

Temporary Home Permit Application

Local Law No. 1 (Administration) 2011 & Subordinate Local Law No 1.3 (Establishment or Occupation of a Temporary Home) 2011

Please use blue or black pen and complete all details in full

* indicates a mandatory field / section

Applicant Details

Note: Property description can be found on the Rates notice for the property.

* Title	* Surname	* Given Names	
Company Name			
* Address of premises			
* Suburb		State	Postcode
Property description (Lot & RP)			
* Postal Address			
* Suburb		State	Postcode
Home Phone	Work Phone	* Mobile	
Fax	* Email Address		
Preferred Method of Contact	Phone	Email	Post

Must be provided with this Application

Information to be provided with the Application - LL1.s8(2) states the application must be accompanied by:

- Documents and materials required under subordinate local law for this paragraph;
- Proof that the applicant currently holds any separate approval relating to the prescribed activity that is required under another law; and
- The prescribed fee.

Granting an Approval

LL1.s9 Local Government's discretion in granting approvals - Council can only grant an approval if section 9 is satisfied, including, but not limited to:

- s9(1)(a) If the prescribed activity requires an approval under an Act, a law of the Commonwealth, or the local government's planning scheme – the separate approval has been granted;
- s9(1)(b) The proposed operation and management of the prescribed activity is adequate to protect public health, safety and amenity and prevent environmental harm; and
- s9(1)(d) The proposed operation and management of the prescribed activity would be consistent with any additional criteria prescribed for the activity under the subordinate local law for this paragraph.

* Type of Temporary Home

Please tick where applicable.

Caravan	Shed/other building
Modified Bus	Other premises (please specify below)

*** Owner/s Consent**

SLL1.3 Sch1, s3(4) If there are additional owners please attach details on an extra page.

Name

Street Address

Locality / Suburb

State

Postcode

Contact Phone

Mobile

Contact Fax

Email Address

I/We

being the owner of the property described in this application hereby consent to the afore mentioned applicant making application for a permit to operate prescribed accommodation on this property.

Signature

Signature

Date

Date

*** Signature of Applicant/s**

I/We

certify that the information supplied is correct to the best of my knowledge, or that I could reasonably obtain.

Signature

Signature

(Individual or Corporation)

(Individual or Corporation)

Position

Date

Position

Date

The term of the permit will initially be for 6 months (with 6 monthly extensions up to 18 months only) from the date of issue unless otherwise specified by applicant or Council (or unless cancelled or suspended).

Should approval be given to this application, such approval will not be extended without further assessment and granted through the application process of the Local Government.

Application Type

Please tick where applicable.

New permit applications require a Permit fee with submitted plans lodged prior to construction and operation. Refer to Council's website for the current Fees and Charges.

Permit Application for up to 6 months New Establishment or occupation of a temporary home.

Permit Extension

Extension of current permit for an Establishment or occupation of a temporary home Permit.

Privacy Statement

These details will only be used for the purpose for which they have been collected and will not be used for any other purpose. We will not disclose the information you provide outside of Council unless we are required by law or you have given your consent. To the fullest extent allowed by law, Council, its officers and employees will not be liable for any claims in respect of any loss arising out of, or in connection with, the use of any of the supplied information.

Office Use Only

Date Paid

Receipt Number

Receipt to

10-6414-1001-41506

Return to

Environmental Health

* **Details of Temporary Home** *Please tick where applicable.*

Total Persons accommodated

Section

**Applicant-
Information Attached**

A plan showing the design and dimensions of the proposed temporary home (recommended scale 1:100) including:

- Toilet;
- Bathing;
- Laundry;
- Water storage;
- Refuse facilities;
- Bedrooms; and
- Kitchen.

SLL1.3 Sch1 s3(1)
& 6

Details of the materials out of which the temporary home is (or is to be) constructed.

SLL1.3 Sch1s3(2)

Details of the location on the property of the temporary home.

SLL1.3 Sch1s3(3)

Details of the name of each person who is to occupy the temporary home.

SLL1.3 Sch1s3(5)

Provide details of the means of waste disposal.

SLL1.3 Sch1s4(4)

Provide details of the means of sanitation to show that reasonable standards of health and hygiene can be maintained.

SLL1.3 Sch1s4(4)

Provide details on measures taken to ensure the temporary home is located on the land in such a way as not to impact adversely on the amenity of the adjoining lands.

SLL1.3 Sch1s4(5)

If the Temporary Home is to be a Shed or other building, provide a Building Approval, comply with the conditions of that approval including obtaining a Final Building Certificate.

LL1s8(2)

Information to be provided

Please tick where applicable.

Section

**Applicant-
Information Attached**

Provide proof that the applicant holds any separate approval relating to the prescribed activity that is required under another law, including:

Development Approval (ie. planning) pursuant to the *Planning Act 2016*.

LL1s8(2) &
SLL1.3 Sch1s3(7)

Building Approval for the proposed residential dwelling – in accordance with the *Building Act 1975*, and the *Building Regulation 2006*. For further advice, contact Council's Building section or a Private Building Certifier.

LL1s8(2)

Information to be provided

Please tick where applicable.

	Section	Applicant- Information Attached
Provide a 'Plumbing Compliance Certificate' as appropriate. (Plumbing & Drainage, pursuant to the <i>Plumbing & Drainage Act 2018</i> . Where compliance assessable plumbing or drainage works have been carried out, a 'Plumbing Compliance Certificate' is required from Lockyer Valley Regional Council. Where notifiable plumbing or drainage works have been carried out a 'Form 4 – Notifiable Work' is to be submitted to the Plumbing Industry Council by the responsible plumber/drainer).	LL1s8(2)	
Independent valuation of all associated costs with the building of the temporary home and permanent residence including but not limited to, construction costs of the temporary home and permanent residence/structure.	SLL1.3 Sch1s3(8)	
Proof that the financial resources of the applicant are such that the applicant is capable of funding the construction of the temporary home and the permanent residence structure.	SLL1.3 Sch1s3(9)	
Verification of owner/builder that the cash flow will be sufficient to fund the construction of each of the temporary home and the permanent structure (if applicable).	SLL1.3 Sch1s3(10)	
Evidence that the applicant is registered as an owner/builder with the Queensland Building and Construction Commission (if applicable).	SLL1.3 Sch1s3(11)	
A progress chart or similar timeline showing significant milestones during the process of construction of each of the temporary home and permanent residence/structure so as to enable the term of the proposed approval to be fixed by the Local Government.	SLL1.3 Sch1s3(12)	

Additional Criteria for granting of an approval

Please tick where applicable.

	Section	Applicant- Information Attached
Does the application propose: <ul style="list-style-type: none"> To erect, or convert an existing structure into a permanent residence; or To carry out building work on a permanent residence that will make the residence temporarily unfit for occupation as a place of residence. 	SLL1.3 Sch1s4(2)	
Is there an adequate source of water provided to the temporary home? If not, provide written details of how water is to be obtained.	SLL1.3 Sch1s4(3)	

*** Potable water**

Please tick where applicable.

	Section	Applicant- Information Attached
What is the source of water? (minimum of 10,000L)		
<input type="checkbox"/> Reticulated water supply (ie. provided by Queensland Urban Utilities) <input type="checkbox"/> Bore or Spring <input type="checkbox"/> Rainwater tank (sourced from rainwater only) <input type="checkbox"/> If other, attach further information.	LL1.s8(3)	

Design Approval

Subordinate Local Law No. 1.3 (Application for Establishment or Occupation of a Temporary Home) 2011, Sch1, s3 requires that an application for approval for an occupation of a temporary home must be accompanied by the following information

Floor plan	1:50 scale	Site plan	1:100 scale
Proof of relevant approvals			

Plans must be approved prior to the construction, fit-out or operation of business.

Permit must be approved prior to establishment or occupation of the temporary home.

It is recommended that a **'Pre-Lodgement Meeting'** is arranged prior to or simultaneously with the lodgement of the application, plans and fees. Please contact an Environmental Health Officer on 1300 005 872 to arrange.

Additional Information

	Section	Applicant- Information Attached
Council can only grant an approval if section 9 is satisfied, including, but not limited to:		
Is the proposed operation and management of the prescribed activity adequate to protect public health, safety and amenity and prevent environmental harm? If No, attach details.	LL1s9(b)	