

**SCHEDULE 3
FORM 1 – CARAVAN LICENCE APPLICATION**



For office use PID: TRIM REF:

Application for Caravan Licence

Occupation of a caravan – information and advice

We understand that numerous ratepayers in Break O'Day use caravans on private lots for short-term stays or while constructing a home. This practice is integral to the community's culture, and we support it when appropriate.

The council acknowledges that caravans can sometimes create problems for neighbours. Concerns often raised include the devaluation of properties and the negative impact on visual aesthetics. Additionally, it may cause noise disturbances, especially with multiple caravans or extra guests. Poor management of wastewater and greywater can also have environmental consequences.

To minimise potential impacts, Council expects that:

- Your caravan and lot will be maintained in good order and at all times. There will be no waste or items stored externally that are visible from the street, and
- Your caravan will be positioned away from the street. When viewed from the street it must be partially screened by 1.5m high boundary fencing, landscaping or garden walls. Noting that a solid front boundary fence above 1.2m high requires a planning application;

ADDRESS - where caravan is located

Street No.	<input type="text"/>	Street	<input type="text"/>
Town	<input type="text"/>		

APPLICANT DETAILS – all correspondence will be sent to applicant

Name:	<input type="text"/>	Phone No:	<input type="text"/>
Postal Address	<input type="text"/>	Mobile No.	<input type="text"/>
Email Preferred:	Yes	No	Email address: <input type="text"/>

OWNER'S AUTHORISATION - Required if owner is not the applicant

Name:	<input type="text"/>	Phone No:	<input type="text"/>
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SIGNATURE OF OWNER:	DATE:
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CARAVAN DETAILS	
Make	
Colour	
Length	
Year of Manufacture	
Registration	
Purpose of Use	
Number of people to occupy	
How regular will occupancy be	
WASTE WATER RETENTION & DISPOSAL METHOD & SAFETY	
Black Water	
Grey Water	
Method of Water Supply	
Method of Rubbish Disposal	
Does the caravan have a smoke alarm and fire extinguisher?	

CARAVAN SITING AND IMPACT

1. All applications **MUST** include a photo of the caravan (external) and photos of all internal amenities and fixtures.
2. All applications **MUST** include a site plan showing:
 - a. The outline of the property, the siting of the caravan (including distances to boundaries) and all existing buildings;
 - b. The location of screening vegetation or fences.

It is the responsibility of the applicant to ensure your waste is disposed of in a safe & compliant manner, by signing this application you are agreeing to these terms.

Plumbing Works must not be conducted on the property without first obtaining a Plumbing Permit.

SIGNATURE OF APPLICANT:	DATE:
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PRIVACY STATEMENT

Personal information will be used solely by Council for that primary purpose or directly related purpose. Council may disclose the information to other regulatory organisations where required to by law; officers of Break O'Day Council; data service providers engaged by Council from time to time; and any other agent to Council. If you cannot provide or do not wish to provide the in-formation sought, Break O'Day Council will be unable to process your application. You may make application for access or amendment to information held by Council. Enquiries concerning the matter can be addressed to: Information Officer Break O'Day Council, 32-34 Georges Bay Esplanade, St Helens TAS 7216. Or email: admin@bodc.tas.gov.au.