

Application for Temporary Accommodation (up to 24 months)

Caravan Park and Camping Grounds Regulations 1997

Please ensure you read the Temporary Accommodation Guideline and Policy before completing this application. Please allow at least 14 working days processing time.

APPLICANT DETAILS	
Name:	
Current Address:	
Postal Address (if different from above):	
Phone:	Mobile:
Email:	Preferred Method of Contact:

OWNER DETAILS AND CONSENT (only complete if applicant is not the owner of the property)	
Name:	
Current Address:	
Postal Address (if different from above):	
Phone:	Mobile:
Email:	Preferred Method of Contact:
I/we	
Being the landowner(s) of	
(address of land subject to application)	
indicate our support for the applicant above to reside in temporary accommodation on this property.	
<i>To be completed if the applicant has indicated that facilities will be used in the existing dwelling on the property.</i>	
☐ I/we give permission for the applicant to use the requested facilities within the existing dwelling on the property and will ensure access is always provided.	
Signature(s)	Date

PROPERTY DETAILS

Temporary Accommodation Address (the Property):			
Zoning: Please check the City's Online Mapping for zoning details.	☐ Residential	☐ General Rural	☐ Rural Living
	☐ Other, Specify		
Current Use:	☐ Existing Dwelling	☐ Vacant Land	
Are you situated in a bushfire prone area? Please check link showing map https://maps.slip.wa.gov.au/landgate/bushfireprone/ If yes, a minimum of 3 metres defendable space is required.			☐ No ☐ Yes

TEMPORARY ACCOMMODATION DETAILS

Reason for the temporary accommodation:			
Period of temporary accommodation:			
Start date:		End date:	
Type of caravan (e.g. campervan, off-road, motorhome):			
Make and model of caravan:			
Caravan's vehicle registration number:			
Dimensions of the caravan (height x width x depth in metres):			
Number and type of persons residing in the caravan (e.g. adult, child):			

ELECTRICITY, WATER AND GAS SUPPLY DETAILS

Describe your proposed connection to an adequate electrical power supply (e.g. separate connection, running to main house with RCD protection, solar):

Describe your proposed connection to a potable water supply (e.g. scheme, rainwater, bore):

Will you require the use of gas bottles?

☐ No ☐ Yes

(If yes, how many bottles are you proposing to store on the property)

KITCHEN, BATHROOM, LAUNDRY AND TOILET FACILITIES DETAILS

Describe your kitchen facilities available for use:

Where are the kitchen facilities located?

☐ In the caravan ☐ In the existing residence on the property
☐ In an approved class 10a building on the property

Describe your bathroom facilities available for use:

Where are the bathroom facilities located?

☐ In the caravan ☐ In the existing residence on the property
☐ In an approved class 10a building on the property

Describe your laundry facilities available for use:

Where are the laundry facilities located?

☐ In the caravan ☐ In the existing residence on the property
☐ In an approved class 10a building on the property

What type of toilet facilities are available for use?

☐ Cassette toilet ☐ Plumbed in toilet

Where are the toilet facilities located?

☐ In the caravan ☐ In the existing residence on the property
☐ In an approved class 10a building on the property

WASTE AND WASTEWATER MANAGEMENT DETAILS

What measures are in place to manage general waste and recyclables?	
Will you be using the kitchen, bathroom, laundry and toilet facilities within the existing residence?	☐ No ☐ Yes If yes, what type of wastewater system is it connected to? ☐ Reticulated sewer ☐ Onsite wastewater system (e.g. septic tank, ATU)
Will you be using the kitchen, bathroom, and laundry facilities within the caravan?	☐ No ☐ Yes If yes, what type of wastewater system is it connected to? ☐ Reticulated sewer ☐ Onsite wastewater system (e.g. septic tank, ATU)
How will you empty your toilet waste cassette? ☐ N/A	Into: ☐ A toilet on the property ☐ A reticulated sewer connection on the property ☐ An existing onsite wastewater system ☐ A new onsite wastewater system

FIRE SAFETY DETAILS

Does your caravan have a smoke alarm?	☐ No ☐ Yes
Does your caravan have a fire blanket?	☐ No ☐ Yes
Does your caravan have a dry powder extinguisher?	☐ No ☐ Yes

REQUIRED ATTACHMENTS

A site plan showing: - The proposed location of the caravan and all the existing structures on the site and dimensions. - The proposed location of the caravan and setback distances from the primary street, secondary street, fences, adjoining boundaries. - The proposed location of the caravan and onsite facilities such as an onsite wastewater system, hot water system, potable water source, power supply, clothesline, screening, green waste and recycling bins.	☐
A floor plan showing sleeping areas and location of all facilities including kitchen, bathroom, laundry and toilet.	☐
Photographs of the proposed caravan.	☐
A copy of your caravan's current vehicle registration.	☐

DECLARATION

I declare that the information contained in this application is true and correct, that I will notify the City's Health Services of any variation to details provided within this application prior to approval.

Name of applicant:

Signature of applicant:

Date:

Note:

- Incomplete applications and plans that lack detail will not be accepted by the City.
- The assessment process will include a site inspection to verify compliance with the relevant conditions.

To submit your application please email this form to info@armadale.wa.gov.au or send via post to City of Armadale, Locked Bag 2, Armadale WA 6992

FEES

These fees are applicable for the 2025/26 financial year.

Application for Temporary Accommodation

\$395.00

Definition	"Caravan" means – A vehicle that is fitted or designed for habitation (includes camper vans, motor homes and buses converted for habitation) unless the contrary intention appears, includes an annexe.
	"Vehicle" means – A conveyance (other than a train, vessel or aircraft) capable of being propelled or drawn on wheels.

