

# Owners Consent

From 1 January 2023 the Environmental Planning and Assessment Regulation 2021 requires written land owners consent for all Development Applications where the applicant is not the owner.

Applicants must ensure all relevant owner's details are provided in both the Planning Portal and on this form.

## Owners Consent

As owner(s) of the land to which this application relates I/We (please select)

Consent to this application

Consent to Authorised Council Officers entering the land to carry out inspections relating to the application

Accept that all communication regarding this application will be through the applicant

## Owners Details

Note: The form must be completed by all owners. If there are more than two owners please complete an additional owners consent form.

### Owner 1

Full name

Postal Address

Signature

Date

Company name (if applicable)

ABN/ACN

Position held by signatory

### Owner 2

Full name

Postal Address

Signature

Date

Company name (if applicable)

ABN/ACN

Position held by signatory

## Company Ownership

An up to date ASIC Company Extract is provided

Yes

No

## Strata Title / Owner's Corporation

Note: If the property is a unit under strata title or a lot in a community title, then in addition to the owner(s) signature, the following items must be provided if any works or proposed use affect common property:

1. Common seal:

2. Provide one of the following:

- a. A letter on strata management letterhead stating that the requirements of the Strata Schemes Management Act 2015 have been met; or
- b. A copy of resolution or minutes showing that a special resolution has been passed at a general meeting of the owners corporation that specifically authorises the change to common property.

## Owners Consent

### Individual ownership

The owner is required to sign the form or provide a separate letter. When the owner is not the applicant, the letter should name and give consent to the applicant to lodge the application.

### Joint owners

All owners are required to sign the form or where one person is signing on behalf of a joint owner (for example a husband or wife), that person should state by letter that they have the authority of the other joint owner(s). When the owners are not the applicant, the letter should name and give consent to the applicant to lodge the application.

### Strata Title / Owner's Corporation

If the property is a unit under strata title or a lot in a community title, then in addition to the owner(s) signature, the following items must be provided if any works or proposed use affect common property:

- The common seal of the owner's corporation must be stamped on the form.
- And, one of the following:
  - a. A letter on strata management letterhead stating that the requirements of the Strata Schemes Management Act 2015 have been met; or
  - b. A copy of resolution or minutes showing that a special resolution has been passed at a general meeting of the owners corporation that specifically authorises the change to common property.

### Company

If the owner is a company, the following items must be provided:

- An up to date ASIC Company Extract; and
- Execution of the owners consent (or other documentation to the same effect) in accordance with Section 127(1) of the Corporations Act 2001; or
- Common seal affixed to and execution of the owners consent (or other documentation to the same effect) in accordance with Section 127(2) of the Corporations Act 2001.

**Legal Representative for the true owner(s):**

Where a person is legally authorised to provide consent on behalf of the true owner(s) in a Power of Attorney, Executor or Trustee capacity, documentary evidence of that legal authority must be submitted.

**Privacy and Personal Information Act**

Your personal information is being collected to process this application. If you cannot provide or do not wish to provide this information, the Council may not be able to process your application. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. This application form and the information contained in it is accessible to the public upon enquiry.