

Caravan Park & Camping Ground Fact Sheet

Local Law No. 8 (Camping Grounds, Caravan Parks & Shared Facilities Accommodation) 2022

1.0 Definitions

Caravan Park: means a commercial operation of a place for parking & residing in caravans and recreational vehicles, including a place that also provides for complementary accommodation.

Caravans include: RV's, caravans, camper vans, pop up trailers, roof top tents.

Camping Ground: means a commercial operation of a place for camping, including a place that also provides for complementary accommodation, but does not include a caravan park.

Camping includes: Tents erected for the purpose of staying overnight or to stay overnight.

2.0 Approvals

Planning Approval: may be required. If you are intending to purchase an existing operation or commence a new business, it is recommended that you firstly make enquiry with Council's Planning & Development Department on 1300 763 903.

Prescribed Activity Permit: You are required to obtain a prescribed activity permit **before** operating a caravan park or camping ground. To make application for a permit complete Forms 1.7 & 8.5 found at the following link:

www.cassowarycoast.qld.gov.au/council-forms

As part of the application, you will be required to submit the following:

- A water quality management plan (if not on town reticulated water).
- A site plan drawn to scale indicating facilities, amenities, site numbers, waste containers, site office.
- An emergency management plan.
- A copy of the insurance.

3.0 Operational Conditions

Once a permit has been issued it will contain conditions for operation as prescribed by the local law. These conditions are required to be complied with in order for your permit to be maintained. Also substantial on the spot fines can be issued for noncompliance.

3.1 Caravan Park & Camping Ground must be operated as follows:

- A clearly designated office must be maintained on site.
- Overhead & internal lighting for specified hours provided.
- Ensure emergency services have access, egress & transit through the premises.

- Take out insurance in the name of the permit holder and Council not less than \$20 million dollars.
- Provide & maintain potable water.
- Maintain all facilities in a good state of repair, clean, sanitary & safe.
- Maintain a register of all persons accommodated at the premises. This must be kept up to date & contain occupants forwarding contact details, full name, address & site number, date of arrival & departure & vehicle registration.
- Display the Council permit in a place clearly visible to people entering the premises.
- If applicable, swimming pool water is to comply with Water Quality Guidelines for Aquatic Facilities 2019 & appropriate records maintained.

3.2 Caravan Park (in addition to 3.1) must be operated as follows:

- Max. length of stay is 12 weeks accumulative (in the permit period).
- All sites are to be clearly numbered.
- Allow only one caravan on a site & not permit camping other than at designated sites.
- Distances are to be maintained as follows:
 - 3 metres min. separation between each site & any building in the caravan park
 - 1 metre min. separation to each internal road frontage
- Separate ablution facilities for each gender, including 1 shower or bath & hand basin for every 15 sites (10 or more WC's a min. 1 disabled facility is required).
- Provide suitable method wastewater disposal.
- Ablution facilities to be private & each shower to have separate drainage points.
- An emergency management plan including evacuation plan in event of a cyclone must be prepared to Australian Standard requirements.
- An approved dump point for waste cassettes is required where sewer is provided.

3.3 Camping Ground (in addition to 3.1) must be operated as follows:

- Max. length of stay is 7 days accumulative (in the permit period).
- All sites are to be clearly numbered.
- Not allow accommodation at any place other than approved sites.
- Provide suitable method wastewater disposal.
- Provide & maintain ablution facilities min. 1 WC per 14 sites (RV self-contained sites excluded) & where 10 or more WC's, a min. 1 disabled facility is required.
- Ablution facilities are to be private & each shower to have separate drainage points for water discharge.
- Provide min. 1 laundry tub, washing machine & 20m of clothesline for every 20 sites.

What fees and charges will apply?

To view Council's fees and charges for Caravan Park, Camping Ground application & permit visit www.cassowarycoast.qld.gov.au/fees-charges

Further Information

For further information contact Council at 1300 763 903 or email enquiries@cassowarycoast.qld.gov.au