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S.68 Application - Operate a Caravan Park or Camping Ground

**Activity under Parts F(2)
 Under the Approvals Table S.68 of the *Local Government Act 1993***

Office Use Only			
Certificate No. :		Applicable Fee :	005
Assessment No. :		Cashiers Initial :	
Receipt Number :		Date of Receipt :	

All associated fees are listed in Council's current Operational Plan.

Privacy Notification: In completing this form you will be prompted to supply information that is personal information this information is collected under the *Privacy and Personal Information Act 1998*. The supply of this information is voluntary. If you cannot provide, or do not wish to provide, the information sought Council may be unable to process your request. Council requires the provision of the owner/s name and address with signature/s to verify owner/s permission for the lodgment of this Application. Glen Innes Severn Council is required under the *Privacy and Personal Information Act 1998* to inform you about how your personal information is being collected and used. If you require further information please contact Council's Department of Development, Planning and Regulatory Services on (02) 6730 2350.

Indicates to please tick (where appropriate).

APPLICANT'S DETAILS

Title: Mr Mrs Miss Ms Other

Name:

Address:

Mobile: Home:

Email: Fax:

1. I/we apply for consent to carry out the activity/development described in this application.
2. I/we consent to Council copying this application, and any supporting materials, for the purpose of obtaining public comment.
3. I/we declare that all the information is true and correct. I/we also understand that if the information submitted with this application is incomplete the application may be delayed or rejected, or more information may be requested.
4. I/we acknowledge that if the information provided is misleading any approval granted may be void.
5. I/we accept that council cannot be held liable for delays in processing arising out of inadequacies in the material submitted in support of this application.
6. I/we further agree to undertake to pay any fee, charge or contribution associated with the activity/development as per Council's current Operational Plan.
7. I/we agree to pay additional fees if a re-inspection is required.
8. Council is authorised to enter the property for the purpose of carrying out inspections and to take photographs or samples in relation to the exercising of its powers under the relevant Acts, Regulations and Policies. Council is indemnified against any claims that may arise from the entry and carrying out of such functions.
9. At least 48 hours' notice will be given to Council of any required inspections.
10. Work Health & Safety Acts and Regulations and related safety codes of practice are adhered to. Persons in control of the site recognise their duty of care under the WHS Act in regard to the safety of persons at the site, those visiting and public near to the site.
11. All correspondence relating to this application will be sent to the address above and any contact with Council Officer is limited to the applicant unless permission is otherwise given.

Signature: Date:

OWNER/S CONSENT

Name/s or Company:

Address:

Mobile: Home:

Email: Fax:

Signature/s: Date:

Crown Land: Yes / No (please circle) **Please attach Authority (letter of consent)**

CARAVAN PARK OR CAMPING GROUND IDENTIFICATION

Name/s or Company:

Address:

Postal:

Mobile: Home:

Email: Fax:

Lot: Section: DP:

Street No: Street: Town:

Special Access Requirements (eg. Locked Gate, Dogs, etc):

MANAGERS DETAILS (if applicable)

Name/s or Company:

Address:

Mobile: Home:

Signature/s: Date:

TYPE OF APPROVAL

This application will be assessed against the requirements of Divisions 3, 4 and 5 of Part 3 of the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005*.

Type of Business:

- Caravan park and Camping Ground Caravan Park Only
- Camping Ground Only Primitive Camping Ground Only

NUMBER OF SITES AND OTHER BUILDINGS

Short Term Sites: Long Term Sites:

Holiday Cabins: Campsites:

Managers Residence: Associated Storage Sheds:

Restaurant/Community Building:

NUMBER OF BATHROOM FACILITIES PROVIDED

Male Toilets: Female Toilets:
Male Showers: Female Showers:
Male Hand Basins: Female Hand Basins:
Urinals: Ensuites:

NUMBER OF LAUNDRY FACILITIES PROVIDED

Washing Machines: Irons:
Laundry Tubs: Ironing Boards:
Clothes Driers: Line Space (Metres):

NUMBER OF DISABLED ACCESS FACILITIES PROVIDED

Showers: Toilets:
Accommodation: Irons:

NUMBER OF FIRE SAFETY SERVICES

Fire Hydrants: Fire Hose Reels:
Portable Extinguishers: Fire Blankets:

WATER SUPPLY AND DRAINAGE

Method of Waste Treatment:

- On-site Sewer Management System: Septic Tank and/or AWTS **(Please circle applicable system)**
- Council Sewage Mains

Water Supply:

- Rainwater Tank (Potable) Council Water Mains
- Bore Water Other

Note: Potable water must comply with the *Australian Drinking Water Guidelines 2004*.

Required Information:

- Copy of Quality Assurance Program given to Hunter New England Health (for Potable On-site Water Supply)
- Copy of OSSM Tank/s Details (i.e. Capacity, Location/dimensions of Tank/s and Disposal Area/s - Shown on Map)
- Copy of Council's Approval to Install or Approval to Operate an On-site Sewage Management System.

FLOOD LIABLE LAND

Is the Site Identified as being Flood Liable: No Yes (Provide a Survey Report prepared by a Registered Surveyor)

REQUIRED ADDITIONAL INFORMATION

Community Map showing:

Drawn to a suitable scale either drawn electronically by a draftsman or by hand in black ink on minimum A3 sized paper and be clear and legible. Graph paper is not to be used.

The Community Map is to be displayed in a prominent position in the park under Clause 126 of the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005*.

- Boundaries of the subject land Numbers, dimensions and locations of all the approved sites
- All community amenities All community buildings
- Access roads Fire Safety Measures installed