



17 March 2026

BCC DS  
RECEIVED  
30/03/2026  
APPLICATION REF  
A006993161

Ms Kerrie J Allan  
8/58 Groth Road  
BOONDALL QLD 4034

**E: kjallan050@gmail.com**

Dear Ms Allan,

**Re: LOT 8 | GATEWAY GARDENS CTS 22498  
INSTALL A PATIO**

Bright & Duggan act on behalf of the Body Corporate as the engaged Strata Administrator and we write to you in that capacity.

The Committee advise that your request to install a patio at Lot 8 was considered and approved, conditional upon adherence to the relevant Body Corporate By-Laws and subject to the following conditions:

1. *The improvement must be carried out in accordance with the following plans or specifications, with any minor variations as approved by the Committee from time to time:*
  - a. *As per lot alteration application*
2. *All work on the improvement/s must be carried out in a good and tradesman-like manner;*
3. *The applicant must obtain all necessary approvals from any local, state or federal authorities for the proposed improvement/s and provide a copy of any approvals to the body corporate prior to commencement of any work;*
4. *The Owner of the lot, whoever that may be from time to time, must maintain the improvement/s in good condition;*
5. *Any parties carrying out the proposed improvement/renovation works must:*
  - a. *Obtain reasonably adequate insurance to protect the Body Corporate and provide evidence of such insurance before the commencement of any work.*
  - b. *Complete the works as soon as reasonably practical.*
  - c. *Take reasonable steps to minimise any interference with the occupiers of other lots or any person lawfully on the Common Property while the works are being carried out.*
6. *The applicant is responsible for ensuring compliance with any requirements of the Work Health and Safety Act 2011, and indemnifies the Body Corporate against any claim for non-compliance;*
7. *The applicant must pay for all costs (including administrative costs) incurred by the Body Corporate in relation to this application;*

8. *The applicant, along with any subsequent owner of the lot, indemnifies the Body Corporate on a full indemnity basis for all loss, damage, costs and liability suffered by the Body Corporate as a result of or caused by or contributed to by:*
- a. The proposed improvements and or renovations causing any damage to the Common Property, whether such damage is caused by the acts or omissions of the applicant or their contractors, subcontractors, employees or agents.*
  - b. The proposed improvements and or renovations compromising or adversely affecting in any way the structural indemnity of any other lot or the common property.*
  - c. Any failure to comply with the requirements of the Work Health and Safety Act 2011.*
  - d. The proposed improvements and or renovations causing any increase to the premium paid by the Body Corporate under any policies of insurance or the additional costs of complying with conditions imposed by the insurer.*

Please do not hesitate to contact our office on 07 5532 1900 or via email at [customercare@bright-duggan.com.au](mailto:customercare@bright-duggan.com.au) should you require any further information or assistance in relation to this matter.

Yours faithfully,  
For and on behalf of the Body Corporate  
GATEWAY GARDENS CTS 22498



Ashley Langdon  
Strata Manager