

# POLICY: DS-HC-002

## CARAVAN OCCUPANCY

### PURPOSE

To control and manage the occupancy of “Caravans” on land other than at a licensed caravan park.

### DEFINITIONS

- “Camp”** means any portable shed or hut, tent, tent fly, awning, blind or other portable thing used as or capable of being used for habitation and includes a vehicle of a prescribed type or in prescribed circumstances;
- “Camping ground”** means an area of land on which camps, but not caravans, are situated for habitation but does not include any land prescribed for the purposes of this definition;
- “Caravan”** means a vehicle that is fitted or designed for habitation, and unless the contrary intention appears, includes an annexe;
- “Caravan park”** means an area of land on which caravans, or caravans and camps, are situated for habitation.

### STATEMENT

Guidelines:

1. This policy shall be administered in parallel with the *Caravan Parks and Camping Grounds Act 1995 and Regulations 1997*.
2. For the purposes of this policy a “Caravan” will have the same meaning as defined in the Act and will include a camper-trailer, campervan, bus, caravanette or similar vehicle.
3. Anyone wishing to occupy a “Caravan” on residential land for more than 3 days and up to three (3) months in any period of twelve (12) months must make written application to the City of Kalgoorlie-Boulder in the prescribed form (see Application Form

attached). The applicant must obtain written approval from the City of Kalgoorlie-Boulder prior to locating a “Caravan” on a property.

4. Applicants wishing to occupy a “Caravan” on a residential property for more than three (3) months in any period of twelve (12) months, must in accordance with the provisions of the Caravan Parks and Camping Ground Regulations, apply in writing to the Minister for Local Government.

Note: Application forms are available from the City’s Administration Office, 577 Hannan Street, Kalgoorlie.

5. The City will not support an application for occupying a “Caravan”, for more than three (3) months, unless the applicant satisfies all the criteria specified in this policy, and one or more of the following circumstances exist at the time the application is made:

- 5.1 All caravan sites are occupied, in any caravan park within a 20 kilometre radius of the lot on which the caravan is to be sited, or

- 5.2 The application involves the proposed accommodation of an immediate family member, where the “Caravan” is to be used as a temporary extension of the family home, or

- 5.3 The application involves the proposed accommodation of the person who owns or has a legal right to occupy the land outside of the townsite while a building licence issued to that person, in respect of the land, is in force, or

- 5.4 At the discretion of the Manager Health & Compliance, where extenuating circumstances exist.

6. A “Caravan” whether occupied or not, must be located behind the front setback, and at least one (1) metre from the side and rear boundaries of the property. The “Caravan” must be adequately screened from public view.

7. Where applicants are seeking approval to occupy a “Caravan” for a period of greater than three (3) weeks, the City will give adjacent property owners an opportunity to provide written comment on the application.

Note: The proposed sitting and occupancy of a “Caravan”, may affect adjacent property owners.

8. Not more than one (1) “Caravan” is permitted to be occupied on a lot at any one time.

9. Approved mechanisms for wastewater disposal:

*Black water disposal –*

Where a caravan is fitted with a toilet, the use of that toilet is not permitted, unless the caravan is fitted with an adequate storage tank, which can be emptied at an approved disposal point, or connected to sewer.

*Grey water disposal –*

To a storage tank, fitted to the caravan, and emptied at an approved disposal point; or to sewer via the disconnecter trap, where the caravan is being occupied for periods no greater than 3 consecutive weeks; or

where the period of occupancy exceeds 3 consecutive weeks, a connection to sewer may be required, at the discretion of the City's Manager Health & Compliance.

10. The occupier of the property must be able to demonstrate that the ablution facilities in the house are adequate to meet the demands of additional usage resulting from the occupancy of the "Caravan".
11. All "Caravans" whether occupied or not, must be maintained in a road worthy condition, so that they are capable of being moved off-site and legally driven or towed on public roads.
12. The external appearance of any "Caravan" must be of uniform finish and be well maintained at all times.
13. An approval to occupy a "Caravan" on a residential property will be subject to compliance with all relevant legislation. Council may revoke an approval if it is deemed that the occupancy of a "Caravan" is causing a nuisance, or contravening any planning, building or health requirements.

## RELEVANT DOCUMENTS