

APPLICATION FOR TEMPORARY ON-SITE HABITATION

Please return to the City of Greater Bendigo

189-229 Lyttleton Terrace, Bendigo • PO Box 733, Bendigo 3552 • Ph: 1300 002 642 • locallawsadmin@bendigo.vic.gov.au

APPLICATION GUIDELINES

To obtain a Local Law permit to occupy a caravan on-site at the property where you intend to build, the following conditions and requirements must be satisfied prior to an application being considered:

NB: Living in a shed is not permitted, although its use for auxiliary purposes may be suitable. The installation of a wood heater must meet with ASINZS 2918. A Certificate of Compliance from a licensed installer is required.

In some instances, your proposal to live on-site whilst building a house may be deemed as being of detriment to the amenity of the neighbourhood. Each application is therefore considered on its merits. Please discuss your proposal with your neighbours, prior to lodging an application to the City of Greater Bendigo.

- A current Building Permit for the proposed dwelling is required before an application for temporary on-site habitation will be considered;
- In unsewered areas, a septic tank system must be installed to ensure appropriate disposal of all wastewater in accordance with the Code of Practice – Onsite Wastewater Management Publication 891.4 (a permit to install a septic tank system is required). Where reticulated sewerage is available, all waste water must be properly connected to the sewer.
- Proper sanitation facilities and impervious flooring must be provided. Minimum facilities include a toilet, a laundry trough, a kitchen sink, a shower or bath and a hand wash basin.
- All domestic refuse must be adequately disposed of to the satisfaction of the Environmental Health Officer. The property must be maintained in a neat and tidy condition at all times. The property and any activities conducted on the land must not cause a nuisance to surrounding neighbours.
- You must submit a scaled diagram of your proposed temporary living arrangements, including a site plan of the property, plan detailing fixtures and amenities to be provided, details of relevant building/septic permits granted and any other information that will be relevant to explain how your proposal will meet with the City of Greater Bendigo's guidelines;
- A nonrefundable fee of \$232 must accompany the application. If Environmental Health and Local Laws is satisfied with the initial proposal, consent to commence works for temporary on-site habitation may then be granted. Upon completion of works, you must then contact the Local Laws Officer to arrange a site inspection of the temporary living conditions. If satisfactory, a permit to commence temporary occupancy may then be granted.
- If a permit is granted, it will be valid for six months. An additional \$232 fee is payable for any subsequent renewal of your permit. Renewal of a permit will be at the discretion of the City of Greater Bendigo. If the City of Greater Bendigo is not satisfied that sufficient progress is being made, then the permit will not be renewed, and occupants must vacate the property.

For further information, contact Environmental Health and Local Laws, telephone 1300 002 642.

NB: Please include all City of Greater Bendigo Building and Environmental Health documents and approvals together with your application.

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I,
Name of applicant

of,
Mailing address

The relevant details are as follows:

The address to which the
permit relates is

I wish to be able to:

For further information I
may be contacted on
Telephone

A permit fee of \$232 is applicable.

Signed by the Applicant

The personal information requested on this form is being collected by council for the provision of Local Laws Services. This information will be used solely by council, for that primary purpose or directly related purposes. If this information is not collected, then this may impact on the accuracy of professional advice or support given to you by Council staff and may affect service provision. The applicant understands that the personal information provided is for the efficient running of Local Laws Services, and that he or she may apply to council for access to and/or amendment of the information. Requests for access and or correction should be made to Council's Privacy Officer.

Effective July 1, 2024, Expires June 30, 2025