

This information applies to an application for the temporary residential occupation of a structure, other than a dwelling or dwelling house.

OBJECTIVES

- To permit temporary occupation of manufactured homes or moveable dwellings (e.g. tent, caravan, campervan) on an approved dwelling allotment,
- To provide alternative safe, healthy and attractive on-site accommodation during the erection of a permanent dwelling house, and
- To ensure structures are located so that bushfire risk is minimised.

DEFINITIONS

Applicant – the owner of the subject property.

Bathroom Facilities – a bath or shower connected via approved drainage pipework to an approved septic or sullage disposal system.

Construction Schedule – a written program of proposed works including an estimated completion date for the dwelling.

Heights of Rooms – minimum ceiling heights in accordance with the provisions of Part 3.8.2 – Room Heights, the Building Code of Australia.

Impervious Floor – floors on the ground which are treated to prevent moisture from reaching the upper surface of the floor and adjacent walls by the insertion of a vapour barrier in accordance with AS2870.1 or other suitable means.

Kitchen Facilities – a kitchen sink and facilities for the preparation and cooking of food.

Laundry Facilities – clothes washing facilities, comprising of at least one wash tub and space in the same room for a washing machine. Laundry facilities are to be connected to an approved, onsite waste treatment facility or septic tank disposal system.

Onsite Waste Treatment Facility - a sewage disposal system approved by Council.

Permit – a permit issued by Council to enable the Temporary Occupation of a site using a caravan or moveable dwelling.

Sanitary Facilities – not less than one water closet and wash basin shall be provided and shall discharge to an approved onsite waste treatment facility or septic tank disposal system.

Septic Tank Disposal System – a septic disposal system approved by Council

Temporary Occupation – the occupation of a building for human habitation on the site during the construction of a dwelling on the subject allotment.

Weatherproof – roofs and external walls which are constructed as to prevent rain or dampness penetrating to the inner parts of the building.

CONTROLS

1. Not permitted in Residential (R) zones
2. The structure must be an approved structure and must meet all controls for the structure as identified in **Section 2.5.3 of Volume 3** in the Wollondilly DCP 2011.
3. Must have a current approved consent for a dwelling house on the land.
4. The applicant must be the owner of the land upon which the structure is located or to be located and must be the occupant of the structure.
5. The following minimum facilities must be provided in order for the structure to be considered temporarily habitable,
 - A kitchen sink and facilities for the preparation and cooking of food,
 - A bath or shower,
 - Clothes washing facilities,
 - A toilet and wash basin, and
 - Hard wired smoke detectors (located in accordance the provisions of the Building Code of Australia)
6. All facilities must be connected to a Council approved on-site waste treatment facility or waste storage device (only where unable to be connected to a reticulated sewer).
7. The structure must not be used for any industrial, business, or commercial occupation or use.
8. The only access to the property must be by an all weather access road.
9. The structure must be maintained in a habitable state while used temporarily and to be satisfaction of Council.
10. Building materials must be stacked and stored in a manner so as not to be likely to attract or harbour vermin.
11. Any habitable room or space within the structure must have a minimum ceiling height of 2.4 metres or as otherwise specified in the BCA.
12. Relevant Australian Standards (AS) must apply, specifically in relation to damp proofing, installation of smoke alarms, location of water closets in relation to eating areas, etc.
13. Any approval for temporary occupation under the clause will be for a period not exceeding two (2) years from the date of issue. An assessing officer may, upon further application, extend such a period for an additional six months provided it can be adequately shown that the erection of the permanent dwelling on the same lot is progressing satisfactorily and that such an extension is warranted.
14. Where an applicant to extend the period of approval is refused, the applicant must vacate the site and undertake and necessary works required to render the structure uninhabitable as specified at the time
15. The temporary structure shall only be occupied by the owner(s) of the subject land and their direct family (e.g. siblings).

SUPPLEMENTARY APPLICATION FORM FOR TEMPORARY OCCUPATION OF A BUILDING SITE

APPLICANT

Name: _____ Phone No: _____

Flat / Street No: _____ Street Name: _____

Suburb or Town: _____ Post Code: _____

Signature: _____

DEVELOPMENT APPLICATION DETAILS

Development Application No: _____

Lot No: _____ Section: _____ DP / SP No: _____

Street / Flat No: _____ Street Name: _____

Suburb or Town: _____ Post Code: _____

TYPE OF STRUCTURE TO BE OCCUPIED

- Caravan (Photos to be provided)
- Other please specify (photos to be provided) _____

SANITARY FACILITIES

- Septic tank – Pump Out Septic tank – Transpiration
- Septic tank – Aerated Sewer
- Other please specify: _____

DETAILS OF PEOPLE TO BE OCCUPYING THE SITE

People to occupy the site	Relationship to applicant (sg spouse, child etc)
1.	
2.	
3.	
4.	
5.	

INFORMATION REQUIRED TO BE SUBMITTED WITH THIS APPLICATION

- Dwelling construction schedule
- Documentary evidence of dwelling finance approval
- Site plan, showing existing and proposed buildings and the proposed location of any caravan or moveable dwellings

NOTE: Applications submitted without all required information will be rejected

PRIVACY POLICY

By completing this form you are enabling Wollondilly Shire Council to collect personal information about you for the purpose of assisting in the determination process of your application. This information is required by law and failure to provide the information may lead to rejection or delays of your application. At any time you have the right to access, view or correct the personal information that you have provided. Please note that the information supplied on this document may be advertised to the public for comment if the development is Designated Development, or is required to be advertised under Council's Development Control Plan (DCP). The information will be stored in Council's records system and may be placed on Council's website or be subject to a request to access information under the *Government Information (Public Access) Act 2009 (GIPAA)*.