

APPLICATION TO INSTALL A RELOCATABLE HOME, MOVEABLE DWELLING, RIGID ANNEXE OR ASSOCIATED STRUCTURE ELSEWHERE THAN A CARAVAN PARK

| APPLICANT | | |
|---|--------------|------------------------|
| Applicant's name(s): | | |
| Phone: | Mobile: | |
| Email address: | | |
| Signature(s): | | Date: |
| LAND | | |
| No: | Street/Road: | |
| Town: | Lot no: | Deposited/Strata plan: |
| OWNER(S) | | |
| Owner's name(s): | | |
| Phone: | Mobile: | |
| Date : | | |
| Signature: | | |
| All owners must sign | | |
| DEVELOPMENT | | |
| Description of proposal for which approval is sought: | | |
| Relocatable home <input type="checkbox"/> Associated structure <input type="checkbox"/> Rigid annexe <input type="checkbox"/> | | |
| Relocatable home and associated structure <input type="checkbox"/> | | |
| Moveable dwelling compliance plate particulars | | |
| Name of manufacturer: | | |
| Unique identification number for each major section of the relocatable home (where applicable): | | |
| Month and year of construction: | | |
| Design gust wind speed: | | |

Footing, soil type and tie down system:

Statement of compliance:

Name of practising Structural Engineer issued:
(Relocatable home only)

Please note: Separate water and sewer drainage permit or OSSM application also required together with application fees.

OFFICE USE ONLY

Date application received:

Application no.:

Approval fee:
Relocatable home (and associated structure if applicable)

Compliance fee:
(Not inclusive of plumbing and drainage – minimum 4 inspections).

Receipt no.:

Date of receipt:

CHECKLIST FOR THE LODGEMENT OF AN APPLICATION TO INSTALL A MOVEABLE DWELLING, RELOCATEABLE HOME, RIGID ANNEXE OR ASSOCIATED STRUCTURE ELSEWHERE THAN IN A CARAVAN

This checklist has been prepared to assist you with the lodgement of your application by ensuring that you have provided all the necessary details. This will help prevent delays in the processing of your application.

Please refer to '[Plans](#)' under 'step 3' on our web page for more detail, if required.

PLANS

Applicant Office

| | | | |
|-----------------------------|---|--------------------------|--------------------------|
| | Including but not limited to (refer to ' Plans ' under 'step 3' on our web page) boundaries, setbacks to boundaries, landscaped area, APZ. | <input type="checkbox"/> | <input type="checkbox"/> |
| FLOOR PLAN | Eg, layout, partitioning, room sizes (dimensions), intended uses for each part of the building, window/door locations and sizes, floor levels in AHD, position of smoke alarms , plumbing fixtures, wall structure type and thickness. | <input type="checkbox"/> | <input type="checkbox"/> |
| ELEVATIONS | Inclusive FFL, NGL, overall height, ** Plans must indicate all levels relative to a nominated datum point. | <input type="checkbox"/> | <input type="checkbox"/> |
| SECTIONS | Inclusive of proposed building materials, floor and ceiling heights. Section locations must be indicated on the floor plans. | <input type="checkbox"/> | <input type="checkbox"/> |
| SITE MANAGEMENT PLAN | Inclusive of location/specification of soil and water management facilities and location of storage space for building materials. | <input type="checkbox"/> | <input type="checkbox"/> |

Note: If the plans relate to alterations and/or additions to an existing building(s), the proposed changes are to be coloured to easily identify existing and proposed construction.

Where the proposal is for alteration and additions to an existing building, both the existing and proposed smoke alarm locations are to be indicated on the plans and/or specifications.

SPECIFICATIONS

| | | | |
|-----------------------------------|---|--------------------------|--------------------------|
| BASIX | Where your development consent requires compliance with a Basix Certificate. All commitments are to be indicated on plans or in the specifications. | <input type="checkbox"/> | <input type="checkbox"/> |
| SPECIFICATIONS | Specifications must describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply. The specification must state if the materials are to be new or second-hand. Particulars of any second-hand materials must be provided. | <input type="checkbox"/> | <input type="checkbox"/> |
| PLUMBING (WATER AND SEWER) | Are there any plumbing works proposed? If yes, provide a diagram showing the location of works within the site and the location of the proposed connection to existing services. | <input type="checkbox"/> | <input type="checkbox"/> |
| STORMWATER | Provide a diagram showing the location of works within the site including water tanks and the method of stormwater disposal ie, on-site detention system, disposal to interalottment drainage point, disposal to street kerb etc. | <input type="checkbox"/> | <input type="checkbox"/> |
| FENCING | Plans and specifications for any fences already erected or to be erected. | <input type="checkbox"/> | <input type="checkbox"/> |
| TERMITE | The method of termite protection has been shown on the plans and the clearance beneath the relocatable home or associated structure is: (a) at least 400 millimetres, where termite shields are required to be installed, or (b) at least 200 millimetres, where termite shields are not required to be installed. The clearance beneath the relocatable home is to be measured from the lowest point of the underside of the home's chassis or frame. | <input type="checkbox"/> | <input type="checkbox"/> |
| BUSHFIRE COMMITMENTS | Where your consent or application requires construction to comply with AS3959 - <i>construction of buildings in bushfire-prone areas</i> , your bushfire commitments shall be included in your application and construction requirements shall be detailed on the plans (you may use Council's bushfire commitments form where details cannot be shown on the plans). | <input type="checkbox"/> | <input type="checkbox"/> |

