



PO Box 81 DUBBO NSW 2830
Phone: 02 6801 4000
Email: council@dubbo.nsw.gov.au
Fax: 02 6801 4259
www.dubbo.nsw.gov.au

Notification of Installation - Manufactured Home, Moveable Dwelling, Rigid Annex or Associated Structure on a Caravan Park

Local Government (Manufactured Home Estates, Caravan Parks,
Camping Grounds and Moveable Dwellings) Regulation, 2005

Application for installation of:

Manufactured home Moveable dwelling Rigid annex Associated structure (*Note 1)

Applicant details:

Surname: _____ First name: _____
Address: _____
Suburb: _____ Postcode: _____
Phone (W): _____ Mobile: _____
Email: _____

Owner of land (if different to applicant):

Surname: _____ First name: _____
Address: _____
Suburb: _____ Postcode: _____
Phone (W) _____ Mobile: _____
Email: _____

Is the installation proposed for an existing caravan park for which a current Approval to Operate is held?

Yes No

Caravan park details:

Name: _____
Address: _____
Lot: _____ Sec: _____ DP SP Number: _____
Site number of which installation is to take place: _____

Is the land flood liable? Yes No

Applicant's declaration:

I/We read, understood and accept the conditions and applicable fees specified in relation to this application. I/We accept these conditions must be complied with. I/We apply for consent to carry out the works described in this application. I/We declare that all the information given is true and correct. I/We understand that:

- If incomplete, the application may be delayed or rejected; and
- More information may be requested after the date of lodgement.

Applicant 1: _____ Signature: _____
Applicant 2: _____ Signature: _____
Date: _____ Date: _____

Note: Applications for the installation of a manufactured home, moveable dwelling, associated structure or rigid annex on land will not be accepted from an occupier of a site on the land unless the application is consented to by the owner of the land and the holder of the Approval to Operate the Caravan Park on which this site is located. If the site is on a caravan park, the certification and endorsement to this application must be by the owner of the land and the holder of the Approval to Operate the Caravan Park on the land.

Owner/Holder of Approval to Operate to complete:

I/We (*Note 2) _____

being the (*Note 3) _____

hereby certify that the proposal for which this application is being lodged with Council complies in all respects with the provisions of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005 and fully endorse the application.

Name:

Signature:

Name:

Signature:

Date:

Date:

Details of installation:

This completed application form needs to be accompanied by the following **plans, documentation and fees:**

- Site plan showing all existing and proposed installations (including distances to site boundaries and total site coverage measurements);
- Distance to all structures on adjoining sites;
- Photographs showing entire site and existing structures;
- Floor plan and elevations of the proposed structure; (Note: All plans to be drawn to scale 1:100);
- Copy of the current Caravan Park Community Plan highlighting the proposed site;
- Engineering design and specifications for the proposed structure, including practising structural engineer's certification in accordance with Divisions 4 and 5 of the Local Government Act (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005.

Application costs:

Manufactured Home, Moveable Dwelling, Rigid Annex \$

Associated structures: \$

Notes:***1. 'Associated structure'**

The Local Government Act, 1993 defines 'associated structures' as:

- (a) A carport, garage, shed, pergola, verandah or other structure designed to enhance the amenity of a moveable dwelling and attached to or integrated with or located on the same site as the dwelling concerned, or
- (b) A separating wall between two moveable dwellings.

***2.** Insert name of owner and holder of the Approval to Operate the Caravan Park. In the case of a company being one of these parties, the application and this endorsement is to be signed by the secretary of the company;

***3.** Insert the designation of the person – eg owner, holder of the Approval to Operate, company secretary.

Privacy Statement

The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act, 1998 (PPIP Act). The supply of the information by you is not voluntary but is required by the Environmental Planning and Assessment Act, 1979 and in accordance with such Act and the Local Government Act, is required to be contained in a Public Register to which the public has right of access. This personal information may be supplied under certain circumstances to other public sector agencies eg Australian Bureau of Statistics, Australian Taxation Office, in accordance with the PPIP Act. Enquiries in this regard may be directed to Council's Public Officer concerning the PPIP Act.

OFFICE USE

FILE NO:

FEE PAID:

RECEIPT NO:

DATE: