



Cammeray Place, 53 Palmer Street Cammeray NSW 2062

Renovations / Alterations Approval Process

SP87345

Should an Owner wish to renovate or make alterations to their Lot, the following process applies.

1. Read and agree particularly, but not restricted to By-laws 1, 2, 3, 5, 8, 11, 12, 14, 19, 23, 28, 42, 43 and 46.
2. Obtain from Cammeray Place website a **Renovation/Alteration Request Form** and once completed including detailed description of renovation or alteration envisaged, returned by email to Strata Plus (strata manager) for initial assessment.
3. Upon receipt, renovation or alteration request to be assessed by Strata Plus under the Strata Schemes Management Act 2015 No 50 <https://www.legislation.nsw.gov.au/#/view/act/2015/50/full> and a decision made as to it being;
 - a) Cosmetic, see Part 6, Division 1, Section 109,
 - b) Minor, see Part 6, Division 1, Section 110 or
 - c) Major, see Part 6, Division 1, Section 111 being any renovation or alteration not falling under Section 110 of the above Act as affecting Common Property and requiring a special Bylaw.
4. Once category of submission is identified as 2a, b or c, Strata Plus to forward assessed application to Owner, Building Manager and Secretary by email whereby;
 - a) Cosmetic - works can commence, or
 - b) Minor – works cannot commence (see *By-law 43*) until request approved by the Strata Committee, or
 - c) Major – works cannot commence (see *By-law 23*) until;
 - i) the initial **Renovation / Alteration Request** has firstly been approved by the Strata Committee, and
 - ii) the subsequent **Major Renovations Special Bylaw** for works and **Acceptance of Terms and Conditions** sent by Strata Plus to Owner for completion being returned and received by them, and
 - iii) the **Major Renovations Special Bylaw** submission is validated by majority acceptance at an AGM or EGM of the Owners Corporation.
5. All administrative and legal costs related to creation of the special Bylaw are to the Owners account.

The Secretary
Cammeray Place
Mail@CammerayPlace.com.au

Strata Plus
info@StrataPlus.com.au
(02) 8198 8500