

DEVELOPMENT APPLICATION – OWNER’S CONSENT

Privacy notice

The information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998(NSW) and the Narrabri Shire Privacy Management Policy 2025.

Purpose

The information on this Owner’s Consent form is being collected for the purpose of processing your application in accordance with the *Environmental Planning and Assessment Act 1979* (NSW) and the *Environmental Planning and Assessment Regulation 2021* (NSW). This includes notification and advertising purposes, and consultation with other government agencies in relation to your application.

Intended Recipients

Delegated Council Officers and agents acting on behalf of Council will be the only recipients of your personal information.

Supply

The supply of your personal information is required by law. If the information is not provided Council will not be able to process the application.

Storage and Security

This personal information will be kept in Council’s systems in accordance with the relevant legislation.

Purpose

This form is to be used to support the lodgement of a development application in accordance with the *Environmental Planning and Assessment Regulation 2021*. On completion, this form must be lodged through the NSW Planning Portal along with other required supporting documentation.

As owner of the land to which this application relates, I consent to this application. I also give consent for authorised Council officers and delegates to enter the land to carry out inspections for the purpose of this development application.

I also nominate the applicant as the Single Point of Contact (SPOC) in the DA 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.

Additional Requirements

Company/Organisation

If the owner is a company, a current ASIC Company Extract must be provided in addition to one of the following:

- Signatures of two (2) directors or a director and a company secretary (Unless it has a sole director)
- Execution of owner’s consent for (or other document to the same effect) in accordance with s127(1) of the *Corporations Act 2001*.

Signing on Owner’s Behalf

If you are signing on the owner(s) behalf as the owner(s) legal representative, you must state the nature of your authority and attach documentary evidence (e.g. Power of Attorney, Executor, Trustee, Company Director).

Strata Title/Body Corporate

If the property is a unit under a Strata Title or lot in a community title, and works are proposed on common property, then one to the following must be provided in addition to the owner’s consent:

- The common seal of the body corporate must be stamped on this for over the signature of the owner(s) and signed by the chairperson or secretary of the body corporate, or the appointed managing agent.
- A letter on strata management letterhead.
- Minutes signed by body corporate chairperson.

Additional Requirements cont.

New Owner(s)

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

- A copy of the Certificate of Title
- Previous owner(s) to provide owner(s) consent.

Note: It can take a minimum of 8 weeks for Council to be notified of a change of ownership.

Disclosure Statement

Persons lodging applications are required to declare reportable political donations (including donations of/or more than \$1,000) made in the previous two years – separate form.

I/we, the owner(s) of the property described below.

Address:

Lot and DP number:

Hereby give consent to:

or their nominated agent, being:

To act on my/our behalf to:

- lodge all relevant applications for development consent (DA), Construction Certificate (CC), Complying Development Certificate (CDC), Subdivision Works Certificates, Subdivision Certificates,
- Appointment of Principal Certifier, Building Information Certificates, Occupation Certificates, S68 & S138 Approvals & tree permits,
- have discussions with all relevant authorities,
- do all things required to be done, or provide all information and documents necessary to obtain such approvals,
- where applicable, withdraw or cancel the applications and obtain a refund, if applicable, of any fees paid.

Consent of all Owners

As the owner(s) of the property, I/we consent to this application to apply for approval to carry out the development described herein and state that the information contained herein is, to the best of my/our knowledge, true and correct. I/we hereby give permission for Council authorised personnel to carry out inspections of the land and buildings as necessary for the purpose of assessing this application without prior notice of entry.

Name:

Signature:

Date:

Name:

Signature:

Date:

Name:

Signature:

Date:

Consent of all Owners

Name:

Signature:

Date:

Name:

Signature:

Date:

Name:

Signature:

Date:

Privacy Statement

The information you provide in this application will enable your application to be assessed by Council and any relevant State agency. If the information is not provided, your application may not be accepted. Depending on your proposal, your application may be advertised for public comment. Council will include your application in a register that can be viewed by the public at any time.

Copyright and Privacy Consent

I am authorised by the copyright owner of any material submitted with this application to provide this material to Council. In doing so, I understand, and the copyright owner acknowledges, that this material may be made publicly available at Council's offices, on Council's website and to third parties on request both during and after the assessment is completed.

Applicant's Declaration

(or person signing on behalf of applicant please state in what capacity)

I/we, the undersigned, hereby apply for approval of the development proposal described in this application and in the plans, specifications and documents accompanying this application. I/we undertake to develop in accordance with any approval granted by Council and conform with the provisions of the relevant Act(s), Regulations, Codes and Local Environmental Plans.

Signature(s):

Name, if not applicant:

Capacity, if not applicant:

Date: