



## OWNER CONSENT AUTHORISATION

*Environmental Planning & Assessment Act 1979*

*Local Government Act 1993*

Complete this form when lodging an application through the NSW Planning Portal  
([www.planningportal.nsw.gov.au](http://www.planningportal.nsw.gov.au))

I/we hereby consent to the making of any application for the proposed development as outlined below and I/we understand that it will be necessary for Council staff to enter the land or premises to carry out inspections and surveys, to take measurements or photographs as required as subject of any application made to ensure compliance with the provisions of the *Environmental Planning & Assessment Act 1979 and Local Government Act 1993*, as amended and the Regulations thereunder and with the approved plans and specifications. Therefore, I/we give approval for Council staff to enter and inspect the property during the approval process; during construction and until such times as all the work has been completed to Council's satisfaction.

- |   |  |
|---|--|
| <input type="checkbox"/> Development Application              | <input type="checkbox"/> Occupation Certificate Application  |
| <input type="checkbox"/> Construction Certificate Application | <input type="checkbox"/> S68 Application                     |
| <input type="checkbox"/> Complying Development Application    | <input type="checkbox"/> Subdivision Certificate Application |

Name	Signature	Date

*If applicable*

Company Name:	<input type="text"/>		
Position Held:	<input type="text"/>	ABN:	<input type="text"/>
Phone:	<input type="text"/>	Mobile:	<input type="text"/>

### SITE OF PROPOSED DEVELOPMENT

Address:	<input type="text"/>
Lot Description:	<input type="text"/>

### DESCRIPTION OF PROPOSED DEVELOPMENT



## AUTHORITY REQUIREMENTS

**Signature of ALL owner/s.** All owners of this land must sign this form. This application will not be accepted without the owner's consent, this is a strict requirement for all applicants.

**Company/Organisation.** Provide one of the following;

- Signature of director and common seal stamped on the form.
- Letter on company letterhead signed by authorised person and the common seal stamped on the letter.

Note: A copy of the ASIC certificate may be accepted in place of the company's common seal.

**New Owner/s.** If the property has recently been sold, documentary evidence of the sale must be provided. Please provide one of the following;

- A copy of the certificate of title.
- A letter from your Solicitor confirming settlement.
- Previous owner/s to provide consent.

**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, one of the following must be provided;

- The common seal of the owner's corporation must be stamped on this form over the signature of the owner/s and signed by the chairman or secretary of the owner's corporation or the appointed managing agent.
- A letter on strata management letterhead.
- Minutes signed by the owner's corporation, clearly stating the words "supported for lodgement of a Exemption Application"

**Crown Land.** An authorised officer of the NSW Department Planning and Environment – Crown Lands to sign this application, or alternatively a signed letter of consent relating to the proposed development from NSW Department of Planning and Environment – Crown Lands on company letterhead.

**Privacy Statement:** Glen Innes Severn Council is committed to protecting your privacy. In completing this form you will be prompted to supply information that is personal information for the purpose of requesting certificates and/or services. If you cannot provide, or do not wish to provide, the information sought by Council then the request will be declined. The information you provide will not be used or disclosed for other purposes unless you provide further consent or as authorised by law. This information is collected under the *Privacy and Personal Information Protection Act 1998* (the Act) and if you require further information, please see our Privacy Management Plan at [www.gisc.nsw.gov.au](http://www.gisc.nsw.gov.au) or contact Glen Innes Severn Council on (02) 6730 2300.