

RICHMOND VALLEY COUNCIL POLICY REGISTER

File No: T.230.00

Policy No: 2.7.2

POLICY:	TEMPORARY OCCUPATION PERMITS (RESIDENCE) ON RURAL RESIDENTIAL ALLOTMENTS, AND RURAL LAND PARCELS
FUNCTION:	Development/Strategic Planning
OBJECTIVE:	To determine an approval process for temporary residential allotments while permanent residence is under construction.
DIRECTORATE:	ENVIRONMENTAL DEVELOPMENT SERVICES

POLICY:

APPLICATION PROCESS

- The owner of the land only must apply to Council for Temporary Occupation Permit.
- In addition to the above, a Development Application and Construction Certificate Application for the structures must be lodged.
- Lodgement to Council of an Application to Install and Operate a Sewage Management System and required engineering design to ensure the system design and installation will accommodate the future residence as well as the interim temporary residence.
- Payment of all associated fees for the above applications.
- In bushfire prone areas an assessment must be completed and submitted to Council for referral to the Rural Fire Service.

APPROVAL PROCESS

Subject to a merit assessment and the issue of the relevant approvals, the following conditions will apply, but not limited to, any Temporary Occupation Permit issued:

1. Any approval granted for a Temporary Occupation Permit will be valid for a period of twelve (12) months.
2. The above approval, after the expiry date, upon lodgement of a further Temporary Occupation Permit application may be approved for a further period of twelve (12) months only. No further extensions will be granted after an approval period of two (2) years (except under special circumstances).

3. Construction commencement of a permanent residence shall be within the twelve (12) month period (or other period approved by Council) from the approval date of Temporary Occupation permit.
4. Full working drawings and engineers details of the permanent residence are to be submitted within three (3) months, for rural residential allotments from the date of issue of Temporary Occupation Permit (and twelve (12) months for isolated rural land parcels).
5. The owner of the land must only occupy the temporary residence or caravan and the permit cannot be transferred to any other person.
6. Provision and installation of 45,000 litres of potable water supply is to be provided on site (60,000 litres for a permanent dwelling).
7. Prior to any occupation of the site, the sewage management system must be installed, completed and Approval to Operate issued by Council.
8. The sanitary component of building/structure is to be separated from the habitable floor area and ventilated to outside air.
9. A licensed electrician is to undertake all electrical work, including a smoke detector (if required).

Note: If the proposed temporary building (shed) becomes subject of a development application for change of classification, the building's footings/slab and structural frame is to be designed for residential standards. Prior to construction, Engineer's Certificates must be provided; further the building will be assessed against the Building Code of Australia and changes will be requested to alter the aesthetic appearance to reflect a dwelling, ie, horizontal cladding, verandahs, sliding doors and windows, roof pitches etc.

VARIATION:

Council reserves the right to review, revoke and/or vary this policy from time to time.