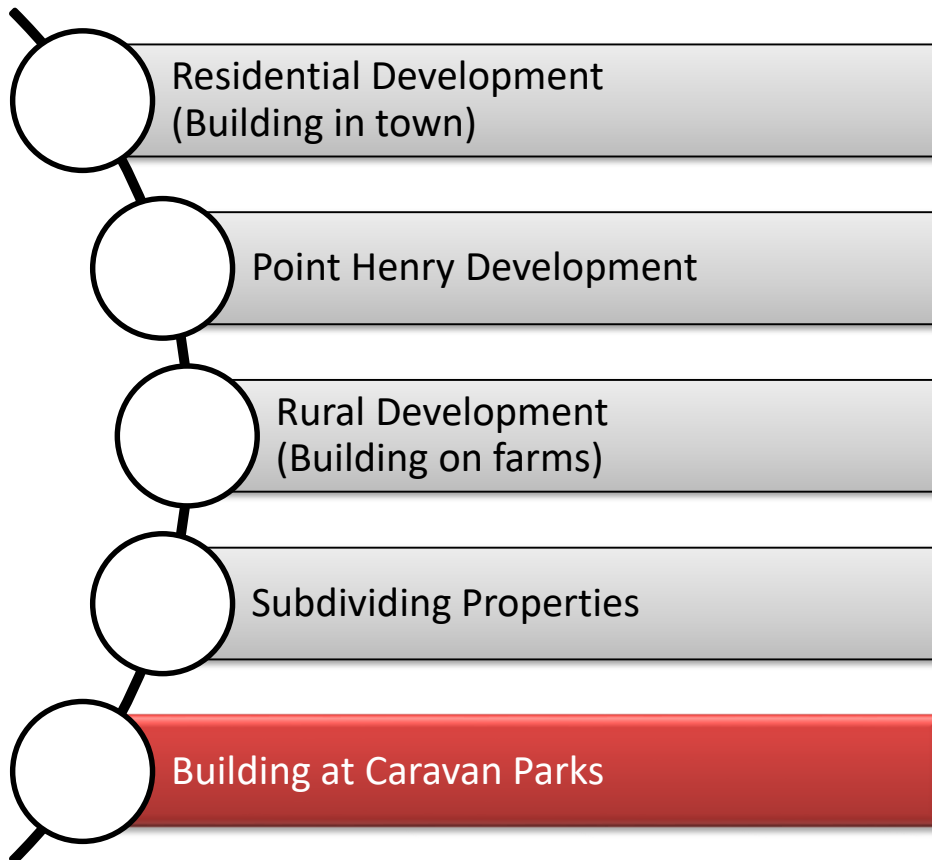




Shire of Jerramungup

Info Sheet:

Building at Caravan Parks



This information sheet contains information about the most commonly asked questions and answers in relation to developments at the Caravan Parks within the Shire of Jerramungup.

Building at Caravan Parks

FAQ:

What can I build on my Caravan Park Site?

The following development is allowed on a **caravan site** with the approval of the Shire of Jerramungup and the Caravan Park licence holder:

- 1x **park home** or **caravan**
- 1x (flexible or rigid) **annexe**
- 1x **storage shed** (up to 6m²)
- 1x freestanding roof over the development on the site
- 1x **open sided** carport, patio or pergola.

For definitions of the above, please refer to the Glossary on the last page.

What is the difference between a caravan and a park home?

Simply put, a caravan is a 'vehicle' licensed under the Road Traffic Act 1974 as being able to be towed by another vehicle on the road.

A park home is also a 'vehicle' but unable to be towed freely on the road. Park homes must comply with the same standards that apply to houses but are constructed on a chassis with wheels, axle and draw bar. Park homes are being assessed under the building legislation as class 1a dwellings.

Are there minimum standards for development on a site?

Yes, the Caravan and Camping Grounds Regulations 1997 & the Bremer Bay Caravan Park have established the development standards.

The Caravan Park has adopted a template that provides a number of options as to how a site may be developed. This information pack is available directly from the Caravan Park.

A summary of the Caravan and Camping Regulations requirements is provided at Appendix 1 of this information sheet.

What approvals do I need to obtain to develop my site in the Caravan Park?

Generally, you will need the following approvals:

Caravan: Caravan Park Approval (no Shire approval required if setbacks comply with legislation)

Park home: Caravan Park approval and approval from the Shire to "relocate a park home"

Annexe: Caravan Park approval and approval from the Shire to "construct an annexe"

Storage shed: Caravan Park approval (no shire approval required if complies with setbacks, max. size of 6m² and max. height of 2.1m)

Freestanding roof over the entire caravan park site: Caravan Park approval and Building Permit issued by the Shire.

Open sided carport, patio or pergola: Caravan Park approval and Building Permit issued by the Shire.

The flow chart and information at Appendix 2 of this information sheet shows the process and documentation required when applying to develop a site in the Caravan Park.

It is always suggested to get in touch with the Shire and Caravan Park early in the planning phase, to establish if your proposed development will fit inside the legislative requirements and what approvals are required.

How far apart do structures need to be?

Unlike residential areas in a town setbacks in caravan parks are generally between the various types of structures rather than a boundary. The minimum setbacks are summarised below:

1. Caravans, Park Homes and Annexes are to be setback at least 3.0m to any other caravan/park home on another site.
2. *Open-sided* carports, patios and a freestanding roof are to be setback at least 1.0m to any other caravan/park home on another site or any other open sided structure on another site.
3. *The enclosed side of* carport or patio is to be at least 2.0m from any other structure on another site
4. Storage Sheds are to be setback at least 2.0m to any structure on another site.
5. All development is to be at least 1.0m from an internal road.

Please refer to the diagrams in Appendix 3 for more detailed examples.

What do I need to consider in regards to building in a bushfire prone area?

The majority of the land within the Caravan Parks in the Shire have been declared 'bushfire prone'. This means that all development within the parks must comply with the requirements of AS3959 – *Construction of buildings in bushfire prone areas*.

The Shire has prepared a fire assessment of the Caravan Park (BAL Contour Plan) that assigns a BAL rating of 12.5 to most of the Caravan Park. BAL12.5 is a construction standard that is primarily concerned with protection from ember attack.

Plans need to show how this construction standard is being met by detailing how your chosen building materials and/or construction methods achieve compliance with the performance requirements as outlined in AS3959 for your BAL rating.

For details on how to achieve compliance with AS3959, please talk to your builder.

Where do I find detailed information on building requirements?

This information sheet contains broad guidance only as many of the policies that guide development are quite complex. If you would like to view the relevant regulations and policies, please visit our website at:

www.jerramungup.wa.gov.au/development/

Links to the relevant documents as listed below are provided on the website:

- **Caravan Parks and Camping Grounds Act 1995**
- **Caravan Parks and Camping Ground Regulations 1997**
- **Local Caravan Park Policies.**

Contact details for the Shire of Jerramungup's development department:

- Face to face by visiting the Shire Office at: Bremer Bay Community Resource Centre
7 Mary Street
Bremer Bay, WA 6338 (*please ring ahead as the office may not always be attended*); or
- Via phone on 98374070; or
- Via email to planning@jerramungup.wa.gov.au; or
- By visiting our website at: www.jerramungup.wa.gov.au

Glossary

A

Annexe 2
An attachment to a caravan which has walls and a roof and can be assembled or dismantled within 24 hours by no more than 2 people An annexe is a habitable structure, meaning you can live and sleep in it and will be assessed under current building legislation as a class 1a dwelling.

flexible annexe..... 2
An annexe which is made entirely of flexible material except for the supporting frame and any windows or doors which may or may not be made of flexible material.

rigid annexe 2
An annexe which is not a flexible annexe.

C

Caravan..... 2
A vehicle *capable of being licenced* that is fitted or designed for habitation and may or may not include an annexe.

O

Open-sided carport, patio or pergola.....

- (a) is classified as a Class 10a building under the Building Code;
- (b) has at least 1/3 of the area of its perimeter open; and
- (c) has 2 or more sides that would be considered open sides in accordance with the Building Code if the building was a carport;

Permeable materials such as patio blinds and shade cloth are not considered to enclose a side.

P

Park home..... 2
A caravan which does not require a vehicle licence because it cannot be drawn on a road by another vehicle.

A Park home has wheels attached to it and is maintained in such condition that it is able to be moved under its own power or by being towed within 24 hours of any services attached to it being disconnected and it being split into its components.

S

Storage shed 2
A storage shed is to be built of light weight portable material. It does not exceed 6 square metres and unless it is part of a carport it does not exceed 2.1 metre of height.

Appendix 1

Summary of Development Requirement

PARK HOME REQUIREMENTS

A vehicle that is required to comply with dwelling (Class 1a) standards under the Building Code of Australia (BCA).

- To be built off site and then assembled at the Caravan Park;
- To be built on a chassis with wheels, axle and draw bar;
- Tow bar facing internal street;
- Comply with a 6 star energy rating.
- Comply with requirements of Australian Standard AS3959 (Construction in Bushfire Prone Areas);
- Max 9.0m long;
- Must be self-contained with kitchen living area and bedroom required; and
- Anchored to appropriate footings.

RIGID ANNEX REQUIREMENTS:

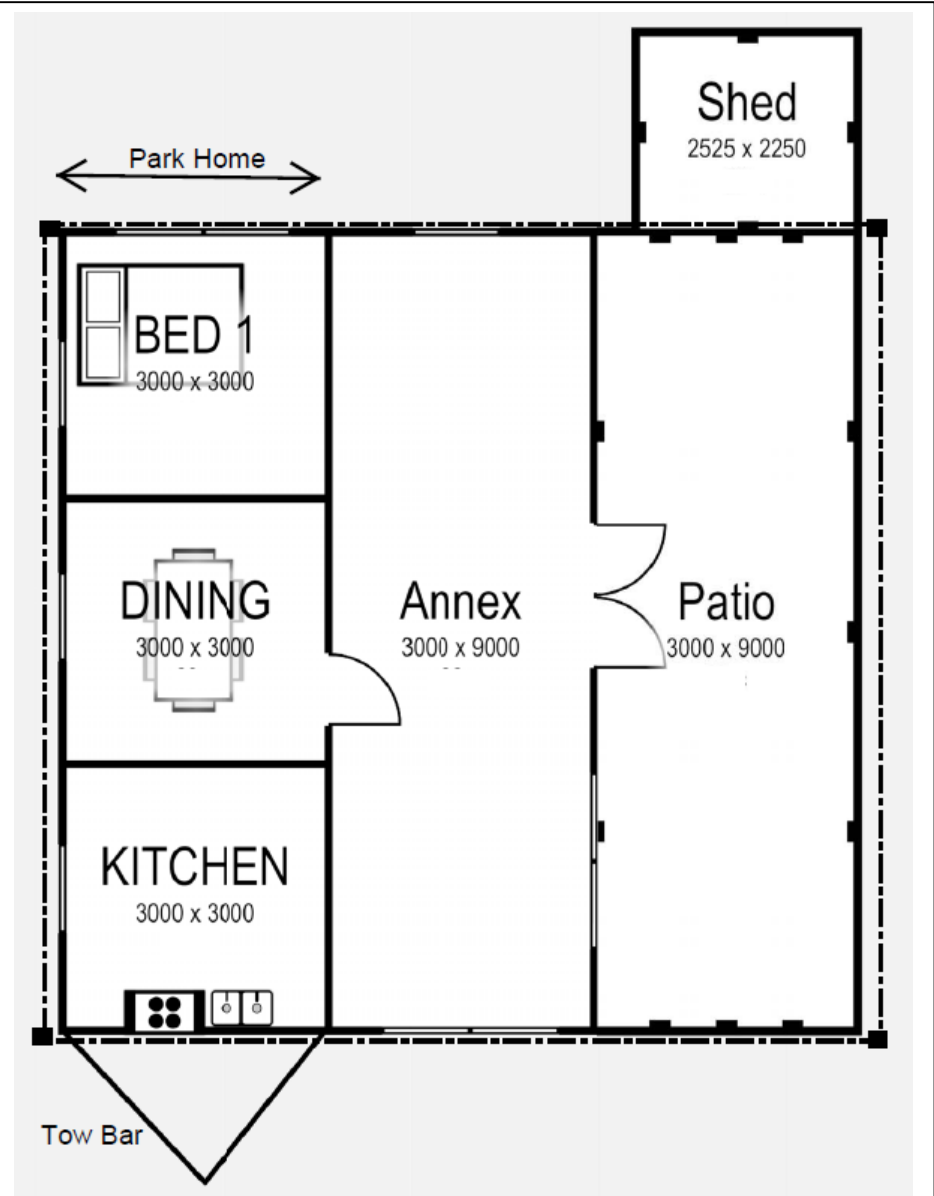
- May be no longer than the caravan/park home they are attached to and max. 3.6m wide;
- A maximum of 300mm higher than the caravan/park home they are attached to;
- Be built or the build supervised by a registered builder if more than \$12K in value;
- Certified by professional engineer;
- Comply with a 6 star energy rating; and
- Comply with requirements of AS3959 (Construction in Bushfire Prone Areas)

ROOF OVER REQUIREMENTS:

To be freestanding and kept to a low profile with a maximum height of 3m from natural ground level.

BOUNDARY FENCES

Boundary fences may not exceed 1.2m in height.



CLASS 10a STRUCTURES & BUILDING REQUIREMENTS:

These include carports, pergolas, patio's etc

- To be free-standing;
- Not used for sleeping;
- Remain at least one third open sided;
- Permeable material such as shade cloth and plastic roller blinds do not enclose a side and may be installed without further approvals;
- No longer than the van or annex they are next to;
- Maximum of 300mm higher than the caravan they are attached to

STORAGE SHED REQUIREMENTS

To be a maximum of 6m² floor area and 2.1m in height, unless it forms part of a carport.

Appendix 2

Approval processes for park homes, rigid annexes and other structures at caravan park sites

All buildings, carports, pergolas, park homes and rigid annexes require individual approval from the local government and the licence holder of the facility before they may be lawfully built, attached or brought onto the park, as the case may be.

The following show the approval process for each potential building/structure.

Approval process for developing in the Bremer Bay Caravan Park

Preparation of applications and plans by applicant

Approval of licence holder of Caravan Park

Approval of local government

The applicant prepares plans of proposed development and runs them past the Shire and the Caravan Park for initial feedback. Once it is clear that the proposed development would obtain the required approvals, process to the next stage.

Provide the Caravan Park with the final plans for the proposed development to obtain a written letter of consent.

The Caravan Park assesses the proposed development application against their own policies and requirements. If all ok, they will issue a written approval to accompany any application made to the Shire.

The applicant then lodges either an application to relocate a park home or construct an annexe, or a building permit application for their proposed development with the Shire. All applications must be accompanied by the documents outlined below.

The Shire receives the application and assesses it against all relevant legislation. The Shire then may issue applicable building permits or approvals for development works.

Only when these approvals are in place, the applicant may commence their development (i.e. bringing a park home on to the caravan site or construct a class 10 structure on site.)

Park homes and annexes are assessed under the Caravan Park and Camping Grounds Act and Regulations. This means for a park home you will need to submit the following documents with your application:

- Signed application to construct an annexe or relocate a park home
- Site plan showing proposed building, distances to neighbouring sites/neighbouring structures, and internal caravan park roads
- Floor plan of the building including locations of smoke detectors
- Elevations, cross sections & specifications of the building
- Certified engineered drawings
- Energy efficiency report
- Details on how AS3959 (Building in bushfire prone areas) is being addressed
- Written consent from the Caravan Park owner
- Certificate from the registered builder that built or supervised the build of the building (Caravan Parks and Camping Grounds Regulations 1997, Regulation 32(1) or (1a))
- Certificate from professional engineer (Caravan Parks and Camping Grounds Regulations 1997, Regulation 32(2))

For an **annexe** you will need to submit the following documents with your application (could be done on the same plans as the park home):

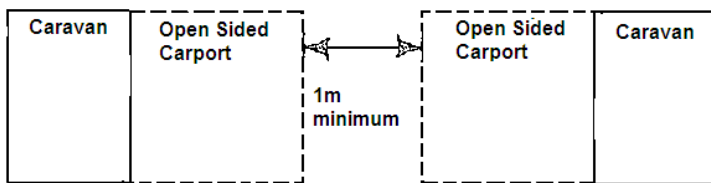
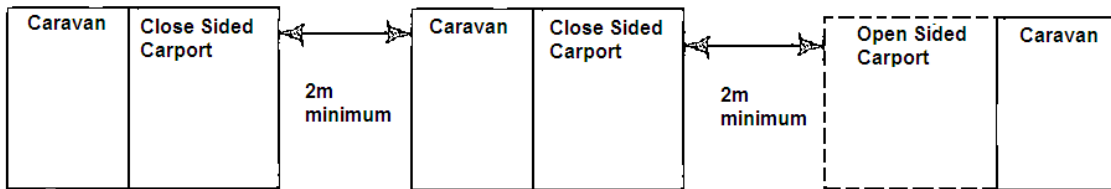
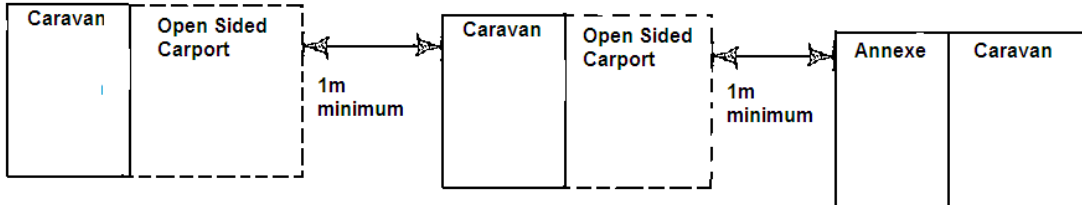
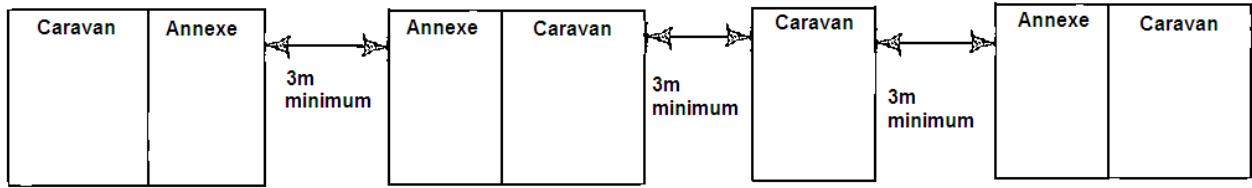
- Signed application to construct an annexe or relocate a park home
- Site plan showing proposed building, distances to neighbouring sites/neighbouring structures, and internal caravan park roads
- Floor plan of the building including locations of smoke detectors
- Elevations, cross sections & specifications of the building
- Certified engineered drawings
- Energy efficiency report
- Details on how AS3959 (Building in bushfire prone areas) is being addressed
- Written consent from the Caravan Park owner
- Certificate from the registered builder that built or supervised the build of the building (only if the costs for the annexe are \$12,000 or more) (Caravan Parks and Camping Grounds Regulations 1997, Regulation 36(1))
- Certificate from professional engineer (Caravan Parks and Camping Grounds Regulations 1997, Regulation 36(2))

Freestanding roofs, carports, patios and pergolas are class 10a structures and are assessed under the current building legislation. The following documents need to be submitted with your application:

- Signed application for a building permit (BA2 or BA1 form)
- Site plan showing proposed building, distances to neighbouring sites/neighbouring structures, and internal caravan park roads
- Floor plan of the building
- Elevations, cross sections & specifications of the building
- Engineered details of structure if any spans greater than 6m
- Details on how AS3959 (Building in bushfire prone areas) is being addressed
- Written consent from the Caravan Park owner

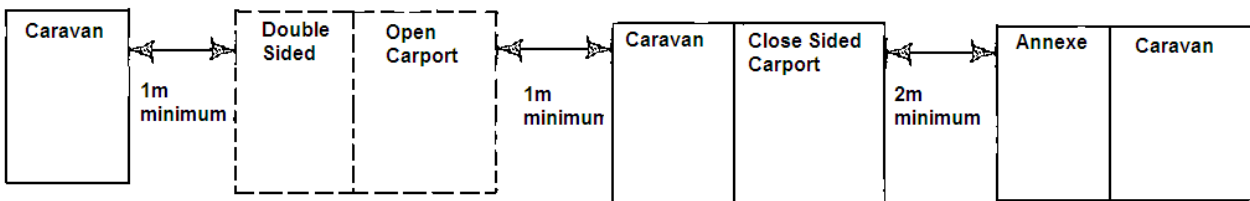
Appendix 3

Summary of minimum setbacks



- Storage shed used by this Caravan

□
2m minimum



No minimum distances →

