

Fact Sheet - Owners Consent of Development Applications

INDIVIDUALS

TORRENS TITLE

- by the owner/s of the property who are to sign the form and print their name (Note if you recently settled on a property you need to provide a copy of the transfer form signed by the vendor then sign the application form and print your name, only if council has not received notice from the LPI that you are the owner of the property.)

STRATA TITLE

- by the owner/s of the strata unit who are to sign the form and print their name; AND
- by consent from the Owners Corporation (see below).

PLEASE NOTE: If the proposed development is to be carried out wholly within the unit owner's allotment, the signature/s of the owner/s of the strata unit only will be required.

OWNERS CORPORATIONS

WHERE THERE ARE 2 OWNERS OR LESS

- by affixing the owners corporation seal in the presence of the owner or owners or the strata managing agent

OR

WHERE THERE IS 3 OR MORE OWNERS

- by affixing the seal in the presence of 2 persons being owners of lots or members of the executive committee OR
- by the strata managing agent of the owners corporation (the strata managing agent must sign and attest to the fact and date of the affixing of the seal OR
- if the strata manager is a corporation, by the signature of, the president, chairperson or other principal officer of the corporation or any member of the staff authorised to do so by the president, chairperson or other principal officer

OR

- by authorisation from the owners corporation that a person has the capacity to sign a development application on behalf of that owners corporation.
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CORPORATIONS

- by being signed by 2 directors of the company or
- by being signed by 1 director and a company secretary or
- by being signed by the sole director of a proprietary company.

A statement beside each signature clearly identifying the position of the person is required

OR

- by affixing the company seal and:
 - witnessed by 2 directors of the company or
 - witnessed by 1 director and a company secretary or
 - witnessed by the sole director of a proprietary company.

A statement beside each signature clearly identifying the position of the person is required. (If the signatures or seal as mentioned in the above two sections in relation to corporations are NOT given on the DA application form it MUST be given on a business letter (ie on a letterhead) that states the Australian Company Number (ACN) or if the last 9 digits of the ACN are the same, then the Australian Business Number (ABN))

OR

- by authorisation from the company that a person has the capacity to sign a development application on behalf of that company.

IF UNDER ANY CIRCUMSTANCE YOU ARE SIGNING A DA FORM AS THE OWNER UNDER AN AUTHORISATION FROM THE OWNER, YOU MUST PROVIDE WRITTEN EVIDENCE THAT YOU HAVE THE AUTHORITY AND POWER TO DO SO FROM THAT OWNER.
