



COVER SHEET

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

This checklist is to be used by a Local Government, Development Assessment Panel or the Metropolitan Redevelopment Authority when referring a third party application, such as for a development approval or a building license, or when referring a public works project proposed by the authority, or any other action (e.g., a Health Inspector's order to take down a building, etc.) initiated by the authority.

This checklist is provided to help ensure that you have provided all the relevant information required by the State Heritage Office to process the referral. Referrals submitted without the cover sheet and the required supporting documents might take longer to process.

Heritage Council place name:

Heritage Council place number:

- Third party application
- Public works project
- Other action initiated by Authority (eg. an Order or Notice affecting a structure)

THE FOLLOWING SUPPORTING DOCUMENTS ARE ATTACHED

- Third party application form (DA, etc.)
- Site plan
- Floor plans
- Relevant elevations
- Sections (if applicable)
- Current photographs of the place and/or setting of the proposed development, including approach and surrounds
- Proposed order or notice and letter outlining reasons for issuing it

THE FOLLOWING DOCUMENTS ARE ATTACHED FOR A PROPOSAL THAT PRESENTS A MAJOR DEVELOPMENT WITHIN THE AREA

- Heritage impact statement
- Consultant report/s
- Other relevant documents such as the Development Application report

**For further information and assistance with completing this cover sheet, contact a development officer at:**

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Bairds Building  
491 Wellington Street Perth  
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Cloisters Square  
PO WA 6850

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