

ENCLOSING OF BALCONIES

Dear Owner,

These are the steps to follow if you would like to enclose your balcony. It should be noted that this option is only being approved to owners on the street side of the complex and those on the ground floor. Council has said they are not willing to approve internal facing applicants so those owners face more risk when making an application.

The first step is to gain approval through your body corporate to enclose your balcony. Once this has been done it will be up to you to contact the town planner to make an application to Brisbane City Council on your behalf.

The Community Body Corporate has engaged Allan Van, of Allan Van Planning to commission a noise report and architecture report for Cathedral Place. The CBC has also commissioned Allan to write a report based on Cathedral Place's needs. He will then be able to use these reports to make an application for you. His contact details are 0418312724 or allan@allanvanplanning.com.au

There will be a fee for his services which has been quoted as \$600 plus GST. There will also be a fee payable to the BCC of \$485 per application. This should be confirmed directly with the town planner as the body corporate will take no liability for higher costs.

The noise and architecture reports recommend installations in line with what has already been installed in some units around the complex. Some residents have expressed interest in bi-fold windows/doors. This would have to be discussed with the town planner and the BCC has expressed it would be willing to approve bi-folds in the past.

If owners choose to make an application it will be at their own risk and the once again the body corporate accepts no liability for any costs for any applications that are made. In writing this letter I also accept no liability for any costs.

If anybody requires a copy of the report, please contact Archers Body Corporate Managers. The town planner should be able to help with all other enquiries.

Regards,

Sam King

E24 Cathedral Place