



As individual lots also have areas within them that are common property owners wanting to make changes or undertake renovations may require approval from the owners corporation and this will depend on the type of renovation required.

Renovations fall into three categories:

- **Cosmetic changes** - includes installing or replacing hooks, nails or screws for hanging paintings or other things on walls; installing or replacing handrails within your lot; painting; and filling minor holes and cracks in internal walls. Lot owners can do cosmetic work within their lot without seeking approval from the owners corporation.
- **Minor renovations** - includes renovating a kitchen; changing recessed light fitting; installing or replacing wood or other hard floors; and reconfiguring internal walls. Other items usually considered to be minor renovations are sustainability measures, such as clothes lines and air conditioners. Lot owners must get the approval of the owners corporation by general resolution (50% of those entitled to vote at a meeting) before any work can commence. Lot owners may need to provide details of the work including;
  - the work, such as any plans
  - the duration and times of the work
  - the people who will carry out the work including their qualifications.

**Renovations to a bathroom require a special resolution to be passed.**

- **Renovations other than cosmetic work or minor renovations** require the permission of the owners corporation by a special resolution. Major renovation need a higher level of approval because such work may seriously affect the common property. This applies to structural changes; waterproofing; work that changes the external appearance of your lot, such as an access ramp; and any work for which approval is required under other laws.

## Remember

**Any work must be carried out in a competent and proper manner. Any damage to the common property caused by the work must be repaired. All electrical, air conditioning and plumbing works must be carried out by a property licensed tradesperson. Check a tradesperson's licence at [fairtrading.nsw.gov.au](http://fairtrading.nsw.gov.au)**

For any structural change to a lot, advance notice must be given by providing a written description of the proposed alteration to the owners corporation at least 14 days before the work is to start.

Tenants need their landlord's written permission to make any changes to the lot.

## TOP TIPS!

**The owners corporation can delegate approval for minor renovations to the strata committee by passing a by-law to permit this.**

**The owners corporation can also make a by-law to define specific types of work as being 'cosmetic' or 'minor' renovations. This is as long as it doesn't conflict with the categories of renovation as defined in the Act. For example, waterproofing would fall into the category of major renovations. The owners corporation could not decide that this is a minor renovation.**

### Reference:

Strata Living Get Involved, revision June 2018, Pg.37