

**POLICY NO. 7.6.4**

**HERITAGE MANAGEMENT – INTERPRETIVE SIGNAGE**

**INTRODUCTION**

Interpretation is a communication process, which helps people to make sense of and understand more about a site and/or event. In the context of this policy, interpretative signage will be used as a means of providing a tangible reminder and as a communicative tool for the identification and understanding of places of cultural heritage or places of interest, which have been either demolished and/or removed within the City, or requested by the public through the City's Heritage Plaque and Interpretation Program.

It is to be noted that applications for the demolition of buildings identified as having heritage value are generally not supported by the City. Different development options, which incorporate/retain the building identified with heritage value, must be exhaustively pursued prior to the consideration of an application for demolition.

**OBJECTIVES**

1. To generate awareness of the rich and diverse historic and social cultural heritage within the City of Vincent's built environment.
2. To provide a procedure to recognise buildings approved to be demolished within the City of Vincent which are considered to hold historic and/or social cultural heritage values not reflected directly in the building's structure, style or physical appearance.
3. To encourage innovative and varied forms of heritage interpretation, which recognise different opportunities, depending on the type and scale of development.
4. To provide a procedure to implement the City's Heritage Plaques and Interpretation Program, to allow community members to nominate a Place of Interest in the City to be recognized through the installation of a plaque and/or alternative form of interpretation.

**POLICY STATEMENT**

**PART ONE – INTERPRETATIVE SIGNAGE RESULTING FROM A DEVELOPMENT APPLICATION**

**1. General**

- 1.1 Prior to obtaining a Demolition Licence for the demolition of either a residential and/or commercial building within the City of Vincent, a Planning Application for the demolition of a building is required to be submitted to and approved by the City.

A planning application involving demolition may require a heritage assessment to be undertaken in accordance with Policy relating to Heritage Management - Assessment. The assessment, will review whether a place has historic, aesthetic, social and scientific values, to determine whether the place meets the threshold to be entered on the City of Vincent Municipal Heritage Inventory or identified as part of a Heritage Area.

- 1.2 If the City considers that a building proposed for demolition has solely historic and/or social significance that is deemed by the City as not directly reflected in the building's structure, style or physical appearance, the City may recommend that the Council approve the planning application for demolition and require a form of interpretation to be displayed on the site of the building proposed to be demolished.
- 1.3 The poor condition of a place is not a determining factor in the assessment of cultural heritage significance. If structural failure is cited as a justification for demolition, evidence should be provided, from a structural engineer that states that the structural integrity of the place has failed, to the point where it cannot be rectified without the removal of a majority of its significant fabric.

## **2. Development Under the Value of \$1,000,000**

- 2.1 Where a place is to be demolished and the replacement building is a small scale development under the value of \$1,000,000 the applicant and/or owner of the building to be demolished is to be notified that a plaque or an alternative form of interpretation is to be displayed on the site of the existing building.
- 2.2 If a plaque is chosen as the preferred method of interpretation, the plaque is to meet the following specifications (refer to figure 1);
  - a) it is to be no smaller than A4 size or thereabouts;
  - b) the plaque is to contain a minimum of 100 words and should incorporate a photographic image or drawing of the former building;
  - c) the text is to incorporate explicit recognition of the identified heritage values of the place to be demolished as identified in the Heritage Assessment for the place;
  - d) it is to include the City of Vincent logo;
  - e) the text is to be approved by the City's Officers prior to proceeding;
  - f) is to be made of durable material that will not deteriorate visually over time; and
  - g) the signage is to be located in a position which is visible from the public domain.
- 2.3 The specification details, including the content and proposed location of the plaque or alternative form of interpretation is to be approved by the City of Vincent before the issuing of a Demolition Licence and/or Building Licence, whichever occurs first. All associated historical information is also to be provided to the City for archival purposes.

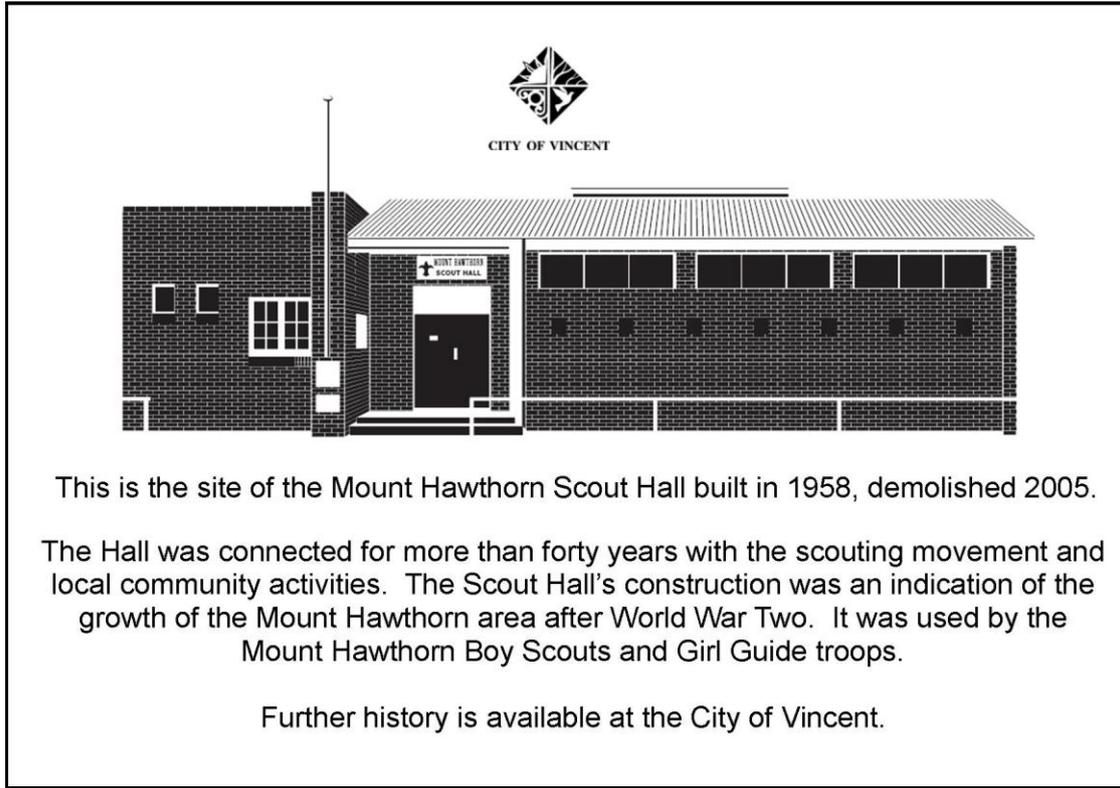
- 2.4 The plaque or the alternative form of interpretation is to be installed prior to first occupancy of the new development on the site.
- 2.5 Once the plaque or the alternative form of interpretation is installed, the applicant and/or owner are to advise the City of Vincent, so that an image of the plaque or the alternative form of interpretation can be included on the City's dedicated heritage website.

### **3. Development Over the Value of \$1,000,000**

- 3.1 Where a place is to be demolished and the replacement building is a larger scale development over the value of \$1,000,000, the applicant and/or owner of the building to be demolished is to be notified that a form of interpretation is to be incorporated on the site of the existing building.
- 3.2 The applicant and/or owner may integrate the proposed interpretation as part of the Percentage for Public Art requirement of the development. The interpretation;
  - a) is to follow the processes outlined in and be in accordance with the City of Vincent's Policy No. 7.5.13 relating to Percentage for Public Art;
  - b) is to incorporate through different mediums explicit recognition of the identified heritage values of the place to be demolished as identified in the Heritage Assessment for the place. The interpretation of the place may be visually expressed through the following artistic mediums:
    - murals, tiles, mosaics, bas-relief covering walls, gates, floors and walkways;
    - neon or glass artworks, photographs and prints that will be permanently positioned in full view of the public domain; and
    - sculptures, that will be permanently positioned in full view of the public domain; and
  - c) is to also incorporate descriptive text, which is to be located in a position which is visible from the public domain and contain a minimum of 100 words detailing the following:
    - the name of the place if relevant;
    - the former use of the place;
    - the date of construction;
    - the date of demolition; and
    - the cultural heritage value attributed to the place.
- 3.3 Once the plaque or the alternative form of interpretation (e.g. public art) is installed, the applicant and/or owner are to advise the City of Vincent, so that an image of the plaque or the alternative form of interpretation (e.g. public art) can be included on the City's dedicated heritage website. The applicant and/or owner are also to provide the City with any associated historical information on the property, for archival purposes.

#### 4. Other Provisions

- 4.1 In the event that a demolition application is submitted and/or approved without a redevelopment proposal the City may require one of the following:
- a) the applicant and/or owner of the building to be demolished is to be notified that a plaque or an alternative form of interpretation is to be displayed on the site of the existing building. The applicant and/or owner shall lodge an appropriate interpretation assurance bond with the City. The assurance bond will only be released to the applicant and/or owner in the following circumstances;
    - (1) the interpretation proposal, which has been prepared in accordance with the requirements of this Policy, has been submitted to and approved by the City and the plaque /and or alternative form of interpretation subsequently installed on the property, prior to first occupancy of the new development on the site. (Note: In the event of non-compliance with the interpretation proposal requirement, the City may draw on the bond, as required, to carry out the interpretation proposal to the satisfaction of the Chief Executive Officer); or
    - (2) a Statutory Declaration on the prescribed form endorsed by the applicant and/or owner and stating that they will not proceed with the subject 'Approval to Commence Development' for demolition, which has been submitted to and approved by the City; or
    - (3) the subject 'Approval to Commence Development' for demolition, did not commence and subsequently expired; or
  - b) a notification being lodged under section 70A of the Transfer of Land Act, prior to the issue of a Demolition Licence, notifying proprietors and/or (prospective) purchasers of the property of the interpretation proposal requirement and that the interpretative proposal, which has been prepared in accordance with the Town City of Vincent's Policy No. 7.6.4 relating to Interpretive Signage, will be required to be installed prior to the first occupation of the development;
- 4.2 A copy of the plaque and associated heritage assessment and any other associated historical information, will be uploaded onto the City's dedicated heritage website and provided to the City's Local History Centre, to ensure information about the former place is widely accessible.



*Figure 1 - example of interpretative plaque.*

## **PART TWO – HERITAGE PLAQUE AND INTERPRETATION PROGRAM FOR PLACES OF INTEREST**

### **1. Eligibility**

- 1.1** Any member of the public can submit a nomination for consideration of a plaque or an alternative form of interpretation relating to a Place of Interest within the City of Vincent to be installed;
- 1.2** To qualify as a Place of Interest the applicant must provide evidence that the property / site meet one of the following criteria;
  - a) is listed on the City of Vincent's Municipal Heritage Inventory (MHI) or a designated Heritage Area; or
  - b) the history of the property / site supports an important theme of Vincent's heritage; or
  - c) the property / site is associated with key events and / or people that contribute to the understanding of Vincent's heritage; or
  - d) the history associated with the property / site will assist to raise public awareness on the property / site and Vincent's heritage more generally.

## **2. Nomination Process**

- 2.1** A member of the public shall submit a nomination for consideration of a plaque relating to a Place of Interest, in accordance with the City's Heritage Plaques and Interpretation Program Nomination Form. A nomination from an applicant that is not the land owner will not result in any cost liability placed on the owner.
- 2.2** The Nomination Form shall be accompanied with supporting evidence to address clause PART TWO (1) (ii) above, including, but not limited to, primary sources such as photographs, oral histories and personal correspondence and any supporting secondary sources, such as newspaper articles.
- 2.3** On receipt of the nomination, the nomination shall be provided to the City's Local History and Heritage Advisory Group for assessment in accordance with the criteria detailed in clause PART TWO (1) (1.2) above.
- 2.4** The City's Local History and Heritage Advisory Group is to provide a recommendation on the suitability of the nomination to the City's Director for Community Services for consideration.
- 2.5** If the nomination is not considered to meet the criteria outlined in clause PART TWO (1) (1.2) above by the City's Director of Community Services, the applicant is advised in writing that the application was not successful.
- 2.6** If the nomination is successful, the City's staff is to finalize the text for the proposed plaque and/or alternative form of interpretation, and forward a copy of this to the applicant for review.
- 2.7** The applicant is to provide confirmation to support the wording of the text to the City, within four (4) weeks of receiving the draft text.
- 2.8** On confirmation of the wording of the text, the City's Director Community Services is to write to the applicant to formally support the installation of the plaque and/or alternative form of interpretation and request receipt of the accompanying Conditions of Cost Contribution Form, to be forwarded to the City, within four (4) weeks of receiving the Form.

## **3. Funding**

- 3.1** The City will contribute a minimum of 50 percent of the total cost of the Heritage Plaque and/or alternative form of Interpretation, to a maximum of \$1,000. Contributions above 50 per cent can be considered on a case by case basis.
- 3.2** The contribution is to be agreed upon through the Conditions of Cost Contribution Form signed by the applicant and the City's Director Community Services and is to be paid to the City within 4

weeks of both parties signing the Conditions of Cost Contribution Form.

- 3.3** If the plaque/interpretation is installed outside of the private lot boundary (e.g. footpath), the applicant and/or current owner of the Place of Interest does not acquire any ownership rights to the plaque/interpretation by making a contribution to its cost.

#### **4. Manufacturing, Installation and Maintenance**

- 4.1** If a plaque is selected as the preferred form of interpretation, the manufacturing of the plaque is to be facilitated by the City of Vincent undertaken by a preferred supplier, and is to meet the following specifications;

- a) it is to be no smaller than A4 size or thereabouts;
- b) the plaque is to contain approximately 100 words and should incorporate a photographic image or drawing of the former building;
- c) the text is to incorporate explicit recognition of the history relating to the property / site;
- d) it is to include the City of Vincent logo;
- e) is to be made of durable material that will not deteriorate visually over time; and
- f) acknowledgement of cost contributor (optional)

- 4.2** The installation of the plaque is to be undertaken by the City of Vincent, and is to meet the following specifications;

- a) the plaque is to be located in a position which is visible from the public domain; and
- b) where positioned on the footpath, the plaque is to be properly secured and flush to the footpath, and meet all safety requirements;

- 4.3** If installation is outside of the lot boundary (e.g. footpath), the plaque/interpretation remains the property of the City of Vincent, and the City is responsible for all maintenance costs.

- 4.4** Should an alternative form of interpretation be selected, the specifications shall be agreed in writing between the applicant and the City of Vincent, however must meet the following criteria:

- a) the text/and or artwork is to incorporate explicit recognition of the history relating to the property / site; and

- b) the interpretation is to be located in a position which is visible from the public domain.

**5. Other Provisions**

- 5.1** A Place of Interest can either be a site / property that have been demolished or a site / property that remains in situ.
- 5.2** All Places of Interest and associated plaques and/or alternative form of interpretation will be made available for viewing from the City's dedicated Heritage website.
- 5.3** A Place of Interest is not the same as a place listed on the City's Municipal Heritage Inventory, however an Applicant can request for a plaque and/or alternative form of interpretation to be installed for a place on the City's Municipal Heritage Inventory, in accordance with the procedures outlined in PART TWO of this Policy.
- 5.4** If a place that is listed on the City's Municipal Heritage Inventory is demolished and removed from the Inventory and re-classified as a Place of Interest, the provisions in PART ONE of this Policy are to apply for the installation of the interpretative signage or art work.

**Date Adopted: 21 December 2005**

**Date Amended: 22 July 2008, 10 July 2012**

**Date of Next Review: July 2015**