

Application for Establishment or Occupation of a Temporary Home Approval *Fraser Coast Regional Council Local Law No. 1 (Administration) 2011*

IMPORTANT INFORMATION

Privacy Notice: In using this form you are providing personal information such as name and contact details. This information will be used only for the purpose for which the completion of this form is intended, and will only be accessed by persons who have been authorised to do so. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

FEES & CHARGES INFORMATION

The following fees apply to an Application for an Establishment or Occupation of a Temporary Home Approval.

Application Fee- this fee applies to the lodgement and assessment of the Application and one inspection* prior to issuing an approval for the specified term under *Fraser Coast Regional Council Subordinate Local Law No. 1 (Administration) 2019*.

**Please note: any additional follow-up inspections to verify compliance may incur an additional inspection fee.*

Please refer to the Fees and Charges Schedule in place at the time of making this Application for fee amounts. The Fees and Charges Schedule for the current financial year can be accessed on Council's website.

ELIGIBILITY FOR APPROVAL

A person is eligible to apply for an Establishment or Occupation of a Temporary Home Approval only where said person holds a current development permit, or has demonstrated an intention to apply for a current development permit, for the erection of a permanent Class 1a dwelling, or conversion of an existing building or structure into a permanent Class 1a dwelling.

Section 1: APPLICATION TYPE	<i>TH Application No. (Office use only):</i>
New Application:	<input type="checkbox"/> Yes OR <input type="checkbox"/> No
Extension of Existing Approval Application (Complete Sections 1-4, 6 for temporary homes that include a vehicle, and 8 only): <i>Note: Extensions will only be granted where significant progress has been made toward the construction of the permanent dwelling.</i>	<input type="checkbox"/> Yes OR <input type="checkbox"/> No Existing Approval Number: TH _____ Requested Date of Extension: _____
Type of Temporary Home to be Occupied:	
Shed or Class 10a Building (approval may be issued for up to 18 months)	<input type="checkbox"/> Yes OR <input type="checkbox"/> No
Caravan, Mobile Home, or Bus (approval may be issued for up to 18 months)	<input type="checkbox"/> Yes OR <input type="checkbox"/> No
Car, Van or Other Vehicle (approval may be issued for up to 6 months)	<input type="checkbox"/> Yes OR <input type="checkbox"/> No
Tent (approval may be issued for up to 3 months)	<input type="checkbox"/> Yes OR <input type="checkbox"/> No

Section 2: APPLICANT DETAILS

The applicant is to be the OWNER/S of the property on which the temporary home is to be occupied. The owner/s of the property and their immediate family are only permitted to occupy the temporary home.

APPLICANT ONE

Title: Mr Mrs Ms Other: _____

Surname:

Given Name/s:

APPLICANT TWO

Title: Mr Mrs Ms Other: _____

Surname:

Given Name/s:

COMPLETE FOR REGISTERED ENTITY/COMPANY ONLY

Company Name:

Director/s Name/s:

ACN:

Company Phone:

Company Email:

Company Postal Address:

Section 3: CONTACT DETAILS

Provide the contact details of the person to be contacted in relation to this application.

Name:

Home Phone:

Mobile Phone:

Email:

Postal Address:

Section 4: PROPERTY DETAILS AND APPROVALS

Street Address:

Legal Description (Lot and Plan):

Lot No.: _____ Plan No.: _____

Building Approval:

Note: If a Building Approval is yet to be obtained, documentation must be provided to demonstrate your intent to obtaining a Building Approval (e.g. correspondence from a QBCC Registered Builder confirming engagement).

Reference Number: _____

Date of Issue: _____

Plumbing Approval:

Note: If a Plumbing Approval is yet to be obtained, documentation must be provided to demonstrate your intent to obtaining a Plumbing Approval (e.g. correspondence from a QBCC Registered Builder confirming engagement of a Registered Plumber).

Reference Number: _____

Date of Issue: _____

Section 5: TEMPORARY HOME DETAILS

Number of Occupants:

Adults: _____

Children: _____

Requested Date for Temporary Home Occupation to Commence:

Expected Date for Occupation of Temporary Home to Cease:

Expected Date of Completion of Permanent Class 1a Dwelling:

Details of Materials and Structure of Temporary Home (including dimensions):	
Details of Arrangements for Temporary Home Positioning and Screening to Protect Visual Amenity:	
Potable Water Supply Available:	<input type="checkbox"/> Yes Source Council: <input type="checkbox"/> Other: <input type="checkbox"/> Please describe: _____
Amenities:	Kitchen: <input type="checkbox"/> Yes Details of Location and Facilities: _____
	Toilet: <input type="checkbox"/> Yes Details of Location and Facilities: _____
	Shower: <input type="checkbox"/> Yes Details of Location and Facilities: _____
	Laundry and Clothes Drying Facilities: <input type="checkbox"/> Yes Details of Location and Facilities: _____
	Sleeping Facilities: <input type="checkbox"/> Yes Details of Location and Facilities: _____
	Storage Facilities: <input type="checkbox"/> Yes Details of Location and Facilities: _____
Detail Arrangements for On-site Waste Management and Disposal: (Containment and Disposal of General Waste and Wastewater)	
Temporary Home is Fitted with Smoke Alarms Compliant with Australian Standard 3786-2014:	<input type="checkbox"/> Yes OR <input type="checkbox"/> No Compliant and operational Smoke Alarms are required to be installed in any structure to be used for temporary occupation. It is recommended that Smoke Alarms also be installed in caravans or other types of premises to be occupied.

Section 6: VEHICLE DETAILS	
<i>Applicable for applications to Occupy a Caravan or other type of Vehicle as a Temporary Home only.</i>	
Vehicle Make:	
Vehicle Model:	
VIN:	
Registration Number:	
Other Defining Details:	

Section 7: ATTACHMENTS	
<input type="checkbox"/>	Site Plan – A detailed and annotated site plan showing the location of the temporary home and proposed permanent residence on the property; and
<input type="checkbox"/>	Site Plan – A detailed and annotated site plan showing the proposed means and location of containment of general household waste and disposal of wastewater (for example, by way of septic or sullage trenches or chemical toilets); and
<input type="checkbox"/>	Floor Plan – A detailed and annotated floor plan of the temporary home and associated facilities showing the basic amenities required for living on the site (i.e. kitchen facilities, bathing facilities, toilet facilities, laundry facilities, sleeping accommodation, storage facilities and smoke alarms); and

<input type="checkbox"/>	Evidence of Financial Capacity and Ability to Construct the Permanent Dwelling – Provide documentation in the form of either confirmation of insurance from the Queensland Building and Construction Commission, or where this is not available, Loan Documentation, Bank Statements, and Staged Construction Calculations, to demonstrate your ability to construct the permanent Class 1a dwelling (refer to Section 4(f) of Schedule 8 of Subordinate Local Law No. 1).
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Section 8: DECLARATION

I _____ declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regard to any matters relevant to this application.

Signature of Applicant:	
Date:	
Position in Company (if relevant):	

Office Use Only			
Receipt No.		Date Created	Declaration/s Completed/Signed
Mandatory Documents Attached	<input type="checkbox"/> Yes	CSO Initials	<input type="checkbox"/> Yes