Form No. 1

Owners' consent

Requests for amendments to a planning scheme or Local Provisions Schedule, and applications for combined permits, require the consent of all owners under the *Land Use Planning and Approvals Act 1993*. This form must be completed where a person making the request is not the owner or the sole owner of the land.

The person making the request must demonstrate that all owners have provided their consent.

Please read the notes below before completing this form.

1. Request made by:

Name(s):	
Email address:	
Contact number:	

2. Site address:

Address:

Property identifier (folio of the Register for all lots, PIDs, or affected lot numbers on a strata plan):

3. Consent of registered land owner(s):

Every owner, joint or part owner of the land to which the application relates must sign this form (or a separate letter signed by each owner is to be attached).

Consent to this request for a draft amendment/and combined permit application is given by:

Registered owner:

Property identifier (folio of the Register for all lots, PIDs, or affected lot numbers on a strata plan):

Full name and position (if applicable):

Signature: Date:

Registered owner (please print):

Property identifier (folio of the Register for all lots, PIDs, or affected lot numbers on a strata plan):

Full name and position (if applicable):

Signature: Date:

Registered owner (please print):

Property identifier (folio of the Register for all lots, PIDs, or affected lot numbers on a strata plan):

Full name and position (if applicable):

Signature: Date:

NOTES:

a. When is owners' consent required?

Owners' consent is required for:

- Amendments to an interim planning scheme or to a Local Provisions Schedule1; or
- combined permits and amendments[2].

Owners' consent must be provided before the planning authority determines to initiate, certify or prepare the amendment.

b. Who can sign as owner?

Where an owner is a natural person, they must generally sign the owner's consent form personally.

Where an owner is not a natural person, the signatory must be a person with legal authority to sign on behalf of the owner, for example a company director or company secretary.

If a person is acting on behalf of the owner under a legal authority, they must identify their full name and position, for example as trustee or under a power of attorney. Documentary evidence of that authority must also be provided, such as a full copy of the relevant Trust Deed, Power of Attorney, Grant of Probate, Grant of Letters of Administration, Delegation etc.

Please attach additional pages or separate written authority as required.

c. Strata title lots

Permission must be provided for any affected lot owner and for common property for land under a strata title under the *Strata Titles Act 1998*. For common property, permission can be provided in one of the following ways:

i. a letter affixed with the body corporate's common seal, witnessed by at least two members of the body corporate (unless there is only one member, in which case the seal must be witnessed by that member) and which cites the date on which the body corporate or its committee of management met and resolved to give its consent to the application; or,

ii. the consent of each owner of each lot on the strata plan.

d. Companies

If the land is owned by a company, the form is to be signed by a person with authority to execute documents on behalf of the company in accordance with the *Corporations Act 2001 (Cth).*

e. Associations

If the land is owned by an incorporated association the form is to be signed by a person with authority in accordance with the rules of the association.

f. Council or the Crown

If the land is owned by a council or the Crown, then the form is to be signed by a person authorised by the relevant council or, for Crown land, by the Minister responsible for the Crown land, or a duly authorised delegate.

The name and positions of those signing must be provided.

Effective Date: September 2021 (updated 29 October 2026)

[1] under section 33(1) of the former provisions of the *Land Use Planning and Approvals Act 1993* or section 37 of the current provisions.
[2] under section 43A of the former provisions or section 40T of the current provisions of the Act