

COUNCIL POLICY – TOWN PLANNING & BUILDING CONTROL

Policy No: 9.10

Policy Subject: **Temporary Accommodation**

Objectives: To provide guidelines on the prerequisite conditions for approval of temporary accommodation for occupation during the completion of a permanent dwelling.

Definition: Temporary accommodation means a person or persons residing in a shed whilst building their new home on the same lot.

Guidelines:

1. Applications to reside in a shed on a temporary basis whilst constructing a permanent dwelling on the same property must be submitted in writing and accompanied by a town planning application fee.
2. Applicants must submit a bond of \$5,000 to be returned upon temporary accommodation being downgraded to a non-habitable Class 10 outbuilding.
3. Applications will only be considered for land zoned rural or special rural.
4. Prior to submitting an application for temporary accommodation the proponents must already have obtained a building licence for the construction of a permanent dwelling.
5. Minimum health amenities shall be toilet, hand wash basin in close proximity, kitchen sink, laundry trough, bath and/or shower all supplied with hot and cold running water.
6. All fixtures to be trapped and plumbing installed to flow into a septic system with 9m leach drain or equivalent approved by Environmental Health Officer.
7. The shed must be supplied with a supply of potable water, in the form of a water tank with a minimum capacity of 10,000L in areas of restricted water supply and 50,000L in areas with no water supply. Water supply must meet bush fire fighting requirements of a single house.
8. Temporary Accommodation to be fitted with smoke alarms in accordance with Building Code of Australia for a Class 1 building.
9. Temporary accommodation must be inspected and approved by the Shire prior to occupation.

10. Temporary accommodation permission will only be granted to those persons who are to occupy the house when completed.
11. Temporary accommodation may be permitted in a caravan for a maximum of three months in any 12 months period, provided all other guidelines in this Policy are complied with.
12. Applicant/Owners may occupy shed for up to 12 months from date of approval. An extension of up to six months may be granted provided substantial progress has been made on construction of permanent dwelling. A further six month extension may also be granted if exceptional circumstances can be demonstrated. After 24 months the building licence will have expired and no further extensions for temporary accommodation will be granted.
13. The applicant/owner will be required to downgrade the temporary accommodation to a non-habitable Class 10 Outbuilding within 2 months of expiry of approval period. One shower, toilet and sink may remain.
14. Council reserves the right to revoke temporary accommodation permission at any time if it is dissatisfied with the state of progress towards the construction of a permanent dwelling or any general terms of the temporary accommodation permission have not been met.
15. The Chief Executive Officer has delegated authority to approve/refuse applications for temporary accommodation in rural and special rural zones.
16. Legal action may be instigated if owners fail to vacate temporary accommodation within the given time frame.

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Date of Review:	October annually	
Review Responsibility:	Manager of Planning and Environmental Services	