

OWNERS CONSENT FORM



Owners Consent Requirements

All owner(s) of the land, subject to this application, must sign this form.

Signing on Owner's Behalf

If signing on the owner's behalf, please state your legal authority and provide documentary evidence of your authority (e.g. copy of Power of Attorney, trust deed, etc.).

Signing on Behalf of a Company or Corporate Body

If the owner is a company, this form must be signed by one director and one company secretary, or two (2) company directors. Where the company has only one director or secretary, or where signing under common seal, only one signature is required. The applicant must provide the names and positions of those signing the consent and an ASIC search dated within 6 months of the date of submission must also be attached.

Not-For-Profit Organisation

If the owner is a Not-For-Profit Organisation, please provide the names and positions of those signing this consent and an extract from the Australian Charities and Not for Profits Commission (ACNC) dated within 6 months of the date of submission.

Land Subject to Strata Scheme

Where the property is under Strata title and any works or proposed use will affect common property, then owner's consent must be provided by both the property owner and the owner's corporation. Consent from the owner's corporation must be signed in line with Section 273 of the Strata Schemes Management Act 2015 (NSW) by way of the seal of the owner's corporation being affixed in the presence of:

- Where the owner's corporation has only one owner, that owner or the strata managing agent
- Where the owner's corporation has only two owners, both those owners or the strata managing agent
- Where the owner's corporation has more than two owners, either of the following:
 - Two owners as determined by the owner's corporation
 - The secretary of the owner's corporation and any other member of the strata committee
 - The strata managing agent.

A development application for a lot in a strata plan does not require the consent of the Body Corporate when that work does not affect common property.

Community, Precinct or Neighbourhood Parcels

In the case of land that is a community, precinct or neighbourhood parcel within the meaning of the Community Land Development Act 1989, the association for the parcel must provide consent.

Council-Owned Land

If the property is Council-owned, this form must be issued to Council for authorization. Please email council@wollondilly.nsw.gov.au and attention to the Property Team.

New Owners

If the property has recently been sold, one of the following must be provided as evidence of sale:

- A copy of the certificate of title
- A Solicitor's letter confirming settlement
- Previous owner(s) to provide owner(s) consent.

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THE PURPOSE OF THIS FORM:

I/We the undersigned are the owner(s) of the property described in this application and consent to its lodgement. I/We hereby permit a duly authorised officer of Wollondilly Shire Council to enter the land or premises to carry out inspections and undertake work as required for the administration of the Act(s), Regulations or Planning Instrument.

I/We also nominate the applicant as the Single Point of Contact (SPOC) for the application process. This is to ensure communication and information flow is conveyed in a systematic and scheduled manner to a single person, the SPOC. Information provided through the SPOC is considered final and binding to prevent problems from being addressed multiple times at different points and to different people which ultimately saves a lot of time and frustration over the course of the application process.

1. Owner(s) Details – If Private Land Owners

Name	Signature	Date

2. Owner(s) Details – If Company, Corporate Body, Organisation

Company Name			
ABN		Phone	
Name			
Position Held			
Signature		Date	
Name			
Position Held			
Signature		Date	

3. Applicant Details

For applications made via the NSW Planning Portal, the applicant name below must match the applicant name as nominated in the NSW Planning Portal application.

Name	
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4. Subject Land

Address	
Lot / Section / DP	

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5. Development Description

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6. Strata Property – Works affecting common property – Section 273 Strata Management Act 2015

For development applications that include works that affect common property, the consent of the owner's corporation is required. Section 273 of the Strata Schemes Management Act sets out the requirements for affixing the seal of the owner's corporation.

Strata / Body Corporate

Name			
Position Held			
Signature		Date	
Name			
Position Held			
Signature		Date	

Strata Stamp or Seal to be affixed here if applicable >

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Privacy Statement

Wollondilly Shire Council is collecting personal information from you on this form for the purpose of assisting the determination process of your application. This information will be stored in councils EDRMS and accessed by the processing officer. Failure to provide the information may lead to rejection or delays of your application. At any time you have the right to access, view or correct the personal information that you have provided. Please also note that the personal information (not financial details) supplied on this document may be the subject of a request to access information under the *Government Information (Public Access) Act 2009* [GIPAA].

NEED HELP?

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