

Document No: HS-0022

This information sheet has been designed as a guide to inform of council policy DE1 Occupancy of Moveable Dwellings in Residential, Urban Development and Commercial Town Centre Zones and the process for applying for temporary occupancy of a moveable dwelling.

Definition(s):

“Movable Dwelling” is defined under the City of Karratha Town Planning Scheme No 8 as:

“A caravan defined under the *Road Traffic Act 1974* (as amended), park home or other dwelling constructed and maintained on its own chassis and wheels and capable of mobility at all times, although it may be stabilised by jacks, provided with skirtings or designed and constructed to permit independent occupancy for dwelling purposes.”

Temporary Accommodation:

The provisions of the *Caravan Parks and Camping Grounds Act 1995* and *Regulations 1997* permits Council to approve occupancies of moveable dwellings sited on areas which are not registered caravan and camping grounds for up to a maximum stay of 3 months or up to 12 months subject to a building licence for a dwelling being issued for the property in question.

Council has adopted to approve such applications on residential, urban development and commercial town centre zones only, this includes residential land and town centre commercial lots however does not include industrial or special use zoned properties such as sporting clubs.

The occupancy of moveable dwellings on lands zoned other than residential, urban development and commercial town centre zones except otherwise approved by the *Caravan Parks and Camping Grounds Act 1995* will not be considered.

Conditions

Council can approve occupancies from 3 months and up to a maximum of 12 months where a building licence for a dwelling has been issued for property.

An application form is to be completed and an application fee is payable.

Compliance with the conditions of council policy DE1.

Frequently Asked Questions

- Q. Does this policy permit me to occupy a skid-mounted transportable or non-habitable structure such as a converted shed on the property?
- A. No. The policy pertains only to moveable dwellings such as caravans, campervans and the like, occupations of skid-mounted transportable buildings and shed structures are not permitted.
- Q. Can I occupy a park home on the property?
- A. No. As specified in the *Caravan Parks and Camping Grounds Act 1995* and *Regulations 1997* park homes are not permitted unless they are located in a caravan and camping facility.
- Q. My motorhome has an inbuilt storage tank for liquid waste, is this acceptable for use?
- A. The use of storage tanks is acceptable however there must be a connection to sewer on the property to dispose of the liquid waste regardless.

- Q. If my moveable dwelling is used between 1 October and 30 April what are considered to be adequate cyclone tie downs and anchor points?
- A. The applicant is to determine what is adequate given the cyclone category of the region and is encouraged to seek advice from a qualified structural engineer. Moveable dwellings are generally built to vehicular standards and these may not be constructed to withstand cyclonic wind forces. The City of Karratha will not determine the adequacy of cyclonic tie downs on behalf of the applicant.
- Q. Can I apply for approval to site multiple moveable dwellings on a site?
- A. Under certain circumstances with larger building developments applications for multiple moveable dwellings will be considered. With such applications additional conditions may be required to ensure that an adequate level of health and amenity are maintained.
- Q. Can I apply to camp for periods greater than 3 months where a building licence has not been issued for the property or for greater than 12 months where a dwelling building licence has been issued?
- A. Council can approve occupancies of up to 3 months where no dwelling building licence has been issued or up to 12 months where one has. Approval from the Minister for Local Government and Regional Development must be sought for occupancies of greater than these.
- Q. Are there penalties for non compliance or if I occupy a moveable dwelling without approval?
- A. Within the *Caravan Parks and Camping Grounds Act 1995* there are fines and infringements for non compliance.
- Q. If someone complains about my occupation of a moveable dwelling, what will the process be?
- A. Complaints will be investigated and council officers will endeavor to assist to resolve any non compliant situation where possible. Should the occupancy of the moveable dwelling continually to be non compliant with the policy, the approval to occupy may be terminated.

If you need more information about any matter raised in this document, please contact the City of Karratha's Environmental Health Department on 9186 8555.

APPLICATION FOR TEMPORARY ACCOMMODATION OF MOVEABLE DWELLING

DETAILS TO BE PROVIDED BY APPLICANT

Name: _____
Address: _____

1. Reasons for the application and anticipated length of stay in moveable dwelling:

2. Details of the land

Lot Number: _____ **Street Number:** _____
Street: _____
Suburb: _____
Telephone: _____
Zoning: _____

Please note that applications on, special purpose and industrial zonings will not be considered.

3. Details of the moveable dwelling to be used, ie. the size, type, and number of beds:

4. The number of persons who will reside in the temporary accommodation: _____

5. A sketch plan of the property showing where:

- ⌚ The temporary accommodation is to be located;
- ⌚ The proximity to houses on adjoining land;
- ⌚ The effluent disposal system to be used; and
- ⌚ The location of ablution facilities.
- ⌚ Cyclone tie downs

6. Ablution facilities are to consist of a:

- ⌚ Water closet (toilet pedestal)
- ⌚ Wash trough
- ⌚ Shower and
- ⌚ Kitchen sink

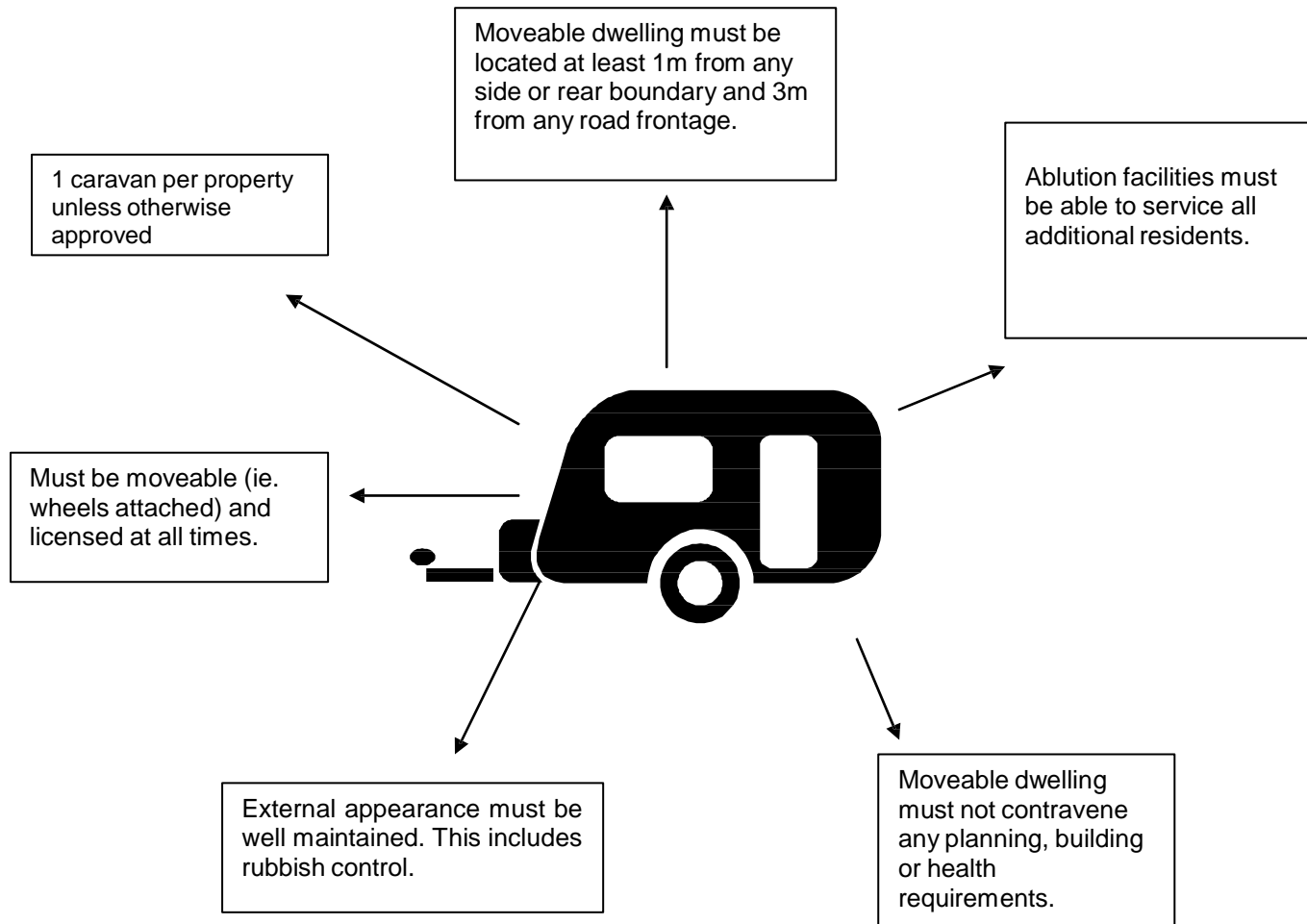
7. Details of an approved effluent disposal system where in an unsewered area:

8. If the temporary accommodation is to be used in conjunction during the construction of a residence or building on the land, the following details are required:

- ⌚ Approval in writing that a Building Licence has been issued for the proposed house or building
- ⌚ Schedule of work for construction and
- ⌚ Written authority of the owner of the land if not the applicant.

9. An application fee is payable.

HOW TO LOCATE A MOVEABLE DWELLING ON A RESIDENTIAL PROPERTY IF OCCUPIED



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OCCUPATION OF MOVEABLE DWELLINGS

WHAT ARE MOVEABLE DWELLINGS?

A moveable dwelling is any form of mobile dwelling, which can be licensed under the Road Traffic Act 1974, and includes a caravan, campervan, bus, caravanette or similar, but does not include a park home.

WHY INTRODUCE THIS POLICY?

Policy DE1 was adopted to manage the occupancy of “Moveable Dwellings” used as accommodation in within the City of Karratha.

WHEN DO I NEED A PERMIT?

If you are intending to live in a “Moveable Dwelling” on land for more than 3 days, but not more than three (3) months in any period of twelve (12) months, you must apply to the City.

The City can approve occupancies of up to 12 months by an owner or a builder if there is a building licence issued for a dwelling or significant structure which pertains to the land intended for occupation.

WHEN DO I NEED A PERMIT (cont)

The Minister for Local Government and Regional Development can approve occupancies of greater than 3 months without a building licence issued.

Generally the Minister will request for local government support before these applications are considered.

The City will not support an application for longer than three (3) months unless:

- All caravan parks in the town are fully occupied *or*;
- The “moveable dwelling” is to be occupied by an immediate family member such as a, son or daughter, and is used as a temporary extension of the home.

RULES FOR LIVING IN A MOVEABLE DWELLING

What are the rules for living in a moveable dwelling?

- If you want to live in a “moveable dwelling” for more than 3 days and up to 3 months or for 12 months for an application with a building licence for a dwelling, you have to apply to Council for a permit.
- Written permission from the owner of the premises is required.
- You may also need written comments from those neighbours who may be directly affected by location of a “Moveable Dwelling” on the property.
- An application fee is payable to the City of Karratha
- Should you wish to apply for a permit to live in a “moveable dwelling” on residential premises you will need to fill out the form “Application for Temporary Accommodation”.