



Planning Enquiries  
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Clear Form

Office Use Only

Application No.:

Date Lodged: / /

# Application for a Planning Permit

If you need help to complete this form, read MORE INFORMATION at the end of this form.

**⚠** Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. If you have any questions, please contact Council's planning department.

**⚠** Questions marked with an asterisk (\*) must be completed.

**⚠** If the space provided on the form is insufficient, attach a separate sheet.

**i** Click for further information.

## The Land **i**

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

### Street Address \*

Unit No.:	St. No.: 13	St. Name: RATTRAY STREET
Suburb/Locality: YEA		Postcode: 3717

### Formal Land Description \*

Complete either A or B.

**⚠** This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A   Lodged Plan  Title Plan  Plan of Subdivision

OR

B

## The Proposal

**⚠** You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

**i** For what use, development or other matter do you require a permit? \*

Please see attached

- change of use from Residential to Place of Assembly
- changes impacting Heritage Overlay.

Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

**i** Estimated cost of any development for which the permit is required \*

Cost \$  **⚠** You may be required to verify this estimate. Insert '0' if no development is proposed.

on-going project.

## Existing Conditions i

### Describe how the land is used and developed now \*

For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Three structures - Yea Butter Factory - Shed 1 - Shed 2 (see Figure 4)
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Provide a plan of the existing conditions. Photos are also helpful.

## Title Information i

### Encumbrances on title \*

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- Yes (If 'yes' contact Council for advice on how to proceed before continuing with this application.)
- No
- Not applicable (no such encumbrance applies).

Provide a full, current copy of the title for each individual parcel of land forming the subject site. The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

## Applicant and Owner Details i

Provide details of the applicant and the owner of the land.

### Applicant \*

The person who wants the permit.

Name:			
Title: Dr	First Name:	Surname:	
Organisation (if applicable):			
Postal Address:		If it is a P.O. Box, enter the details here:	
Unit No.:	St. No.: 1	St. Name:	
Suburb/Locality: Yea	State: VIC	Postcode: 3717	

Please provide at least one contact phone number \*

Contact information for applicant OR contact person below	
Business phone: -	Email: [redacted]@gmail.com
Mobile phone: [redacted]	Fax: -

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Contact person's details* <span style="float: right;">Same as applicant <input checked="" type="checkbox"/></span>		
Name:		
Title:	First Name:	Surname:
Organisation (if applicable):		
Postal Address:		If it is a P.O. Box, enter the details here:
Unit No.:	St. No.:	St. Name:
Suburb/Locality:	State:	Postcode:

### Owner \*


The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name: <span style="float: right;">Same as applicant <input checked="" type="checkbox"/></span>		
Title:	First Name:	Surname:
Organisation (if applicable):		
Postal Address:		If it is a P.O. Box, enter the details here:
Unit No.:	St. No.:	St. Name:
Suburb/Locality:	State:	Postcode:
Owner's Signature (Optional):	Date: day / month / year	

## Declaration

This form must be signed by the applicant \*

 Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature: 

Date: 29 Dec 2017  
day / month / year

## Need help with the Application?

General information about the planning process is available at [planning.vic.gov.au](http://planning.vic.gov.au)

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

Has there been a pre-application meeting with a council planning officer?

No  Yes

If 'Yes', with whom?: 

Date: 26 Sep 2017


day / month / year


## Checklist

Have you:

Filled in the form completely?

Paid or included the application fee?

 Most applications require a fee to be paid. Contact Council to determine the appropriate fee.

 Provided all necessary supporting information and documents?

A full, current copy of title information for each individual parcel of land forming the subject site.

A plan of existing conditions.

Plans showing the layout and details of the proposal.

Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.

If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts).

Completed the relevant council planning permit checklist?

Signed the declaration above?

## Lodgement

Lodge the completed and signed form, the fee and all documents with:

Murrindindi Shire Council  
PO Box 138  
Alexandra VIC 3714  
Shire Offices  
Perkins Street  
Alexandra VIC 3714

**Contact information:**

Phone: (03) 5772 0317

Fax: (03) 5772 2291

Email: [planning@murrindindi.vic.gov.au](mailto:planning@murrindindi.vic.gov.au)

Deliver application in person, by post or by electronic lodgement.

## Application for change of use from Residential to Place of Assembly

### Yea Butter Factory, 1 – 15 Rattray Street, Yea

#### Usage and frequency of use

At this time we have not decided on either the use for this property nor the frequency of usage. Some of the ideas to date are listed on the table below. We would not be doing everything listed in the table, every year.

\* including cast

\*\* not for profit

Possible events	Predicted persons	Predicted frequency	Duration & time
Theatre productions	80 100*	10 performances/yr (over a two week period)	Fri,Sat evenings Sat,Sun matinee (2 hours)
Community organisation events e.g. Yea Community House events – meditation, drawing, etc**	15	weekly in school terms	Mon-Fri evenings (1.5 hours)
Conferences, talks, seminars, workshops, etc.	30	12 / year	Mon-Fri daytime (8 hours)
Weddings	100	2 / year	Sat,Sun afternoon/evening (5 hours)
Music (house) concerts, Creative Arts Victoria & Yea Arts Inc. events	80	4 / year	Fri,Sat,Sun afternoon/evening (2 hours)
Landcare functions (meetings, AGMs, film nights)**	50	12 / year	Mon-Fri evenings (2 hours)

#### Structural changes to support Change of Use request

1. Replace door lock on the southern arch doors (Point A, Figure 5) with one that can be opened from the inside. The current lock is key-operated only.
2. Install illuminated exit signs on the twin double doors along the eastern wall (Point B, Figure 5) to conform to regulations AS2293.1
3. Install fire door (Point C, Figure 5) OR hydrant/fire hose reels to comply with regulations
4. Dig out/build up concrete floor in the passage way to the toilets (Point D, Figure 5) so that the slope conforms to regulations AS1428.1 OR investigate the hiring of an accessible toilet for events
5. Install emergency lighting to conform to regulations AS2293.1

## **Parking**

### **Off-street parking**

The YBF site has currently car spaces for 18 vehicles parked at a 45 degree angle along the western perimeter, south of the building. There are also spaces for 4 vehicles on the eastern side of the building (according to Standard 52.06-8), see Figure 4.

Extension of the parking area south along the western boundary could provide an additional 10 on-site parking spaces at 45 degrees.

Entrance to the property will be from Entrance 3 (Figure 4) with one-way traffic flow to exit from Entrance 2 (Figure 4).

Parking bays will need to be marked out and car park lighting and surfaces provided to conform to the appropriate standard. Appropriate signage needs to be installed to identify entrances, exits, traffic flow and parking.

### **On-street parking**

The Yea Butter Factory has 164 metres (not including the 3 driveway entrances) of Rattray Street frontage. According to Design standards for car parking (52.06-8) this could provide parallel parking for 24 vehicles.

Along Rattray Street, 138 metres of the road opposite the Yea Butter Factory consists of properties which front Welch Street i.e. parking along the YBF kerb would not interfere with normal residential entrance to or egress from those properties.

### **Short-term parking solutions**

The YBF has previously had permission to allow cars to park on the adjoining vacant land owned by Habitats for Humanity. This relationship could continue (obviously until the vacant land is built upon).

### **Longer-term parking solutions** (as yet to be decided)

1. Extend the driveway around the Conifer Strip (middle of property) to facilitate the parking of cars on the eastern part of the property. An all-weather car parking surface and driveway would have to be prepared. (Council has indicated that it would not be in favour of accessing this area from the View Street entrance, entrance 4 in Figure 4).

## **Noise**

Curfew to be set at 11:00pm.

## Application for changes impacting the Heritage Overlay

### Yea Butter Factory, 1 – 15 Rattray Street, Yea

#### 1. Replace double-glazed frosted glass with double-glazed clear glass -

for two first-floor windows (windows A, Figure 1) on the eastern (off-road) side of the building. They are in what is now our living apartment. The change will mean more light in our apartment and allow us to see out. The frosted glass (not original) will be kept in storage.



Figure 1. View of eastern wall (original building)

2. **Replace non-original louvre windows (B) with reproductions of the original windows** (using window A as template)
3. **Restore original loading bay opening (C) in east-side wall** and replace brick wall with glass window reinstalling the curved bricks on the side of the opening.
4. **Install inward-opening frameless glass doors (external to the wooden doors) on the first-floor door opening (D).** or install a 'glass curtain' (two or three panels of glass that meet to provide a vertically frameless weatherproof seal but can be released, turned at right angles, and pushed to the side). This is to allow the permanent opening of the double-wooden doors to let light into the apartment. The current wooden doors are not weather-proof.

5. **Install outward opening frameless glass doors on the ground floor door opening (E).** This is to allow the downstairs double wooden doors to be opened to allow light in, in all seasons. It is also to provide a weather-seal for the downstairs room. The current wooden doors are not weather-proof.
6. **Install small wood burner inside apartment on the first floor.** This is to provide heating for the apartment (there is currently none). This will require a flue protruding from the roof on the off-road side at approximately position X in Figure 1.
7. **Repoint all brickwork especially on eastern wall** (shown in photo). Restoration.
8. **Replace guttering and down-pipes along the entire eastern (off-road) side.** We have had expert advice to suggest the number of downpipes is under-spec, causing damp issues in the eastern wall. It will require installation of additional downpipes on the eastern side. We have tried to source old photos of the eastern wall of the Butter Factory to see how many downpipes originally existed but the only photos obtained were from the road side (western wall). Restoration.
9. **Remove electrical conduits and cabling from the eastern wall** (see Figure 1). Restoration.
10. **Remove air-conditioning unit (A, Figure 2) from the roof of the south extension.** Replace with an alternative heating/cooling system.



*Figure 2. View of eastern wall (building extension)*

11. **Replace Mercury-vapour floodlights from around the south extension and replace with higher efficiency LED floodlights.** See B, Figure 2.

**12. Install solar panels on the off-road-side roof of the factory.** These will power electrical heating in the living apartment.

**13. Replace broken window on the ground floor north side with clear glass.** See A, Figure 3.



*Figure 3. Northern wall*

**14. Restore shed.** The shed (Shed 1 in Figure 4), though looking decidedly rustic, is in urgent need of painting to stop further deterioration. A colour will be chosen to match as closely as possible the current colour. Restoration.



# Figure 4. Site plan Yea Butter Factory


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1-15 Rattray Street  
Yea, 3717

Attachment 7.1



  
Building envelopes

  
Existing on-site parking

  
Proposed on-site parking extension



## **Appendix 1. Yea Butter Factory development ref: 2018/6**

### **Development of a Gallery space**

Further to the planning permit application 2018/6 we would like to open the Bigger Studio room (Figure 5) as a Studio / Gallery space for the display and sale of art works, particularly for local artists. We would also like to sell coffee, tea and beverages in this space.

**Proposed opening times:** Saturday, Sunday, Monday (10am – 4pm), and around eight Friday evenings per year (for exhibition openings etc.) up to 8pm.

**Parking:** see main application

**Noise:** no issues

**Structural changes:** The room will comply with all fire, access and OH&S requirements similar to those considered in the main application for the 'Venue' room (Figure 5).

**Clarification:** The table of 'Usage and frequency of use' in the main application outlines a number of possible events that could be held at the Yea Butter Factory. As these would be held in the room labelled 'Venue' (Figure 5) they would be held one at a time (not concurrently).

Pre Application Heritage Assessment: 39 Downey Street ALEXANDRA  
Murrindindi Shire Council

## HERITAGE ADVISER REFERRAL

### Murrindindi Shire Council

Address: 13 RATTRAY STREET YEA FORMER BUTTER FACTORY 2018/6

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## 1 APPLICATION DETAILS

1.1 Planners: [REDACTED]

Date of advice: 21 February 2018

### 1.2 Basis of advice

This advice is the opinion of the heritage adviser deriving from prevailing professional standards within heritage management.

1.3 Planning status: This place is covered by an individual Heritage Overlay HO 104

## 2. PROPOSAL

Works associated with a change of use. Minor changes to external windows and doors, generally located on the on east elevation. The works will involve the removal of some intrusive items, and restoration works.

## 3. SIGNIFICANCE

### HERITAGE CITATION REPORT

#### *Physical Description*

*This large red double brick building consists of a two storey section with a half cellar on the northern end of the building with an attached three storey section which has an ornamental brick parapet reminiscent of an European castle. Attached at the southern end of the three storey building is a long single storey brick section which has been somewhat altered with a new verandah and newer windows. New windows have also been placed into the ground floor of the three storey section. The brickwork is of excellent quality with all doors, windows and delivery points highlighted with rounded corners and topped with a double brick arch with rounded bricks set under the arch to complement the wall corners. The building is a carefully detailed prominent industrial building with unusual styling reminiscent of an European castle. The use of parapets, rare in an industrial building and its siting on a small rise on the outskirts of Yea, add to this impression. One of only two such elaborate buildings built during this period, both the Yea building and the Euroa Butter Factory are architecturally significant for the level of design and the workmanship of the building, unusual in an industrial building erected at such an early phase of the industry while the financial outcome of such a high level of investment was still in doubt.*

*The building is in good condition.*

#### **Statement of Significance**

Nigel Lewis heritage adviser, 2018: page 1

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*What is significant?*

*The former Yea Dairy Company building, constructed in 1905, on Rattray Street, Yea. The Yea and Mansfield Dairy Company Ltd formed as a co-operative in 1891 and began operations in 1892 in 'temporary' premises consisting of a wooden building, remaining there until 1905, when they built the present brick building.*

*It is a large red brick building consists of a two storey section with a half cellar on the northern end of the building with an attached three storey section which has an ornamental brick parapet reminiscent of an European castle.*

*How is it significant?*

*The former Yea Dairy Company building is of local historic and architectural significance to Murrindindi Shire and potential State significance. Why is it significant? Historically, for its importance in building and sustaining the dairy industry, so important in this area, from 1892 (RNE criterion A.4).*

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*Architecturally, as a carefully detailed prominent industrial building with unusual styling reminiscent of an European castle, including the use of parapets, rare in this kind of building. Its siting on a hill on the outskirts of Yea making it a local landmark. (RNE criterion F.1).*

**CONSERVATION GUIDELINES - SPECIFIC**

*The following specific conservation guidelines apply to this property: 1. Do not paint external brick.*

**CONSERVATION GUIDELINES – GENERAL**

*In order to conserve the heritage significance of this place, it is recommended that the following conservation guidelines, as appropriate, be given priority in the future maintenance, development or management of the place:*

- 1. Conserve the fabric of the building/s or other built elements, which is identified as contributing to the significance of the place. This includes the original fabric as well as fabric that may demonstrate important successive stages in the historic development of the place and/or provide evidence of changing architectural styles or techniques.*
- 2. Discourage the demolition or removal of significant fabric unless the demolition or removal is only of part of the building and it can be demonstrated to the satisfaction of the responsible authority that, as appropriate: - The fabric to be removed is not significant, or - The fabric to be removed is not of primary significance and its removal will not adversely affect the*

Nigel Lewis heritage adviser, 2018: page 2

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Murrindindi Shire Council

*significance of the place, or - It will assist in the long term conservation of the place, or - It will facilitate the historic use of the place and will not result in the loss of fabric considered to be primary significance. Note: The poor condition or low integrity of a heritage place should not be used as justification for its demolition, particularly if it appears the condition of the heritage place has deliberately been allowed to deteriorate.*

*3. Where there is a complex of buildings and other elements the aim should be to conserve or reveal the historic visual relationship between the buildings and other elements in order to demonstrate the historical use and layout of the place.*

*4. Conserve significant plantings on the property, and maintain a visual relationship between the plantings and the significant buildings on the property.*

*5. Encourage the removal of non-significant or intrusive elements, particularly where this would assist in understanding or revealing the significance of the place.*

*6. Ensure that the siting and design of new development does not overwhelm the historic setting of the building and the site as a whole by becoming a dominant element or by interfering with key views to and from the site.*

*7. Encourage any new development on the property to relate and be complementary in form, scale and materials to the significant buildings and other elements, but be clearly contemporary in design.*

*8. Retain views of significant building(s) and plantings from the street.*

*9. In the case of subdivision of the property, encourage the retention of the significant buildings, trees and related elements on one lot.*

*NOTE: While every effort has been made to ensure that the information contained in this citation is accurate, it is possible that more detailed investigation may reveal further information about the significance of the place. For example, in most cases an internal inspection was not made of buildings at the time of initial assessment. In the time since the place was first assessed it is also possible that the condition of buildings or trees may have changed. The information contained in this citation should therefore be reviewed at the time that it is proposed to make changes to the property. This would likely require a more detailed assessment of any significant or contributory element that is affected by any proposed buildings or works. Once this more detailed assessment has been made, a review of the significance of the place should be carried out by Council's Heritage Adviser or an appropriately qualified professional.*

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#### 4. HERITAGE ISSUES AND RECOMMENDATIONS

The alterations to the external fabric are generally based on advice that I provided in June 2015, when I inspected the building with an engineer [REDACTED]. He provided advice on structural stabilisation.

The changes proposed meet the conservation guidelines. They are supported, and are to be commended as they serve as an ideal way to conserve the unusual and significant features of the building.



NIGEL LEWIS  
21 February 2018