br>• Works to install new fencing, replace or repair existing fencing must not cause damage to vegetation or root |

| Works | Conditions |
|---|---|
| | systems supporting vegetation that has cultural heritage significance. |
| **External lighting**<br>Design and installation of external lighting in a landscape setting. | • New wiring and cabling must be below ground or installed in concealed or unobtrusive locations and, where visible, must have a finish matching the colour of adjacent material as closely as possible.<br>• Design and installation must:<br>- not compromise the existing character of the landscape setting<br>- be of a compatible size to existing similar lighting<br>- be in non-prominent positions within the setting<br>- be visually compatible with existing furniture and small structures<br>- not compromise existing views to or from significant elements<br>- not have a detrimental impact on the cultural heritage significance of the Local heritage place.<br>• Works must not disturb the ground below the canopy of a mature tree on, or areas of archaeological significance within, the Local heritage place.<br>• Installation must not result in damage to significant surfaces and features.<br>• All fixings are to be in accordance with **Table 5: Fixings and penetrations**. |
| **Installation of irrigation system/s** | • Irrigation systems including sprinklers must be positioned away from buildings and significant structures to avoid water damage.<br>• Irrigation systems must not damage significant trees.<br>• Trenching associated with irrigation installation is permitted if the ground surface is remediated to its prior state and there is no damage to root systems of significant vegetation. |

## Conservation guidance for gardens, landscapes and fencing

- Check **Steps 2 and 3** in **3.0 Instructions** to identify and understand what parts of a place are significant, including if any trees, gardens, landscape elements and/or fencing contribute to the cultural heritage significance of a place, and if any views or outlook is significant.
- Check if existing trees are also protected under the *Natural Assets Local Law 2003* (NALL). Works on NALL-protected trees require a separate application and approval.
- A competent, qualified and insured arborist can help you manage the trees on your property and provide treatments that may help reduce the risk associated with certain trees.

- Considerations:
    - Pruning should only be undertaken for safety or to improve the long-term health of the tree.
    - Pruning can reduce maintenance issues resulting from dropped debris and remove limbs that may be at risk of falling and causing damage where these are overhanging a structure.
- Seek advice and assistance from a qualified arborist or horticulturalist where complex remedial works for trees is required, including propping aerial roots or soil remediation.
- A qualified arborist must have training in arboriculture to Australian Qualification Framework Level 5.
- Penalties apply for the removal of vegetation that is of cultural heritage significance without the submission to Council of a written arborist's assessment and report that supports the removal.
- When planning a new garden design or new plantings consider how plantings will grow over time and their future potential to impact cultural heritage significance. Important views at a heritage place can become obscured by natural growth of trees, vegetation or inappropriately placed new plantings.
- Seek a qualified landscape architect with experience working with heritage landscapes to advise on work to significant heritage landscape settings, particularly in the context of any views or outlooks.
- Opt to locate garden beds and new plants away from existing structures to minimise issues caused by water runoff, seepage and damage. Issues with damp may compromise the damp-proof course or ventilation of the structure.
- Works are intended to allow upgrade of fixed garden or park furniture, such as picnic settings, bubblers, benches and play equipment, in their existing location. An existing location may be, for example, a mulched play area or an existing concrete pad.
- When installing new fixed elements such as small garden furniture or structures, consider:
    - the character of the landscape setting
    - visual compatibility with existing furniture or garden elements and small structures
    - locating it in non-prominent positions within the landscape setting
    - how to avoid compromising existing views to or from significant elements in the landscape setting
    - how to avoid disturbing the ground below the canopy of mature trees.
- Visit www.brisbane.qld.gov.au and search 'fences' to find out more about other approval requirements. Some areas have localised provisions pertaining to fences.
- For new fences, seek the advice of a qualified heritage consultant for period-appropriate fencing design. Consider the existing setting and opt for fencing styles that complement the garden setting and the aesthetic qualities of the heritage place.
- Opt for black lighting elements, e.g., poles, in a landscape setting to be both visually unobtrusive and clearly contemporary.
- Carefully consider the location of sprinkler systems and pipework, taking care to ensure prevention of water damage to a building, including its foundations, due to pooling water or poorly drained areas. Opt for underground pipework for sprinklers to minimise visual impacts.

## Additional guides

- Brisbane's traditional fencing styles

# Table 12: Cemeteries, crematoria, columbaria, memorials and honour boards

Installation of new graves and associated memorials allows continuing and active use of cemeteries, crematoria and memorials.

Example works:

- *Works for new interments at a cemetery*
- *Works for a new columbarium*
- *Repairs to a grave marker at a cemetery*
- *Adding a name to a grave marker at a cemetery*
- *Adding a name to an honour board that is in use*

| Works | Conditions |
|---|---|
| **Cemetery or crematorium additions**<br>Excavation and other work required in a cemetery to make a new burial plot or columbarium, including erection of memorials, grave markers and plaques. | • Protect all existing cemetery features and fabric from damage.<br>• Design, including colour, materials, size, and form, of new memorials, markers and plaques must be in keeping with the character of the cemetery, columbarium or crematorium. |
| **Repairs and replacement memorials, grave markers and plaques**<br>Repairs to damaged and replacement of destroyed memorials, grave markers and plaques. | • Record the existing condition of the grave, memorial or plaque in situ.<br>• Repairs to stonework must be carried out by a licensed and experienced stonemason or monumental mason.<br>• New lettering must match the typeface, weight and material of the existing lettering. |
| **Inscriptions**<br>Adding names, repairing inscriptions, or replacing lost letters from existing memorials in a cemetery, columbarium, crematorium or an honour board that is still in use. | • Refreshing existing incised lettering that is already painted or gilded or has lead infill is permitted and must match the existing.<br>• Replacing lost letters must match the typeface, weight and material of the existing lettering.<br>• Adding new names to honour boards in current, active use is permitted. Lettering must match the existing in typeface, weight, material and finish.<br>• Adding new names or modifying historic honour boards is not permitted under this certificate. |

## Conservation guidance for cemeteries, crematoria, columbaria, memorials and honour boards

- Generally, new memorials and markers should not exceed 1.2 m in height above natural ground level and 800 mm in width.
- Consider taking detailed photographs of damaged grave markers, memorials and plaques prior to taking steps to repair any damage. This will assist in recording the initial state and any features and will inform any repair or restoration works.

- New script should match the existing in craftsmanship, style, material, size, layout, spacing and colour.
- Historic honour boards display a roll of names of members of a local community, organisation or military unit who served in war. The names and information they contain reflect a particular time and circumstances and are therefore, historical. Obtain advice from a specialist for any works associated with historical honour boards.

# 6.0 Definitions

This document generally adopts definitions from the Macquarie Dictionary Online (2022), the Burra Charter, the *Queensland Heritage Act 1992* and the *Planning Act 2016*.

***Archaeological artefact*** – Any artefact that is evidence of an aspect of Queensland's history, whether it is located in, on or below the surface of the land. Archaeological finds can be physical evidence of personal possessions, such as coins or utensils, or structures such as foundations or drainage infrastructure. Archaeological artefacts have the potential to increase our knowledge and understanding of our past.

***Chasing*** – a groove or channel cut into an existing layer or substrate (such as a plaster or brick wall) to accommodate services such as pipes or cables.

***Cultural heritage significance*** – Cultural heritage significance of a place or feature of a place, means its aesthetic, architectural, historical, scientific, social, or other significance to the present generation or past or future generations. Cultural heritage significance is embodied in the place itself, its fabric, setting, use, meanings and associations.

***Conservation*** – As defined in the Burra Charter, means all the processes of looking after a place to retain its cultural heritage significance.

***Corrosion damage*** – Deterioration of materials as a result of corrosion. This can occur as a result of many factors, but two common issues are the effects of inert catchment, particularly downstream effects on roofing and rainwater goods, and dissimilar metals.

***Development*** – As defined in the *Planning Act 2016:*

(a) carrying out—

(i) building work; or

(ii) plumbing or drainage work; or

(iii) operational work; or

(b) reconfiguring a lot; or

(c) making a material change of use of premises.

***Development Approval*** – As defined in the *Planning Act 2016*:

(a) a preliminary approval; or

(b) a development permit; or

(c) a combination of a preliminary approval and development permit.

***Easily reversible*** – Works that can be removed or demolished without permanent detrimental changes to an element with cultural heritage significance. For example, using a flat substrate with minimal fixings over an existing timber floor to separate the timber floor from a new waterproof floor lining that can be later removed to reveal the original timber flooring.

***Element*** – Is defined in the Macquarie Dictionary Online (2022) as a component or constituent part of a whole. Significant elements are parts of a Local heritage place that contribute to its cultural heritage significance and may include vegetation, fences, and other parts of a place that cannot be readily seen, such as building footings.

***Fabric*** – As defined in the Burra Charter, means all the physical material of the place, including elements, fixtures, contents, and objects.

***Feature*** – As defined in the *Queensland Heritage Act 1992:* in relation to a place, includes the following —

> a building or structure, or part of a building or structure; an artefact, including an archaeological artefact and underwater cultural heritage artefact; a precinct and a natural or landscape feature.

***Fixtures*** – Elements of a building or structure that are fixed to the building or structure, such as plumbing items, built-in cabinetry, door and window hardware, switches, and light fittings.

***General Exemption Certificate*** – This document, the *General Exemption Certificate – Local heritage places*.

***Glass with decorative finishes*** – Coloured, painted, decorative, patterned, figured or textured glass and any associated leadlight or other metal frames.

***Heritage Exemption Certificate*** – means a certificate under part 6, division 2 of the *Queensland Heritage Act 1992* given to carry out development on a heritage place where the development –

(a) is permitted under a heritage agreement or local heritage agreement for the place; or

(b) will not have a detrimental impact, or will only have a minimal detrimental impact, on the cultural heritage significance of the place.

***Local heritage place*** – means a place that –

(a) is of cultural heritage significance for a local government area; and

(b) is identified as a place of cultural heritage significance in the local government's planning scheme or on the local government's local heritage register.

Note – A Local heritage place is identified in the Heritage overlay of the *Brisbane City Plan 2014*

***Maintenance*** – As defined in the Burra Charter means the continuous protective care of the fabric and setting of a place, and is to be distinguished from repair, which may involve restoration or reconstruction.

***Major elevation*** – The primary elevation or 'face' of a building, often the elevation that faces the street, and may be the primary entry point for the building, or an elevation of a building that is important to its cultural heritage significance.

***Match existing*** – Matching the composition, detailing, profile, size, position, finish and fixing method of the existing element. For example, when replacing timber elements, this would

mean to include matching the timber species, if available. If colours or finishes are significant to the place, this would mean to include matching the colours and finishes.

***Polyurethane coatings*** – Coatings or treatments that contain polyurethane. Polyurethane coatings are a modern finish, typically hard and inflexible and require heavy sanding for reapplication.

***Preservation*** – As defined in the Burra Charter means maintaining a place in its existing state and retarding deterioration.

***Rainwater goods*** – Roofing accessories such as gutters, rainwater heads, downpipes and supports, and strap fixings. Rainwater goods can include decorative features associated with a roof, such as acroteria (decoration at gutter corners), barge rolls and metal finials.

***Reconstruction*** – As defined in the Burra Charter means returning a place to a known earlier state and is distinguished from restoration by the introduction of new material.

***Repointing*** – The process of removing deteriorated or eroded mortar from the joints of a brick or stone wall and replacing it with new mortar.

***Restoration*** – As defined in the Burra Charter means returning a place to a known earlier state by removing accretions or by reassembling existing elements without the introduction of new material.

***Substrate*** – An underlying material supporting the element finish; a layer under another. For example, carpet will be laid on a substrate such as a plywood layer, to support the finish.

***Significance*** – See definition for ***Cultural heritage significance***.

***Works*** – See definition for ***Development***, which is fully defined in the *Planning Act 2016*.

# 7.0 Further information

**Development requirements for Local heritage places**

- Visit www.brisbane.qld.gov.au and search for ‘City Plan’ or ‘heritage development’.
- Phone Council on 07 3403 8888 and ask to speak with a Planning Information Officer.

**Cultural heritage significance of Local heritage places**

- Local Heritage Places online

## Conservation advice

- Visit www.brisbane.qld.gov.au and search for ‘Heritage and character properties’.

# Acknowledgements

The *General Exemption Certificate – Local heritage places* has been prepared with reference to the content of the *General Exemption Certificate – Queensland Heritage Places* (Version 1.2020) which was produced by the Department of Environment and Science (State of Queensland) and is licensed under a Creative Commons Attribution 3.0 Australia (CC BY) licence. The *General Exemption Certificate – Queensland Heritage Places* (Version 1.2020) and a link to the licence is available online here: https://www.qld.gov.au/__data/assets/pdf_file/0017/66212/genex_certificate.pdf

*Brisbane City General Exemption Certificate – Local heritage places, Version 2.2025,* was prepared by Heritage Policy, Brisbane City Council, 2025.

# Disclaimer

Guidance information provided is not exhaustive; it does not guarantee compliance with the conditions in this General Exemption Certificate or any other laws or regulations and is not to be taken to legitimise works carried out under this General Exemption Certificate or the requirement for any other necessary approvals.