

## COUNCIL POLICY

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### Temporary Accommodation

- Policy No:** 8.5
- Policy Subject:** Temporary Accommodation
- Objective:** To provide guidelines on the prerequisite conditions for approval of temporary accommodation for occupation during the completion of a permanent dwelling.
- Policy Statement:** To guide circumstances of allowable temporary accommodation means a person or persons residing in a caravan whilst building their permanent dwelling on the same lot. Temporary accommodation for a 12 month period may be approved by Council under the provisions of the *Caravan Parks and Camping Grounds Regulations 1997*
- Guidelines:**
- 1) Applications to reside in a caravan on a temporary basis whilst constructing a permanent dwelling on the same property must be submitted in writing and accompanied by a town planning application fee. The caravan must be located inside a shed.
  - 2) Applications will only be considered for land zoned rural or special rural.
  - 3) Applicants must submit a guarantee of \$5,000 to be returned upon temporary accommodation being vacated.
  - 4) Prior to submitting an application for temporary accommodation the proponents must already have obtained a building license for the construction of a permanent dwelling.
  - 5) A toilet, hand wash basin in close proximity, bath and/or shower and laundry trough may be provided in the shed (and connected to an approved onsite effluent disposal system and hot and cold potable water supply). A laundry trough is permitted to be used as the hand wash basin. Cooking facilities must be provided for in the caravan.
  - 6) The shed must have a supply of potable water, in the form of a water tank with a minimum capacity of 10,000L in areas of restricted water supply and 50,000L in areas with no water supply. Water supply must meet bush fire fighting requirements of a single house.
  - 7) Applicants will be encouraged to install a smoke alarm to the temporary accommodation.

- 8) Temporary accommodation must be inspected and approved by the Environmental Health Officer or Building Surveyor prior to occupation.
- 9) Temporary accommodation permission will only be granted to those persons who are to occupy the house when completed.
- 10) Temporary accommodation may be permitted for a maximum of 12 months.
- 11) In accordance with the provisions of the *Caravan Parks and Camping Grounds Regulations 1997*, for occupation of temporary accommodation greater than 12 months, applications must be made to the Minister, Department of Local Government and Regional Development. Applications will only be supported where significant progress has been made on the construction of the permanent dwelling.
- 12) Council reserves the right to revoke temporary accommodation permission at any time if it is dissatisfied with the state of progress towards the construction of a permanent dwelling or any general terms of the temporary accommodation permission have not been met.
- 13) The Chief Executive Officer has delegated authority to approve/refuse applications for temporary accommodation in rural and special rural zones.
- 14) Legal action may be instigated if owners fail to vacate temporary accommodation within the given time frame.

**Resolution No:** Ordinary Council OC104/07

**Resolution Date:** 28 March 2007

**Amended:**

22 October 2014	OC49/09
22 October 2014	OC/106/14
18 December 2018	OC168/18
22 December 2022	OC159/22

**Source:** Town Planning and Building

**Date of Review:** October annually

**Review**

**Responsibility:** Executive Manager Infrastructure & Assets