

# Owners Consent - Supplement

## Planning, Environment & Development Group

*Section 108 Strata Schemes Management Act 2015*  
*Environmental Planning and Assessment Act 1979 (EP&A Act)*  
*Environmental Planning and Assessment Regulation 2000 (EPAReg2000)*  
*Local Government Act 1993 (LGA)*

### Guidance

Use this form to provide additional owners' consent details where there is insufficient space on the application form.

Guidance for completing this application can be found within the [Planning, Environment & Development Group HUB](#) located on Council's website.

The checklist forms part of the application and must be completed.

- The application must be submitted in accordance with the Electronic Lodgement Guidelines.

### 1 Applicant details

Mr  Mrs  Ms  Other:

First Name:

Last Name:

### 2 Development site – location and title details

Lot: DP: Section (where relevant):

Portion No: Parish:

Unit / Street No: Street name:

Suburb: Postcode:

### 3 Application type

- |                                                                                                                          |                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| <input type="checkbox"/> Application for, or Modification of a Development Consent (s4.12, s4.55, s4.56 EP&A Act)        | <input type="checkbox"/> Drainage (s68 LGA)                                             |
| <input type="checkbox"/> Application for, or Modification of a Construction Certificate (s81A(2), cl 148 EPAReg2000)     | <input type="checkbox"/> Subdivision Construction Certificate (s81A(3), s109F EP&A Act) |
| <input type="checkbox"/> Application for, or Modification of a Complying Development Certificate (s4.28, s4.30 EP&A Act) | <input type="checkbox"/> Subdivision Certificate (s109J, EP&A Act)                      |
| <input type="checkbox"/> Other (specify):                                                                                |                                                                                         |

### Office use only

Related Policies: Legislative requirement

Issue Date: 23/10/2018

Review Date: 1/03/2019

Owned by (section): Development



#### 4 Registered owners' consent

The Environmental Planning & Assessment Act 1979 requires that all registered owners of the land to be developed must give consent and sign the application.

Company Name (if applicable):

ABN / ACN (if applicable):

Owner First Name:

Last Name:

Position (if owner is a company):

Owner First Name:

Last Name:

Position (if owner is a company):

Owner Signature:

seal to be affixed here if applicable:

Date:

Owner Signature:

Affix seal

Date:

Owner First Name:

Last Name:

Signature:

Date:

Owner First Name:

Last Name:

Signature:

Date:

Owner First Name:

Last Name:

Signature:

Date:

Owner First Name:

Last Name:

Signature:

Date:

#### STRATA PROPERTY - Works affecting common property

For works that affect common property, the owner's corporation consent is required.

Owners Corporation Name:

Name:

Name

Position:

Position:

Signature:	Signature:
Date:	Date:
For works that affect common property, the owner's corporation's consent is required. Section 108 of the Strata Schemes Management Act 2015 allows for changes to common property if the owner's corporation has passed a special resolution authorising the works. The applicant must ensure that the owner's corporation has given a valid consent. The applicant should seek a copy of the minutes / resolution of a general meeting authorising the change to common property or letter on strata management letterhead stating that the requirements of the Strata Schemes Management Act 2015 have been met.	Strata stamp or seal to be affixed here if applicable:  <b>Affix seal</b>

**ASSOCIATION PROPERTY - works affecting a community, precinct or neighbourhood parcel**

If works affect a community, precinct or neighbourhood parcel within the meaning of the Community Land Development Act 1989, the consent of the association for the parcel is required.

Association Name:

Name:	Name:
Position:	Position:
Signature:	Signature:
Date:	Date:
The applicant must ensure that the association has given a valid consent in accordance with the requirements of the Community Land Management Act 1989 and the relevant management statement.	Association stamp or seal to be affixed here if applicable:  <b>Affix seal</b>

**Important information**

**Public Access to information**

Pursuant to the *Government Information (Public Access) Act 2009* (GIPA Act) Council is required to make certain information publicly available, including by way of publication on public registers and on its website. Information submitted on and with this form may be made available to the public, unless there is an overriding public interest against disclosure of this information. Council is obliged to make information available on its website excluding the following:

- the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected; or
- commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret.

## Privacy

The personal information that Council is collecting from you on submission of this form is personal information for the purposes of Section 10 of the *Privacy and Personal Information Protection Act 1998*. The intended recipients of the personal information are officers within the Council and third parties for the purpose of assessing the application as well as any person wishing to inspect the application in accordance with the *Local Government Act 1993* or the GIPA Act. The personal information may also be included on a public register and displayed on Council's website. The supply of personal information by you is voluntary. However, if you cannot provide or do not wish to provide the information required, Council will be unable to process your application. You may make application for access to, or amendment of, information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the relevant legislation. Enquiries concerning this matter can be addressed to Council by telephoning (02) 4229 3111.

## Lodgement details

You can lodge the completed form by:

**Email:** [council@shoalhaven.nsw.gov.au](mailto:council@shoalhaven.nsw.gov.au) or

**In person:** Council offices at Bridge Rd, Nowra or Deering St, Ulladulla.

Once your application is received, a Council Officer will contact you if further information is required. Follow the progress of your application via [DA Tracking](#) on council's website.