

Compliance Assessment

Terrace Reserve Caravan Park – Fingal Street Brunswick Heads (55.2017.1144.1)

Total sites 178

Long term sites 26 (all en-suited)

Short term sites 130 (10 en-suited)

Camp sites 12

Compliance Assessment: Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 (the Regs);

- Current Park Layout referenced in NCHP Terrace Reserve Community Map Nov 2017 is not compliant with the Regs and has multiple non-compliances relating to disabled person facilities, long term site setbacks from property boundaries and setback of structures from adjoining site structures and internal roads.
- Indicative Site Concept Plan dated 18.8.2017 identifies the final layout of the Caravan Park. This design has been design and assessed against the Regs and it is found to be compliant with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
- The staging schedule nominates timelines for the proposed changes/improved to Caravan Park to bring the Caravan Park in compliance with the current Regulation. This staging is also considered to not affect the operation of the Caravan Park over the improvement program.
- Council is awaiting the results of a compliance audit from NCHP of existing long term sites. The compliance reports scope is to assess matters such as structural adequacy, fire separation between structures, health and amenity of existing structures to ensure they are maintained to an adequate level. Whilst the long term sites will be relocated from their current position and made compliant. The time line for compliance being up to 3 years means current long term sites are at risk due to this non compliance. A condition is recommended that any identified upgrade works be certified completed as soon as possible.

Recommended Conditions

Schedule

TOTAL FACILITIES PROVIDED FOR:

Toilets	Female	14
	Male	9
	Disabled (Unisex)	2
	Urinals	6
Showers	Female	9

	Male	9
	Disabled (Unisex)	2
Hand Basins	Female	9
	Male	9
Laundry	Washing machines	6
	Washing Tubs	4
	Clothes Dryers	6
	Line Space	350 metres
	Ironing Boards	4
	Irons	6

NOTE: Additional facilities provided in relocatable dwellings located on the caravan park were assessed, and are considered in addition to the minimum requirements under the Regulation.

SITE CLASSIFICATIONS

- Twenty six (26) long-term sites all with private toilet and shower facilities being sites numbered 74, 75, 77, 78, 79, 81, 82, 83, 85, 86, 87, 88, 89, 92, 102, 105, 110, 111, 118, 119, 122, 124, 125, 126, 127, 129, 130.
- One hundred and thirty (130) short-term sites, being sites numbered W1 to W4, W4A, W5 to W8, W10A, W131, P9 to P21, P33 to P48, P52, P53, P53A, P54- P58, P60 to P68, P68A, P69 to P73, P84, P93 to P97, P99, P100, P101, P103, P104, P106, P107 to P110, P112 to P117, P117A, P120 to P123, P128, P132 to P143, P147, P149, P151, P153 to P161, P167, P169 to P173, including ten (10) short-term sites, being sites numbered C1 to C10 Inclusive.
- Twelve (12) campsites, being sites numbered U144 to U146, U148, U150, U152, U162 to U166 inclusive, U168.

SITE DEFINITIONS

Camp site means an area of land within a camping ground on which a campervan or tent may be installed or, in the case of a primitive camping ground, on which a campervan, tent or caravan may be installed, and that is designated as a camp site by the approval for the camping ground.

Long-term site means a dwelling site that is specified in the approval for a caravan park as being a long-term site.

Short-term site means a dwelling site on which a moveable dwelling that is ordinarily used for holiday purposes may be installed and that is specified in the approval for a caravan park as being a short-term site.

Special Conditions:

The following must be satisfied within the specified time frame:

SCHEDULE

Within 60 days from date of this approval to operate.

1. **Submit to Council for its consideration and acceptance a compliance audit report of the structures upon long term sites. This audit must identify repair works required to structures upon long term sites to improved structural stability, fire separation and health and amenity as per the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. Within 12 months of this approval all recommendations identified in the long term sites compliance audit report must be completed with certification provided to Council for its records.**

Within 3 Years from the date of this approval to operate.

All improvement works identified on Terrace Reserve Indicative Site Concept Plan dated 18 August 2017 and scheduling works program must be completed and certification provided to Council certifying the Caravan Park now satisfies Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

Special condition – Southern Precinct Area

As per resolution to be determined at the 20 September 2018 Council meeting

STANDARD CONDITIONS

1. This approval shall be prominently displayed on a part of the approved premises where all residents may see it. A copy of the community map as stamped for this approval and all park rules shall accompany such display.
2. The operation of the caravan park and camping ground and any work associated with its operation must comply with any applicable standard established by the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. As works are undertaken at various stages of redevelopment the facilities and services provided to the occupants and guest of the caravan park must not be less than the minimum standards required under the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005
3. It is a condition of this approval that the land not be used for the manufacture, construction or reconstruction of moveable dwellings (this condition does not prevent the on-site repair of moveable dwellings), or, any commercial purpose excluded by subdivision 7 clause 124 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
4. It is a condition of this approval that Council, to ensure continued compliance with the Act and the relevant regulations, may conduct inspections of the premises.

THE FOLLOWING CONDITIONS TO BE SATISFIED AT ALL TIMES.

5. The owner/occupier must make its booking and occupancy records available for inspection by the Council from time to time, as required by Clause 122(5) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005, to enable the Council to ensure that the conditions of development consent and building approval, which relate to the Property and the conditions of this approval are being complied with, providing however that the Council shall provide reasonable notice of its inspection of the relevant records.
6. **Fire hose reels.** Fire hose reels must be installed so that a fire hose can reach each site in the caravan park or camping ground. The fire hose reels must be constructed in accordance with AS 1221 and installed in accordance with AS 2441, as required by Clause 129 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
7. **Fire Hydrants.** All fire hydrants located on the property to be tested and a certificate in relation to each of the fire hydrants, to be provided to Council once every calendar year. Fire hydrant location and design must comply with Clause 128 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
8. The council is to be provided with a fire hose reel and fire hydrant certificate in relation to each of the fire hose reel and fire hydrant **once every calendar year**. An appropriately qualified and experienced person stating that these essential fire services satisfy the minimum delivery water pressure and standards as set down in the relevant Australian Standard must provide certification.
9. If a fire hose reel is newly installed, the certificate must be provided within 7 days of the completion of its installation. A fire hose reel certificate is to state:
 - (a) that the fire hose reel has been inspected and tested by a person who is properly qualified to carry out such an inspection and test, and
 - (b) that, as at the date on which the fire hose reel was inspected and tested, the fire hose reel was found to have been capable of performing to a standard not less than that required by the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
 - (c) that all dwellings and relocatable homes have smoke alarms that comply with the provisions of the Environmental Planning and Assessment (Smoke Alarms) Regulation 2006.

SCHEDULE OF ESSENTIAL SERVICES

Essential Fire or Other Safety Measures	Design Standard	Installation Standard	Maintenance Standard
Hose Reel	AS 1221 Fire Hose Reels	AS 2441 Installation of Fire	AS 1851.2 Maintenance of Fire Protection Equipment -

Essential Fire or Other Safety Measures	Design Standard	Installation Standard	Maintenance Standard
Systems		Hose Reels	Fire Hose Reels
Portable Fire Extinguishers	AS 1841.2 Portable Fire Extinguishers - water type AS 1841.3 Portable Fire Extinguishers - wet chemical type AS 1841.4 Portable Fire Extinguishers - foam type AS 1841.5 Portable Fire Extinguishers - powder type AS 1841.6 Portable Fire Extinguishers - carbon dioxide type AS 1841.7 Portable Fire Extinguishers - vaporizing liquid type	AS 2444	AS 1851.1 - Maintenance of Fire Protection Equipment - Portable Fire Extinguishers
Fire Blankets	AS 3501 Fire Blankets	AS 3501	AS 3501
Fire Hydrants	AS2419.1 Fire Hydrants	AS 1851.1	AS1851.4 Maintenance of Fire Protection Equipment - Fire Hydrants
Emergency Evacuation plan		Prepare an evacuation plan and management documents for a response to any evacuation situation ²	Submit emergency management plans and management tools to council for approval.
Smoke alarms in all dwellings and relocatable homes.	Environmental Planning and Assessment Amendment (Smoke Alarms) Regulation 2006, Division 7A Clause 186A & 186B. AS3786 – 1993; <i>Smoke Alarms</i> .	All relocatable homes to be equipped with a smoke alarm ³	Vacuum and test smoke alarms regularly. Renew batteries to ensure reliable operational standard. Replace smoke alarms every ten (10) years.

10. Each caravan situated on flood-liable land must maintain the wheels, axles and tow bar in working order as required by Clause 165 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
11. Each caravan that is installed on a long-term site for more than 150 days and holiday van/park van that is installed on a dwelling site must be restrained in accordance a practicing structural engineer specifications to withstand the applicable wind forces as required by Clauses 166 and 167 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
12. Each dwelling site or camp site must be numbered or identified and its site boundaries clearly delineated. Site identification must be conspicuous as required by Clause 86 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

13. Hot and cold water is to be supplied to each hand basin as required by Clause 109(1) of the of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
14. Each hand basin or pair of hand basins is to be supplied with a mirror as required by Clause 109(2) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
15. The water supply service must comply with the Plumbing and Drainage Code of Practice and the requirements of any relevant statutory body. Clause 101 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 also requires that:
 - A. Each dwelling site be connected to the water supply; and
 - B. Water supply connections (which includes a standpipe and hose tap) for the camp sites shall be supplied at the rate of one connection for every 4 camp sites and located so that no camp site is more than 30 metres from a connection.
16. Each long-term site must be provided with a connection to the sewage disposal system in accordance with Clause 102(2) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
17. A caravan park or camping ground that includes any short-term sites or camp sites must be provided with at least one common soil waste dump point for the disposal of closet waste from caravan holding tanks and the like. The common soil waste dump point must be located so as to permit adequate access by caravans and campervans as required by Clause 102(3) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
18. A short-term site must be provided with a disposal point for the disposal of sullage (that is, domestic waste from baths, basins, showers, laundries and kitchens, including floor wastes from those sources) from any moveable dwelling installed on the site as required by Clause 102(4) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. More than one short-term site may be provided with the same disposal point.
19. As required by Clause 102(5) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 the sewage disposal system must comply with:
 - (a) the Plumbing and Drainage Code of Practice; and
 - (b) the requirements of any relevant statutory body.
20. Electricity supply must be provided in accordance with Clause 104 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005 requires that all dwelling sites be supplied with electricity from a reticulated electricity service. In the case of a long-term site, the electricity must be supplied by means of an electrical circuit connected to a separate electricity meter. Any such electrical circuit must be installed in accordance with the requirements of:
 - (a) the Electricity Code of Practice, in the case of a long-term site; and
 - (b) AS 3001, in the case of a short-term site.

If a dwelling site is provided with electricity otherwise than by way of direct connection to the

local electricity supply authority's electricity main, electricity must be supplied at a rate no greater than the electricity supply authority's domestic tariff.

21. The caravan park and camping ground must be provided with a stormwater drainage system as required by Clause 103 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. All dwelling sites and camp sites must be adequately drained.
22. Size of dwelling sites and camp sites. As required by Clause 85 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005, the following minimum site areas are required to be maintained:
 - (a) A long-term site must have an area of at least 80 square metres.
 - (b) A short-term site must have an area of at least 65 square metres.
 - (c) A camp site must have an area of at least:
 - (i) 40 square metres, in the case of a camp site for which a separate parking space is provided within 30 metres of the camp site; or
 - (ii) 50 square metres, in any other case.
23. Moveable dwellings must not be installed closer to any other moveable dwelling than:
 - (a) 3 metres, if it is situated on a long-term site; or
 - (b) 2.5 metres, if it is situated on a short-term site or camp site.

as required by Clause 91 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005

24. Setbacks for relocatable homes, tents, caravans and associated structures and annexes are to be provided as required by Clause 89 and 138 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005, a relocatable home and any associated structure, tent or caravan (including any associated structure or annexe) must not be located:
 - (a) closer than one metre to an access road; or
 - (b) closer than 2 metres to the boundary of the caravan park.
25. Site coverage must be in accordance with Clause 139 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 requires that a relocatable home and any associated structure must not be installed on a single dwelling site if the floor plan area of the relocatable home (together with any associated structure or other building or structure on the site) is more than two-thirds of the area of the site.

For the purposes of this condition:

- (a) the floor plan area of a relocatable home is the area of the dwelling site occupied by the home, excluding the area of any associated structure forming part of the home that is not roofed; and
- (b) the floor area of any associated structure not forming part of the relocatable home is the area of the dwelling site occupied by the structure, excluding any area that is not roofed; and

- (c) if there is no carport or garage on the dwelling site, an area of 18 square metres must be added to the floor plan area of the relocatable home to account for the car parking space that is required by Clause 139 subclause (3) to be provided on the site. An area with minimum dimensions of 6 metres by 3 metres accessible from an access road and useable for car parking must be provided.
- 26. No more than one relocatable home may be installed on a single dwelling site in accordance with Clause 137 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
- 27. A minimum of 8 visitor parking spaces is required in accordance with Clause 97 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. This has been based on the whichever figure is the greater of:
 - (a) one visitor parking space for each 10 (and any remaining fraction of 10) long-term sites in the caravan park or camping ground; or
 - (b) one visitor parking space for each 20 (and any remaining fraction of 20) short-term sites in the caravan park or camping ground; or
 - (c) one visitor parking space for each 40 (and any remaining fraction of 40) camp sites in the caravan park or camping ground.
- 28. Between sunset and sunrise all access roads must be adequately lit as required by Clause 100 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
- 29. Fire hydrants are to be provided and maintained in accordance with Clause 128 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 requires that no part of a dwelling site, camp site or community building may be situated more than 90 metres from a fire hydrant. Any fire hydrant located within a caravan park or camping ground must be maintained in full operational condition to Council's satisfaction.
- 30. Every rigid annexe must be certified by a practicing structural engineer to be structurally sound as required by Clause 166 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. The certificate must:
 - (a) indicate that the rigid annexe complies with any applicable standards, codes and specifications, and
 - (b) include specifications relating to the installation of the rigid annexe and the nature of the footings (if any). Any specifications with respect to footings or tie-down systems must have regard to the design gust wind speed, soil type and other design considerations applicable to the various locations in which the annexe may be installed.
- 31. In accordance with Clause 167 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005, each rigid annexe must be designed and constructed in accordance with Parts 1 and 2 of AS 1170, except that the design gust wind speed referred to in Clause 3.2 of Part 2 of that Standard is not to be less than 41 metres per second.
- 32. Access shall be permitted at all reasonable hours to authorized council officers for the inspection and review of conditions established under this approval. A thorough inspection shall be conducted at least annually during the course of this approval.

33. No extension of camping and caravan park activities outside the provisions of this approval is permitted without the prior written approval of council. Failure to comply with this approval and the requirements of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 will void this approval.
34. A caravan park or camping ground must not be used:
 - (a) for any commercial purpose other than a caravan park or camping ground or an associated purpose, or
 - (b) for the manufacture, construction or reconstruction of moveable dwellings, as required by Clause 124(1) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.