Table of Changes

*Note: This is a new Chapter*

<table>
<thead>
<tr>
<th>Old Section</th>
<th>New Section</th>
<th>Recommended Change</th>
<th>Reason</th>
</tr>
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<tbody>
<tr>
<td>-</td>
<td>Entire Chapter</td>
<td>Transferred relevant content of POL12/117 Design Guidelines for Permanent Occupancy of Caravan Parks as per Council resolution D15/17098.</td>
<td>To rationalise and consolidate existing policies of Council into the DCP where considered advantageous.</td>
</tr>
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Chapter G28 – Design Guidelines for Permanent Occupancy of Caravan Parks

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Amendment history

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<th>Date Adopted by Council</th>
<th>Commencement Date</th>
<th>Amendment Type</th>
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<tr>
<td>1</td>
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<td>Draft</td>
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Chapter G28: Design Guidelines for Permanent Occupancy of Caravan Parks

1 Purpose

The purpose of this Chapter is to provide guidelines for the permanent occupancy of caravan parks to support the provisions of State Environmental Planning Policy No 21—Caravan Parks (SEPP), including its implementation.

2 Application

The Chapter applies to land where:
- Caravan parks are permitted with consent; and
- Land in Shoalhaven where the SEPP applies.

3 Objectives

The objectives are to:

i. Ensure that the permanent occupancy of caravan parks is undertaken in a manner which has due regard to the location and character of an area, particularly where an area is suitable for tourists.

ii. Ensure that the permanent occupancy of caravan parks does not adversely affect the provision and supply of tourist accommodation in a locality.

iii. Ensure that sufficient community support facilities are provided with the development and/or are within close proximity of the caravan park.

iv. To protect the interests of residents who live permanently in caravan parks.

Additional specific objectives are also set out in the controls contained in Section 4 of this Chapter.

4 Controls

Note: These controls should be read in conjunction with the SEPP and the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds & Moveable Dwellings) Regulation 2005 (Regulations).

Following, or made concurrently with development consent, a separate approval is required to operate a caravan park under the Local Government Act 1993.

Caravan park means land (including a camping ground) on which caravans and other moveable dwellings are, or are to be, installed or placed.

You should refer to the Regulations for the definition of ‘long term site’ and ‘short term site’.

You should refer to the Local Government Act 1993 for the definition of ‘moveable dwelling’.
4.1 Locational requirements

4.1.1 Objectives

i. To ensure that the location and character of sites are particularly suitable for use as a caravan park for tourists or for long term residence.

ii. To ensure that there is adequate provision for tourist accommodation, particularly in seaside/coastal areas, and to ensure that the permanent occupancy of caravan parks does not displace tourist accommodation.

iii. To ensure that consideration is given to the provision of low cost housing within the locality or land available for low cost housing in that locality.

4.1.2 Controls

<table>
<thead>
<tr>
<th>Performance Criteria</th>
<th>Acceptable Solutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1.1</td>
<td>A1.1 Where a caravan park directly adjoins, or is within 400m (direct line) of a beach, river or lake, long-term sites do not exceed 50% of approved sites. The remaining 50% of sites are available for tourist accommodation.</td>
</tr>
<tr>
<td>P1.2</td>
<td>A2.1 Public road access to nearby beaches, lakes and rivers is available.</td>
</tr>
<tr>
<td>P2</td>
<td>A3.1 Environmental hazards and data source are identified. Applications are supported by details of measures designed to mitigate the risk.</td>
</tr>
<tr>
<td>P3</td>
<td>A3.2 Where sites are located on flood prone land, compliance with Chapter G10: Caravan Parks on Flood Prone Land is demonstrated.</td>
</tr>
</tbody>
</table>
### Performance Criteria | Acceptable Solutions
--- | ---
P4 Adequate services are available for the development. | A4.1 Each long-term site is connected to:
- town water (or an alternative water supply to Council’s satisfaction);
- sewer (or an alternative sewage disposal system to Council’s satisfaction); and
- reticulated electricity.
P5 Permanent occupation of caravan parks does not lead to the displacement of existing tourist accommodation, particularly in seaside and coastal locations. | A5.1 A proposal within a coastal locality or village is supported by details which confirm that the total number of tourist accommodation sites in the locality or village is not reduced to less than 50% of the total number of sites available; and
A5.2 New long-term sites are confined to either new caravan parks or located within extensions to existing caravan parks.
P6 Proposals identify any existing, or potential, shortage of low cost housing within the locality. | A6.1 The development application is supported with details of:
- Cost comparisons between the proposed long-term (permanent) sites and the rental housing market in the locality or village.
- The current availability of existing long-term (permanent) sites within all caravan parks in the locality or village.
- The current availability of alternative rental accommodation in the locality or village.
- Appropriate documentation from local real estate agents or other suitably qualified person must be provided.

### 4.2 Design and siting

#### 4.2.1 Objective

i. To ensure that caravan parks which accommodate long-term (permanent) sites are designed to create a sense of identity and provide amenity for residents.
### 4.2.2 Controls

<table>
<thead>
<tr>
<th>Performance Criteria</th>
<th>Acceptable Solutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>P7</td>
<td>A7.1 Creative alternatives to the grid system are utilised for the layout of caravan parks (see Figure 1).</td>
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<tr>
<td></td>
<td>A7.2 A centrally located active recreation area, separated from moveable dwellings by a park access road, is provided.</td>
</tr>
<tr>
<td></td>
<td>A7.3 Areas of open space are dispersed equitably throughout the park.</td>
</tr>
<tr>
<td></td>
<td>A7.4 Residents are permitted to construct privacy screens to enhance the amenity of their homes.</td>
</tr>
<tr>
<td></td>
<td>A7.5 Long-term sites are located in an area separated from short-term/tourist sites.</td>
</tr>
<tr>
<td></td>
<td>A7.6 Where permanent residents are to reside within caravan parks, consideration is given to the provision of noise abatement devices such as fences, earth mounds and plantings.</td>
</tr>
<tr>
<td></td>
<td>A7.7 Child proof fencing is provided around play area(s) for pre-school children.</td>
</tr>
<tr>
<td></td>
<td>A7.8 Private open space areas adjacent to moveable dwellings are provided which can be suitably fenced to create a safe, supervised play area for toddlers, e.g. fenced patio, verandah with childproof balustrade and gate.</td>
</tr>
<tr>
<td>P8</td>
<td>P8.1 For new caravan parks, or extensions to existing caravan parks, traffic calming devices, such as speed humps, are incorporated in the design of all internal roads.</td>
</tr>
</tbody>
</table>
### 4.3 Community support facilities

#### 4.3.1 Objective

i. To ensure that sufficient community support facilities are provided with the development and/or are within close proximity to the development site.

#### 4.3.2 Controls

<table>
<thead>
<tr>
<th>Performance Criteria</th>
<th>Acceptable Solutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>P9 Recreational facilities are provided in a manner which suits the needs of residents.</td>
<td>A9.1 Open space areas within the caravan park are located, designed and equipped for the enjoyment of all residents.</td>
</tr>
<tr>
<td></td>
<td>A9.2 A well designed and fenced play area with equipment suitable for preschool age children is located in close proximity to laundry and drying facilities. Provision is also made for older children, including both grass and hard surfaces, with scope for appropriate activities.</td>
</tr>
<tr>
<td>P10 Social and community facilities are provided for residents to meet their expected needs.</td>
<td>A10.1 Provision is made for a community room or hall for passive and active recreational activities (see Figure 2).</td>
</tr>
</tbody>
</table>
### Performance Criteria | Acceptable Solutions

| P11 | Suitable services and amenities, particularly toilet and bathroom facilities, are provided for permanent residents. | A11.1 All new caravan parks, or extensions to existing parks, provide:  
   a) for the connection of moveable dwellings on long-term sites to reticulated sewerage; or  
   b) individual bathroom/laundry units at the rear of each site; or  
   c) where individual amenity units are not provided, a unisex family bathroom for communal use is available within the caravan park.  
   A11.2 In caravan park amenity blocks:  
   a) At least one child size toilet and hand basin amenity is provided with unlocked exterior access.  
   b) At least one toilet cubicle has a full length door. |

| P12 | Residents have access to adequate telephone and postal services to meet their needs. | A12.1 A public telephone, at disabled height, is provided in a centrally located and sheltered position. Provision is made for long term sites to be directly connected to telephone services.  
   A12.2 A suitably designed group of mail boxes is provided in accordance with the requirements of Australia Post for the direct delivery of mail to long term residents. |

| P13 | Community support facilities are available within close proximity of the caravan park. | A13.1 The following support services are available, or are likely to become available, within a radius of 800m of the caravan park:  
   - Shops or a general store  
   - Doctors surgery  
   - Chemist  
   - Bus stop |

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**Figure 2:** Suggested layout for multi-functional community rooms

- **Inclusions** –  
  - sink & bench  
  - cupboard space  
  - windows/doors  
  - storage for large objects (chairs, tables)  
  - verandah to create informal meeting area
5 Advisory Information

5.1 Information to be submitted with an application

Your development application should include:

- A completed development application form that has been signed by the owner of the land, or accompanied by written authority of the owner to lodge the application including, where appropriate, the company seal or seal of the body corporate.
- Four copies of plans showing –
  - dimensions and levels of the subject site.
  - layout of the caravan park, including any extensions, and including layout and dimensions of individual sites, open space areas and existing buildings.
  - detailed floor plans (scale not less than 1:100) of any proposed structures/buildings.
  - all elevations and sections for proposed buildings and structures.
  - a concept landscape plan showing the design principles, including:
    - the location, height and species of all existing vegetation.
    - the location, height (at maturity) and species of proposed vegetation.
    - methods employed to minimise soil erosion.
- A Statement of Environmental Effects that demonstrates that consideration has been given to the environmental impact of the development and details the measures proposed to mitigate any potential adverse environmental impact.
- Where the site is subject to flooding, information on the flooding of the site, public road access, proposed treatment of the site and source of data on flooding must be submitted with the application. You should also refer to Chapter G10: Caravan Parks in Flood Prone Areas.

5.2 Other legislation or policies you may need to check

Note: This section is not exclusive and you may be required to consider other legislation, policies and other documents with your application

| Council Policies & Guidelines | Contributions Plan |
| External Policies & Guidelines | State Environmental Planning Policy No 21—Caravan Parks |
| | Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds & Moveable Dwellings) Regulation 2005 |
| Legislation | Shoalhaven Local Environmental Plan 2014 |
| | Local Government Act 1993 |