

Application for approval to camp other than at the Caravan Park (FPS060)




89 Earl Street
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Narrogin WA 6312


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CASHIER HOURS:
8:30am – 4:30pm
MONDAY- FRIDAY

Application for approval to camp other than at the Caravan Park

Guidance Note:

What is temporary accommodation?

Under the *Caravan Parks and Camping Grounds Regulations 1997*, a local government can consider applications to occupy a caravan or camp on private land.

Usually, a caravan or tiny home on wheels is the easiest form of temporary accommodation to place on the land under these approvals. Caravans or tiny homes on wheels are easily removable if need be.

The construction of a building or permanent structure on the land is generally subject to planning or building approval and cannot be approved under these regulations.

Reasons for use

Caravans and tiny homes on wheels are used by many people in WA for a variety of reasons including:

- temporary housing following a natural disaster
- staying in a caravan or tiny home on wheels while building or renovating a permanent home
- for seasonal worker housing
- to support someone ageing-in-place
- for holiday-makers
- other personal circumstances.

It is important that caravans and tiny homes on wheels are used in a safe and healthy manner. That's why WA Legislation generally restricts the use of caravans to licensed caravan parks, where a certain level of services and utilities must be supplied.

If a person uses a caravan or tiny home on wheels outside a licensed park without approval or exemption, they risk committing an offence, regardless of whether the land is private or public.

What are the exemptions?

Approved short-term stay

- up to 5 nights approval required from the property owner
- up to 24 months approval required from the property owner and the local government
- re-applying after 24 months - approval required from the property owner and the local government.

If the applicant is seeking to camp on a state or federal reserve, approval may also be required from the authority who manages that land.

Roadside emergency

A person may use a caravan on a roadside if their vehicle has broken down or they are unable to drive safely. For this exemption to apply:

- there must be a legitimate emergency
- the vehicle must not cause a road hazard
- the vehicle must be moved as soon as it is safe to do so (if it is immobile, it should be towed away).

Overnight rest stop

Many local governments and state highways provide clearly marked overnight rest stops for convenience and public safety.

No approval is required to use these rest stops for up to 48 consecutive hours only.

Approval conditions

If a local government grants an approval to camp, they may make it subject to health and safety conditions. For example, the local government may require the applicant to have sufficient power, water, sewage, and cooking facilities.

The duties, approvals and exemptions that may apply are outlined in the Caravan Parks and Camping Grounds Regulation 1997.

The Minister for Local Government has the power to consider camping approvals in instances where a local government does not provide approval or revokes an approval. If the Minister provides an approval to camp, this cannot be revoked by the local government.

PART A-Applicant Details			
Applicant Name:			
Address:			
Town:		Postcode:	
Email:		Mobile:	

PART B - Property Details			
House/Street Number:		Lot Number:	
Street Name:		Town:	
Zoning	☐ Residential ☐ Rural ☐ Industry ☐ Park/Recreation		
Other (please specify)			

PART C - Previous Application(s) and Approvals			
To your knowledge, has an application been lodged for this property before?		☐ Yes ☐ No	
If yes, please indicate the date of the application approval:		Not received	
Number of	Caravans:	Tents:	People:

PART D - New Application Details			
Requesting to stay from:		To:	
Number of	Caravans:	Tents:	People:
Please indicate the distance between each caravan and the closest:			
Road abounding property:			
Property boundary:			
Vehicle access areas on property:			
Other caravan/tent on property:			
Building on property:			
If you prefer, you can submit a site plan indicating the above distances instead.			
Site Plan attached?		☐ Yes ☐ No	

PART E - Sanitary Facilities	
Will sanitary facilities be provided for campers to use?	☐ Yes ☐ No
If yes, location of facilities:	
Number available for use for people camping:	
PART F - Laundry Facilities	
Will laundry facilities be provided for camper's use?	☐ Yes ☐ No
If yes, location of facilities:	
Number of Washing Machines:	Drying Facilities: 1
Are these new facilities or existing facilities? ☐ Yes ☐ No	

PART G - Waste Disposal
How will waste be disposed of?
If the caravan is self-contained with a toilet, how will this waste be disposed of?

PART H - Further Details
Have the occupiers of adjacent properties been notified in writing? ☐ No ☐ Yes
List any further details that you would like the Shire to take into consideration:
Proposed Power Source:
Proposed potable water source:
Is the location designated a Bushfire Prone Area. ☐ Yes, I ☐ No
If you answered "Yes" to the above question, please provide a Bushfire Attack Level (BAL) Assessment with this application.

PART I - Declaration
Applicant Name:
I/ We declare that all details in this form are true and correct.
Signature: Date: 1

PART J - Property Owner Details and Approval			
They can either sign this application form or send a signed letter of approval. A copy of the outcome of this application will be sent to the owner.			
Owner Name:			
Address:		Postcode:	1
Email:		Mobile:	
Signature:		Date:	
PLEASE NOTE: The property owner's signature is required prior to submission of this application.			

How to lodge your application

Lodging your application **(Please allow for up to 14 days for applications to be processed).**

In **Person:** Shire of Narrogin Administration Office, 89 Earl Street, Narrogin WA 6312

By Mail: Shire of Narrogin Administration Office, 89 Earl Street, Narrogin WA 6312

By Email: enquiries@narrogin.wa.gov.au

Should you have any queries regarding any of the above, please don't hesitate to contact the Shire of Narrogin on (08) 9890 0900

OFFICE USE

Officer Name		Officer's Signature	
Application Fee	\$		
Record Number			
Approved By (Name)		Approved By (Signature)	

Additional Information
