

Lodger Details

Lodger Code 503902B  
Name BUILDING BYLAWS  
Address PO BOX 8274  
BAULKHAM HILLS 2153  
Lodger Box 1W  
Email SERVICES@BYLAWSASSIST.COM.AU  
Reference BLA/5654

Land Registry Document Identification

AT672931

STAMP DUTY:

Consolidation/Change of By-laws

Jurisdiction NEW SOUTH WALES

Privacy Collection Statement

The information in this form is collected under statutory authority and used for the purpose of maintaining publicly searchable registers and indexes.

Land Title Reference	Part Land Affected?	Land Description
CP/SP15664	N	

Owners Corporation

THE OWNERS - STRATA PLAN NO. SP15664  
Other legal entity

Meeting Date

23/06/2023

Amended by-law No.

Details N/A

Repealed by-law No.

Details N/A

Added by-law No.

Details Special By-Law No.1

The subscriber requests the Registrar-General to make any necessary recording in the Register to give effect to this instrument, in respect of the land or interest described above.

Attachment

See attached Conditions and Provisions

See attached Approved forms

Execution

The Certifier has taken reasonable steps to verify the identity of the applicant or his, her or its administrator or attorney.

The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.

The Certifier has retained the evidence supporting this Registry Instrument or Document.

The Certifier has taken reasonable steps to ensure that this Registry Instrument or Document is correct and compliant with relevant legislation and any Prescribed Requirement.

Executed on behalf of THE OWNERS - STRATA PLAN NO. SP15664

Signer Name SIMONE KASAD

Signer Organisation SIMONE KASAD

Signer Role PRACTITIONER CERTIFIER

Execution Date 07/12/2023

**CONSOLIDATION/  
CHANGE OF BY-LAWS**

New South Wales  
Strata Schemes Management Act 2015  
Real Property Act 1900

Leave this space clear. Affix additional  
pages to the top left-hand corner.

**PRIVACY NOTE:** Section 31B of the Real Property Act 1900 (RP Act) authorises the Registrar General to collect the information required by this form for the establishment and maintenance of the Real Property Act Register. Section 96B RP Act requires that the Register is made available to any person for search upon payment of a fee, if any.

(A) **TORRENS TITLE**

For the common property  
CP/SP15664

(B) **LODGED BY**

Document  
Collection  
Box

**1W**

Name

Company Bylaws Assist

Address PO Box: 8274, Baulkham Hills, NSW, 2153

E-mail services@bylawsassist.com.au Contact Number +61 411 777 557

Customer Account Number 135632E

Reference BLA/5654

CODE

**CH**

- (C) The Owner-Strata Plan No. 15664 certify that a special resolution was passed on 23/6/2023
- (D) pursuant to the requirements of section 141 of the Strata Schemes Management Act 2015, by which the by-laws were changed as follows —
- (E) Repealed by-law No. \_\_\_\_\_
- Added by-law No. Special By-Law No.1
- Amended by-law No. \_\_\_\_\_
- as fully set out below :

Please see attached in "Annexure 1" to the 15CH Form the Consolidated By-laws for Strata Plan 15664 which includes new Added Special By-law No.1 starting from Page 5 of 11 respectively.

- (F) A consolidated list of by-laws affecting the above mentioned strata scheme and incorporating the change referred to at Note (E) is annexed hereto and marked as Annexure 1.
- (G) The seal of The Owners-Strata Plan No. 15664 was affixed on 21/11/23 in the presence of the following person(s) authorised by section 273 Strata Schemes Management Act 2015 to attest the affixing of the seal:

Signature :

Name : Christal PEARCE

Authority : Strata Manager

Signature :

Name :

Authority :



STRATA SCHEME 15664

**STRATA SCHEMES MANAGEMENT REGULATION 2016**

Schedule 2 –By-Laws for pre-1996 strata schemes

(Clause 35)

**1. Noise**

An Owner or occupier of a lot must not create any noise on the parcel likely to interfere with the peaceful enjoyment of the owner or occupier of another lot or any person lawfully using common property.

**Note:** This by-law was previously by-law 12 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 13 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

**2. Vehicles**

An owner or occupier of a lot must not park or stand any motor or other vehicle on common property except with written approval of the owners corporation.

**Note:** This by-law was previously by-law 13 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 14 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

**3. Obstruction of common property**

An owner or occupier of a lot must not obstruct lawful use of common property by any person.

**Note:** This by-law was previously by-law 14 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 15 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

**4. Damage to lawns & plants on common property**

An owner or occupier of a lot must not:

- (a) damage any lawn, garden, tree, shrub, plant or flower being part of or situated on common property, or (b) use for his or her own purposes as a garden any portion of the common property.

**Note:** This by-law was previously by-law 15 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 16 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

**5. Damage to common property**

- (1) An owner or occupier of a lot must not mark, paint, drive nails or screws or the like into, or otherwise damage or deface, any structure that forms part of the common property without the approval in writing of the owners corporation.

**Note:** This by-law is subject to sections 109 and 110 of the *Strata Schemes Management Act 2015*.

- (2) An approval given by the owner's corporation under clause (1) cannot authorize any additions to the common property.

- (3) This by-law does not prevent an owner or person authorized by an owner from installing;

- (a) any locking or other safety device for protection of the owner's lot against intruders, or
  - (b) any screen or other device to prevent entry of animals or insects on the lot, or (c) any structure or device to prevent harm to children.

- (4) Any such locking or safety device, screen, other device or structure must be installed in a competent and proper manner and must have an appearance, after it has been installed, in keeping with the appearance of the rest of the building.

- (5) Despite section 106 of the *Strata Schemes Management Act 2015*, the owner of a lot must maintain and keep in a state of good and serviceable repair any installation or structure referred to in clause (3) that forms part of the common property and that services the lot.

**Note:** This by-law was previously by-law 16 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 17 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## **6. Behaviour of owners and occupiers**

An owner or occupier of a lot when on common property must be adequately clothed and must not use language or behave in a manner likely to cause offence or embarrassment to the owner or occupier of another lot or to any person lawfully using common property.

**Note:** This by-law was previously by-law 17 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 18 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## **7. Children playing on common property in building**

An owner or occupier of a lot must not permit any child of whom the owner or occupier has control to play on common property within the building or, unless accompanied by an adult exercising effective control, to be or to remain on common property comprising a laundry, car parking area or other area of possible danger or hazard to children.

**Note:** This by-law was previously by-law 18 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 19 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## **8. Behaviour of invitees**

An owner or occupier of a lot must take all reasonable steps to ensure that invitees of the owner or occupier do not behave in a manner likely to interfere with the peaceful enjoyment of the owner or occupier of another lot or any person lawfully using common property.

**Note:** This by-law was previously by-law 19 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 20 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## **9. Depositing rubbish and other material on common property**

An owner or occupier of a lot must not deposit or throw on the common property any rubbish, dirt, dust or other material likely to interfere with the peaceful enjoyment of the owner or occupier of another lot or of any persons lawfully using the common property.

**Note:** This by-law was previously by-law 20 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 21 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## **10. Drying of laundry items**

An owner or occupier of a lot must not, except with the consent in writing of the owners corporation, hang any washing, towel, bedding, clothing or other article on any part of the parcel in such a way as to be visible from outside the building other than on any lines provided by the owners corporation for the purpose and there only for a reasonable period.

**Note:** This by-law was previously by-law 21 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 22 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## **11. Cleaning windows and doors**

An owner or occupier of a lot must keep clean all glass in windows and all doors on the boundary of the lot, including so much as is common property.

**Note:** This by-law was previously by-law 22 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 23 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.



## 12. Storage of inflammable liquids and other substances and materials

- (1) An owner or occupier of a lot must not, except with the approval in writing of the owners corporation, use or store on the lot or on the common property any inflammable chemical, liquid or gas or other inflammable material.
- (2) This by-law does not apply to chemicals, liquids, gases or other material used or intended to be used for domestic purposes, or any chemical, liquid gas or other material in a fuel tank of a motor vehicle or internal combustion engine.

**Note:** This by-law was previously by-law 23 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 24 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## 13. Moving furniture and other objects on or through common property

An owner or occupier of a lot must not transport any furniture or large object through or on common property within the building unless sufficient notice has first been given to the strata committee so as to enable the strata committee to arrange for its nominee to be present at the time when the owner or occupier does so.

**Note:** This by-law was previously by-law 24 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 25 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## 14. Floor coverings

- (1) An owner of a lot must ensure that all floor space within the lot is covered or otherwise treated to an extent sufficient to prevent the transmission from the floor space of noise likely to disturb the peaceful enjoyment of the owner or occupier of another lot.
- (2) This by-law does not apply to floor space comprising a kitchen, laundry, lavatory or bathroom.

**Note:** This by-law was previously by-law 25 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 26 in Schedule 3 to the *Strata Titles (Leasehold Development) Act 1986*.

## 15 Garbage disposal

- (1) An owner or occupier of a lot:
  - (a) must maintain within the lot, or on such part of the common property as may be authorised by the owners corporation, in clean and dry conditions and adequately covered a receptacle for garbage, and
  - (b) must ensure that before refuse is placed in the receptacle it is securely wrapped or, in the case of tins or other containers, completely drained, and
  - (c) for the purpose of having the garbage collected, must place the receptacle within an area designated for that purpose by the owners corporation and at a time not more than 12 hours before the time at which garbage is normally collected, and
  - (d) when the garbage has been collected, must promptly return the receptacle to the lot or other area referred to in paragraph (a), and
  - (e) must not place any thing in the receptacle of the owner or occupier of any other lot except with the permission of that owner or occupier, and
  - (f) must promptly remove any thing which the owner, occupier or garbage collector may have spilled from the receptacle and must take such action as may be necessary to clean the area within which that thing was spilled.

**Note:** This by-law was previously by-law 26 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 27 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## 16. Keeping of Animals

- (1) Subject to section 157 of the *Strata Schemes Management Act 2015*, an owner or occupier of a lot must not, without the approval in writing of the owners corporation, keep any animal on the lot or common property.
- (2) The owners corporation must not unreasonably withhold its approval of the keeping of an animal on a lot or the common property.

**Note:** This by-law was previously by-law 27 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 28 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## 17. Appearance of lot

- (1) The owner or occupier of a lot must not, without the written consent of the owners corporation, maintain within the lot anything visible from outside the lot that, viewed from outside the lot, is not in keeping with the rest of the building.
- (2) This by-law does not apply to the hanging of any washing, towel, bedding, clothing or other article as referred to in by-law 10.

**Note:** This by-law was previously by-law 29 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 30 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## 18. Notice-Board

An owners corporation must cause a notice-board to be affixed to some part of the common property.

**Note:** This by-law was previously by-law 3 in Schedule 1 to the *Strata Schemes (Freehold Development) Act 1973* and by-law 3 in Schedule 3 to the *Strata Schemes (Leasehold Development) Act 1986*.

## 19. Change in use of lot to be notified

An occupier of a lot must notify the owners corporation if the occupier changes the existing use of the lot in a way that may affect the insurance premiums for the strata scheme (for example, if the change of use results in a hazardous activity being carried out on the lot, or results in the lot being used for commercial or industrial purposes rather than residential purposes).

## Special By-law No.1 - Minor Renovations by Owners

### Purpose of By-law

- (1) This by-law is made for purposes of managing, regulating and controlling the carrying out of Minor Renovations within an Owner's lot which affects, impacts, enhances, improves and / or adds value to the Owner's lot and/or the common property, and affects the common property and/or impacts on an Owner or occupier of a lot.

### Request made to carry out Minor Renovations constitutes consent to conditions of by-law

- (2) The Owner upon making a request to carry out Minor Renovations on and in their lot, and on so much of the common property as is necessary and/or affected, consents to terms and conditions imposed under this by-law.

### Retrospective application for unauthorised Minor Renovations

- (3) Where any Minor Renovations covered under **clause (30)** of this by-law were undertaken by an Owner before this by-law was made, and no by-law has been made in respect of the Minor Renovations undertaken, then any conditions of this by-law concerning repair and maintenance and liability and indemnity will also apply to those Minor Renovations.

### Minor Renovations authorised under this by-law do not confer special privileges or rights to common property

- (4) The Minor Renovations covered under **clause (30)** of this by-law require the written consent of the Owners Corporation as specified under this by-law and does not confer special privileges to keep the Minor Renovations on the common property, nor does it confer any rights to exclusive use of the common property.
- (5) The Owners Corporation may at any time request the removal of the items covered in **clause (30)** (at the Owner's expense) should the Owner not meet the conditions of this by-law or should the Owners Corporation require use or access to the common property affected by the items specified in **clause (30)** of this by-law.

**Minor Renovations that require any local or statutory authority consent shall require a common property rights by-law**

- (6) Where any Minor Renovations covered under **clause (30)** of this by-law require the written approval from a relevant consent authority under the *Environmental Planning and Assessment Act 1979* and / or any other relevant statutory authority whose requirements apply to performance of the Minor Renovations, the applicant must submit the relevant documentation to the Strata Committee for approval with the application and any cost associated with just written approvals required shall be at Owner's cost and the Owners Corporation shall be indemnified for any liability in respect to the Minor Renovations.

**Cosmetic Works do not require consent**

- (7) The Owner may undertake Cosmetic Works without approval but with notification to the Owners Corporation.

**CONDITIONS**

**Before undertaking Minor Renovations**

**Approval of the Owners Corporation**

- (8) The Owners Corporation under this by-law delegates its function to approve Minor Renovations to the strata committee pursuant to **section 110 (6) (b)** of the *Strata Schemes Management Act 2015*.
- (9) The Owner must obtain the prior written approval for the Minor Renovations from the strata committee of the Owners Corporation pursuant to this by-law.

**Application to undertake Minor Renovations to be submitted**

- (10) An Application must be submitted by the Owner in accordance with "**Annexure A**" to this by-law, or any other application form deemed appropriate by the Strata Committee, relating to any Minor Renovations undertaken, to the strata committee of the Owners Corporation, prior to obtaining written approval. The Application should include the following details:

- (a) full specifications of the Minor Renovations;
- (b) copy of all plans and drawings (if relevant);
- (c) details of the contractor performing the Minor Renovations, including license and project management plan (if relevant);
- (d) copy of the certificate of currency for the all-risk insurance policy of the principal contractor to be engaged on the Minor Renovations which must include evidence of public liability cover of not less than \$10,000,000.00 in respect of any claim; and
- (e) copy of the Homeowners Warranty Insurance for the works (if applicable)
- (f) any other documents reasonably required by the Owners Corporation.

- (11) The Owners Corporation via the strata committee must within 21 days from receipt of the Application, with information provided as required in **clause (10)** above, approve or reject the application of the Owner and may include any additional terms and conditions in respect of the Minor Renovation.

- (12) The strata committee must not unreasonably refuse the Application of an Owner.

- (13) Where the strata committee rejects the Application, it must provide reasons to the Owner in writing.

## Carrying out the Minor Renovations

### Hours of Works

- (14) The Owner must perform the Minor Renovations between 7:30am to 4:30pm Monday to Friday and 8am to 3:00pm on Saturdays. No works on Sundays and Public Holidays.

### Compliance with Codes

- (15) The Owner performing the Minor Renovations must comply with all directions, orders, and requirements of any statutory or other authority, and of the Owners Corporation and must ensure, and be responsible for, compliance with such directions, orders and requirements by the Owner's servants, agents, and contractors.
- (16) The Owner performing the Minor Renovations must ensure that the Minor Renovations are carried out in compliance with all applicable building codes and standards (including but without limitation the National Construction Code (NCC) and the Australian Standards and in compliance with the *Home Building Act 1989* and all other relevant laws (including but without limitation in relation to fire safety) and in compliance with the by-laws applicable to the strata scheme.

### General Conditions

- (17) When performing the Minor Renovations, the Owner must:
- (a) ensure that all other lot owners are given notice seven (7) days prior to commencement of any Minor Renovations;
  - (b) ensure that the Minor Renovations are performed in accordance with the drawings and specifications approved by the Owners Corporation (if relevant).
  - (c) ensure that duly licensed and insured contractors complete the Minor Renovations in a proper and workmanlike manner.
  - (d) ensure that any tradesman and contractors park on the street or in the Lot Owners car space only.
  - (e) must transport all construction materials, equipment, debris and other material, in the manner reasonably directed by the Owners Corporation.
  - (f) ensure the Minor Renovations be undertaken in such a way as to cause minimum disturbance or inconvenience to the lots or their occupiers and owners.
  - (g) keep all areas of the building outside their Lot clean and tidy throughout the performance of the Minor Renovations.
  - (h) must only perform the Minor Renovations when the door between the Lot and the common property is completely closed.
  - (i) ensure that the corridor serving the Lot is protected from damage for the duration of the Minor Renovations.
  - (j) ensure that any carpeted area is protected by the use of floor protection and kept clean during any Minor Renovations.
  - (k) repair promptly any damage, at the Lot Owner's expense, caused or contributed to by Minor Renovations, including damage to the property of the Owners Corporation and the property of the owner or occupier of another Lot in the strata scheme.



- (l) ensure the Minor Renovations are carried out:
  - (i) in compliance with the manufacturer's specifications and instructions for installation, where applicable;
  - (ii) using materials that are new and fit for the purposes to which those materials are put;
  - (iii) in a manner so as to result in the Minor Renovations being reasonably fit for occupation.
- (m) ensure that any services required to operate the Minor Renovations are connected to the Lot's electricity or appropriate supply.

#### **After Completion of the Minor Renovations**

- (18) Immediately upon completion of the Minor Renovations, the Owner must restore all other parts of the common property affected by the Minor Renovations as nearly as possible to the state they were in immediately before the Minor Renovations.
- (19) The Owner must deliver to the Owners Corporation any documents reasonably required by the Owners Corporation relating to the Minor Renovations.
- (20) The strata committee may inspect the property at any stage during, and upon completion of the Minor Renovations.

#### **Owner's Enduring Obligations**

##### **Maintenance and Repair**

- (21) The Owner must, at the Owner's expense properly maintain the Minor Renovations and keep them in a state of good and serviceable repair and when necessary renew or replace any fixtures or fittings comprised in the Minor Renovations.
- (22) If the Owner removes the Minor Renovations or any part of the Minor Renovations made under this by-law, the Owner must at the Owner's own expense, restore and reinstate the common property as close to its original condition as possible.
- (23) The Owner must:
  - (a) not carry out any alterations or additions or do any works (other than the Minor Renovations expressly approved under this by-law) unless the Owner obtains separate approval from the Owners Corporation to carry out such alterations, additions or works.
  - (b) ensure that the Minor Renovations do not at any time cause any damage including but not limited to water escape or water penetration to the Lot, another lot, or the common property.

##### **Liability and Indemnity**

- (24) The Owner indemnifies the Owners Corporation against –
  - (a) any legal liability, loss, claim or proceedings in respect of any injury, loss or damage to the common property, to other property or person to the extent that such injury, loss or damage arises from or in relation to the Minor Renovations, including their installation, repair, maintenance, replacement, removal and/or use;
  - (b) any excess payable by way of claim made under the Owners Corporation's insurance and / or increased insurance premiums by the Owners Corporation as a direct result of the Minor Renovations, including their installation, repair, maintenance, replacement, removal and/or use;

- (c) any amount payable by way of increased fire safety compliance or local authority requirements as a direct result of the Minor Renovations, including their installation, repair, maintenance, replacement, removal and/or use; and
- (d) liability under **section 122 (6)** of the *Strata Schemes Management Act 2015* in respect of repair of the common property attached to the Minor Renovations.

(25) The Owners Corporation has specially resolved that it is inappropriate to maintain, renew, replace or repair the common property comprised within, or affected or occupied by the Minor Renovations and that this decision will not affect the safety of any building, structure or common property in the strata scheme or detract from the appearance of any property in the strata scheme.

#### **Repair of Damage**

- (26) The Owner is liable for and must, at the Owner's expense, make good any damage to the Lot, another lot or the common property arising out of or in connection with the Minor Renovations (no matter when such damage may become evident) and will make good that damage immediately after it has occurred.
- (27) Any loss and damage suffered by the Owners Corporation as a result of making and using the Minor Renovations, including failure to maintain, renew, replace or repair the Minor Renovations as required under this by-law, may be recovered from the Owner as a debt due to the Owners Corporation on demand with interest at the rate of 10% per annum until the debt is paid.

#### **Breach of By-law**

- (28) The Owners Corporation reserves the right to replace or rectify the Minor Renovations or remediate any loss or damage to the common property of the Owners Corporation caused by the Owner's breach of the conditions in this by-law, if that breach is not rectified within 30 days of service of a written notice from the Owners Corporation requiring rectification of that breach, at the cost of the Owner, to the satisfaction of the Owners Corporation.

#### **Defined Terms and Interpretation**

- (29) "**Cosmetic Works**" means aesthetic works as defined in **section 109** of the *Strata Schemes Management Act 2015* and under any relevant by-law applicable to the scheme, which do not affect common property and do not require the consent of the Owners Corporation.
- (30) "**Minor Renovations**" means work items as defined in **section 110** of the *Strata Schemes Management Act 2015*, under **Regulation 28** of the *Strata Schemes Management Regulations 2016* and as specified below, performed by the Owner, at the Owner's expense and to remain the Owner's fixture:
  - (i) Work for the following purposes is prescribed as minor renovations pursuant to **s110 (3)** of *Strata Schemes Management Act 2015*:
    - (a) renovating a kitchen,
    - (b) changing recessed light fittings,
    - (c) installing or replacing wood or other hard floors,
    - (d) installing or replacing wiring or cabling or power or access points,
    - (e) work involving reconfiguring walls (excluding structural or load bearing walls),

(ii) Work for the following purposes is prescribed as minor renovations pursuant to **Regulation 28** of the ***Strata Schemes Management Regulations 2016***:

- (a) removing carpet or other soft floor coverings to expose underlying wooden or other hard floors,
- (b) installing a rainwater tank,
- (c) installing a clothesline,
- (d) installing a reverse cycle split system air conditioner within the Lot,
- (e) installing double or triple glazed windows,
- (f) installing a heat pump,
- (g) installing ceiling insulation

(31) “**Owner**” means any owner or owners of a lot from time to time on strata plan 15664.

(32) In this by-law, unless the context otherwise requires:

- (a) headings do not affect the interpretation of this by-law;
- (b) words importing the singular include the plural and vice versa;
- (c) words importing a gender include any gender;
- (d) words defined in the Act have the meaning given to them in the Act; and
- (e) references to legislation includes references to amending and replacing legislation.

(33) This by-law applies in conjunction with any existing relevant by-laws of the scheme, however to the extent of any inconsistency with the existing registered by-laws, this by-law prevails.

**Annexure A**

**APPLICATION FOR OWNER'S MINOR RENOVATIONS**

**To the Secretary & Strata Managing Agent**

I/We \_\_\_\_\_ the Owner(s) of Lot \_\_\_\_\_ hereby give notice to the Owners Corporation care of the Strata Managing Agent and Secretary of intention to undertake Owners Minor Renovations on my/our lot.

1. Detail of Minor Renovations to be undertaken, including type of work, materials to be used, method of installation, and proposed location:

.....  
.....  
.....

2. Name of Contractor Installing: .....

3. Contractor's Licence No.....

4. Details of Contractors All Risks Insurance (Please include copies)

.....  
.....

5. Is Council approval required: Yes/No

6. If Yes, has application been made for Development Approval.....

7. Date installation intends to start.....

8. Duration of installation.....

9. **I have read Special By-Law - Minor Renovations by Owners and acknowledge that no work may commence unless approved in writing by the Owners Corporation.**

11. **I acknowledge that any Minor Renovations undertaken may be subject to special conditions as required by the Owners Corporation and I shall abide by these special conditions.**

Signature of Owner.....

Date.....

Received by Owners Corporation.....

Name & Date.....

The seal of The Owners-Strata Plan No 15664 was affixed on 21/11/23 in the presence of the following person(s) authorised by section 273 Strata Schemes Management Act 2015 to attest the affixing of the seal:

Signature(s): [Signature]

Name(s) [use block letters]: CHRISTAL PEARCE

Authority: STRATA MANAGER



## Approved Form 10


### Certificate re Initial Period

The owners corporation certifies that in respect of the strata scheme:

\*that the initial period has expired.

~~\*the original proprietor owns all of the lots in the strata scheme and any purchaser under an exchanged contract for the purchase of a lot in the scheme has consented to any plan or dealing being lodged with this certificate.~~

The seal of The Owners - Strata Plan No 15664 was affixed on ^ 21/11/23 in the presence of the following person(s) authorised by section 273 *Strata Schemes Management Act 2015* to attest the affixing of the seal.

Signature:  Name: CHRISTAL PEARCE Authority: STRATA MANAGER

Signature: ..... Name: ..... Authority: .....

^ Insert appropriate date

\* Strike through if inapplicable.






## Approved Form 23

### Attestation

The seal of The Owners - Strata Plan No 15664..... was affixed on ^ 21/11/23..... in the presence of the following person(s) authorised by section 273 *Strata Schemes Management Act 2015* to attest the affixing of the seal.

Signature: ..... Name: CHRISTAL PEARCE..... Authority: STRATA MANAGER.....

Signature: ..... Name: ..... Authority: .....

^ Insert appropriate date

