

NOTIFICATION OF THE OCCUPATION OF A CARAVAN OR RECREATIONAL VEHICLE AS A TEMPORARY RESIDENCE BY FAMILY OR FRIENDS

PURPOSE OF FORM: This form will be used to meet your requirements under Schedule 8, Section 2(3)(r) of Fraser Coast Regional Council Subordinate Local Law No. 1 (Administration) 2019 to notify Council when, as an owner or occupier of existing dwelling, you are allowing family or friends to occupy a caravan or recreational vehicle on the dwelling allotment for up to six months in a twelve-month period.

THIS FORM TO BE COMPLETED BY THE OWNER/OCCUPIER OF THE PERMANENT RESIDENCE

Section 1 – Permanent Residence Owner/Occupier Details

Surname: _____ Given Name/s: _____
 Telephone: _____ Mobile: _____
 Email: _____
 Address of permanent residence: _____

Section 2 – Activity Requirements

The establishment or occupation of a temporary home activity must comply with the following requirements:

1. **A permanent residence is situated on the premises and is and will remain continuously occupied during the period the caravan or recreational vehicle is being used as a place of residence at this location.**
2. **The permanent residence has adequate means of waste disposal and sanitation.**
3. **Occupation of caravan or recreational vehicle**

The caravan or recreational vehicle will be used as a temporary place of residence, and the occupants will:

- a) reside in the caravan or recreational vehicle for no longer than 6 months (cumulatively or from time to time) in a 12-month period;
- b) be family or friends of the owner or occupier of the permanent residence; and
- c) not make any payment.

4. **Position of caravan or recreational vehicle**

There is only one caravan or recreational vehicle on the premises and it must:

- a) be situated no less than 6 metres from the front property boundary of the premises;
- b) be situated no less than 3 metres from all other property boundaries (i.e. rear and side boundaries) of the premises;
- c) not be fixed to the premises, or any building, wall, fence or other structure on the premises; and
- d) not be designed for permanent attachment to the premises.

5. **Sanitary and laundry facilities**

- a) The occupants of the caravan or recreational vehicle must have access to:
 - i. sanitary and laundry facilities from the permanent residence; and
 - ii. potable water from the permanent residence.
- b) No waste material, including grey water, will be deposited on site during occupation or left on site after departure.
- c) If the caravan or recreational vehicle is fitted with sanitary or laundry facilities, all waste from the sanitary and/or laundry facilities will be contained within said vehicle and regularly collected and appropriately disposed.

6. **Caravan or recreational vehicle attributes**

The caravan or recreational vehicle must be:

- a) fitted with wheels;
- b) maintained in good working order and in a good state of repair;
- c) maintained in a clean, tidy, sanitary, and hygienic condition; and
- d) used as a place of residence by no more than the number of persons which the caravan or recreational vehicle is designed to accommodate.

Section 3 – DECLARATION

I _____, the owner / occupier of the above-mentioned permanent residence, certify that the undertaking of the activity on the premises complies with each requirement prescribed in **Section 2** above.

Signature of Owner/Occupier: _____ Date: _____

REGULATORY SERVICES USE ONLY

Initials:	Date:	Application #:
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Allowing a Caravan or Recreational Vehicle on Your Property (Occupation of a Caravan or Recreational Vehicle by Family and Friends for up to Six Months)

Subordinate Local Law No. 1, Schedule 8, Section 2(3) provides the opportunity for owners or occupiers of an existing dwelling to allow family or friends to occupy a caravan or recreational vehicle on the dwelling allotment for up to six months in a twelve-month period, under certain conditions.

How does the Local Law affect you?

An owner or occupier allowing family or friends to stay in a caravan or recreational vehicle on their property for up to six months in a twelve-month period, without payment, is an activity that does not require an approval by Council under the Local Law. However, the activity is subject to conditions, as follows:

General

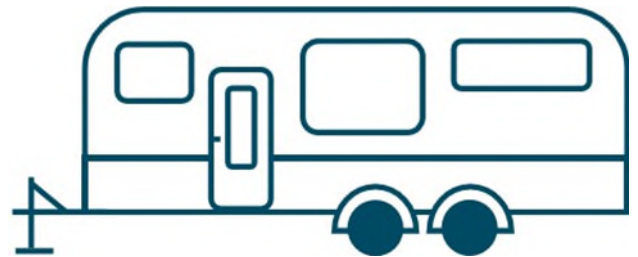
- The owner or occupier of the permanent residence must notify council within 7 days of the commencement of the activity on the prescribed form and certify that they will comply with the conditions.
- There must be a permanent residence on the premises that is and remains occupied whilst the caravan or recreational vehicle is being resided in on the premises and has adequate means of waste disposal and sanitation.

Position of caravan or recreational vehicle

- The caravan or recreational vehicle must be situated at least 6 metres from the front property boundary of the premises, and at least 3 metres from all other property boundaries (i.e. side and rear boundaries).
- The caravan or recreational vehicle must not be fixed to the premises or any structure on the premises, and not be designed for permanent attachment to the premises.

Sanitary and laundry facilities

- The occupants of the caravan or recreational vehicle must have access to sanitary and laundry facilities and potable water from the permanent residence.
- No waste material, including grey water, can be deposited on site during occupation, or left on site after departure.



- If the caravan or recreational vehicle is fitted with sanitary or laundry facilities, all waste from these will be contained within said vehicle and regularly collected and appropriately disposed of.

Caravan or Recreational Vehicle attributes

- The caravan or recreational vehicle must be fitted with wheels and be maintained in good working order and in a good state of repair.
- The caravan or recreational vehicle must be maintained in a clean, tidy, sanitary, and hygienic condition.
- The caravan or recreational vehicle must be used as a place of residence by no more than the number of persons it is designed to accommodate.

How does this interact with other laws and requirements?

Occupiers of caravans or recreational vehicles under this provision of the Subordinate Local Law must abide by the same laws relating to noise and amenity as other residents.

It remains the obligation of the owner / occupier to ensure they meet all legislative and statutory requirements, such as the *Residential Tenancies and Rooming Accommodation Act 2008*.

Additionally, the Queensland Fire and Emergency Service recommends that caravans and recreational vehicles are fitted with photoelectric smoke alarms. Further information can be found at www.qfes.qld.gov.au – 'Caravan Fire Safety'.

Where can I get more information?

Further information can be obtained by visiting www.frasercoast.qld.gov.au/temporary-home, or by telephoning Council on 1300 79 49 29.

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