



TEMPORARY ACCOMMODATION

To Occupy a CARAVAN on Rural Land

Caravan Parks and Camping Ground Regulations – Regulation 11

A person may camp on a lot for 3 nights per 28-day period without needing Shire approval, if they have a legal right to be on a particular lot. For a period of up to 3 months the Shire of Waroona can issue a temporary accommodation permit. For a period of up to 12 months, the Shire of Waroona can only issue a temporary accommodation permit, allowing camping on a lot, during the construction of a dwelling. These guidelines recognise that many modern caravans are now equipped with ablution and clothes washing facilities and on van sullage storage. The Shire will approve on lot camping for up to 3 months with suitable ablution and effluent storage facilities, however effluent disposal on lots is strictly forbidden in such circumstances.

A temporary accommodation approval for up to 12 months will only be granted in the following circumstances: -

- A building permit has been issued for a dwelling on site;
- A temporary accommodation application form is completed and submitted together with applicable fees; and
- A statutory declaration for temporary accommodation is completed and submitted.

Legislation

This Guideline is in line with, and includes, provisions of the Building Code of Australia, Caravan Parks and Camping Ground Act 1995, the Health (Miscellaneous Provisions) Act 1911 and the Shire of Waroona's Town Planning Scheme No 4.

What is Temporary Accommodation?

The only forms of Temporary Accommodation that will be considered for approval are:

- a) **A caravan, camper, campervan or similar** that contains or has associated facilities to meet the health standards of these guidelines; or
- b) **Camping in a tent** which must be screened, along with any associated facilities, so as not to be visible to neighbours or users of nearby roads. Adequate toilet, bathing and clothes washing facilities need to be provided for in an application to camp on a lot before an approval to camp can be granted.

Application Forms

The applicant must own or have a legal right to occupy the land and is to complete the following forms and submit to the Shire together with the applicable fee:

- Completed “Application for Temporary Accommodation” form, including information as requested in the application;
- Completed and submitted “Statutory Declaration – Application to Camp on a Rural Lot” (12 month approval only).

Conditions

- Approval can be for a period of up to 3 months where suitable arrangements for the discharge or removal of effluent have been approved by the Shire of Waroona.
- Approval can be for a period of up to 3-12 months where suitable arrangements have been made for the discharge of effluent and a building permit has been issued for a dwelling on the lot. *Note: No subsequent periods can be approved by the Shire. The Local Government Minister may consider an extension however this will only be granted if there are extenuating circumstances and substantial progress has been made on the dwelling construction.*
- No discharge of effluent will be permitted on a lot other than into an approved wastewater system. *It should be noted that some lots within the Shire of Waroona specifically prohibit the discharge of nutrients in wastewater other than into nutrient retentive systems.*
- Approval will only be considered on land zoned:
 - Rural (1, 2, 3A, 3B, 4, 5, 6, 7, 8)
 - Rural residential
 - Rural smallholdings
 - or other similar rural zones.
- Setbacks for temporary accommodation are the same as prescribed for buildings within that zoning, as determined by the Town Planning Scheme.
- Arrangements are to be made for garbage disposal and be approved by the Shire of Waroona.
- The following minimum facilities are to be in place prior to camping on the land and are conditional upon any approval:
 - An effluent storage/disposal system is to be approved by the Shire of Waroona. and the system is to be connected to all fixtures producing wastewater on the lot.
 - Provision of suitable ablutions including toilet, hand wash basin, sink, shower and laundry trough / washing machine.
 - Ablution facilities must be connected to an adequate supply of potable water.
 - Cooking facilities as approved by the Shire of Waroona.
 - Reticulated power supply unless otherwise approved (to prevent noise from generators).
 - Facilities are to be screened using a caravan, shed, or other means so as not to be visible to neighbours or users of nearby roads. *Note: A building permit may be required for any structures forming part of the temporary accommodation arrangements. The Shire in granting temporary accommodation approval is not granting approval for, or condoning, a shed to be used as a dwelling.*
 - When building a dwelling an effluent disposal system is to be installed and a “Permit to Use” issued. (‘Application to Construct or Install an Apparatus for the Treatment of Sewerage’ is required to be submitted prior to installation), and the system is to be connected to all wastewater produced, within 3 months of the temporary approval having been issued.

Compliance issues

- For a 3 month approval, no extension of approval can be granted by the Shire of Waroona and applicants are referred to the Minister if they wish to camp on a lot for more than 3 months, other than as relates to a building permit approval.
- For a 12 month approval, expiration or cancellation of the building permit for the dwelling will void the applicable Temporary Accommodation approval.
- For a 12 month approval, no extension of approval can be considered and will only be referred to the Minister if exceptional circumstances are demonstrated and the building of the dwelling has substantially commenced.
- The Shire may revoke any Temporary Accommodation approval should it be determined that the approval is not being carried out within the provisions of this Guideline or any other relevant legislation.
- The Shire reserves the right to revoke the approval based on any complaints received that in the Shire's opinion, unduly affect amenity, or on any other grounds that the Shire deems necessary to protect health, safety and wellbeing of people.

Application for Temporary Accommodation

This application is for a request to reside in Temporary Accommodation in accordance with the Caravan and Camping Ground Regulations 1997, within the Shire of Waroona.

Applicant Details

Name:
Property Address:
Postal Address:
Telephone: Mobile:
Email:

Temporary Accommodation Details

1. Property Address:
2. Proposed dates of occupation: From..... To
3. Number of persons residing on site:
4. Toilet Facilities Flushable Toilet Hand Basin
5. Bathroom Facilities Shower or Bath
6. Laundry Facilities Wash Trough or Washing Machine
7. Dwelling Building Permit Approval No. (12 Month Approval only)
8. Effluent Disposal System
 - Type of effluent disposal system:
 - Date of Approval to Construct System: (12 Month Approval only)
 - Date of Permit to Use System: (12 Month Approval only)
9. Potable Water Source:
Describe Potable Water Arrangements:
.....
.....

Scheme Water Groundwater (bore) or Rain Water Tank capacity in litres

or Other – please specify

10. Reticulated power supply Yes No

11. Food preparation Bench and sink Cooking appliance/s

12. Site Plan showing:-

- Location and setback distances for all development (e.g.: dwelling, outbuilding(s), effluent disposal, ablutions, caravan / camp);
- Location of natural features (contours, bushland, waters courses);

13. Sleeping area – provide a smoke alarm (battery operated is acceptable)

Please read and sign the following declaration

I have completed the ‘Temporary Accommodation’ application, attached all requested plans and the information I am submitting in this application is accurate and true. I hereby certify that I have read and will comply with the provisions of the Shire of Waroona Temporary Accommodation Guidelines, including vacating the temporary accommodation if and when the approval expires.

Payment can be made with the application, or by lodging the application to warshire@waroona.wa.gov.au and the relevant fees.

(For current application fees please refer to the Shire of Waroona’s Fees and Charges) at www.waroona.wa.gov.au

Applicant Name:

.....

Signature:

Date: