

Caravan Parks, Park Homes and Annexes

Fact Sheet

Anyone wanting to install a park home, solid annexe, carport or any other structure within a caravan park facility located within the Shire of Murray is advised that approval is required from the Shire and from the licence holder of the caravan park facility prior to the commencement of works.

Carports, sheds or other structures are required to gain a building approval for which you will need to submit the standard information necessary for a building application (please refer to the relevant information sheet). Even though a building licence is required, the setbacks of such structures are to comply with the relevant provisions of the Caravan Park and Camping Grounds Regulations. (Refer information on this brochure).

Once the Shire has issued approval, a copy of the approved plans will be forwarded to the park manager for their records. However, it is the applicant's responsibility to obtain written permission from the licence holder of the facility prior to commencement of works.

Applications for **Park Homes** and **Solid Annexes** are to include at least one copy of:

1. Floor plan.
2. Elevations (minimum of 2, eg front and side). For annexes the ceiling height is to be indicated (minimum of 2.1m at the outside edge, 2.4m minimum at caravan).
3. Site plan indicating the distances to any adjacent structures and roadways (refer below for required positions).
4. Only for park homes installed by a builder – One (1) copy of the Certificate of Home Indemnity Insurance from an insurer authorised under the Commonwealth Government Insurance Act 1973.
5. Construction details certified by a professional engineer.
6. Relevant certificates (as required under regulations 32 & 36):
 - a. For a new or second hand park home, a certificate signed and dated by a professional engineer stating:
 - i. That, in the opinion of the engineer, the park home is structurally sound.
 - ii. The wind velocity the park home is designed to withstand.
 - iii. That the design of the chassis, axles and wheels of the park home or each component of the park home, are adequate to bear the weight of the park home or component of the park home to which they are attached, to be drawn by another vehicle without structural alteration or damage to the park home.
 - b. For a new or second hand park home, a certificate signed and dated by a builder registered under the Builders Registration Act 1939 stating:
 - i. That the park home has been constructed in accordance with the Building Code applicable with respect to a particular class or classes as specified in the certificate.
 - ii. That the builder has built/will build/supervise the construction of the park home.
 - iii. The year in which the park home is to be / has been built.
7. Completed application form and payment of fees.

Fees:	Park Homes	Annexes
Application Fee	\$100.00	\$50.00
BCITF Levy	0.2% of estimated construction cost including GST <i>only applies if the value exceeds \$20k</i>	

Position of Park Homes, Caravans, Annexes and Camps

1. There is to be at least three (3) metres between a caravan, annexe or camp on a site in a facility and:
 - a. a caravan, annexe or camp on any other site; or
 - b. any building on the facility.
2. There is to be at least one (1) metre between any caravan, camp, annexe, pergola, carport or other building and any facility road.
3. There is to be at least one (1) metre between the boundary of a facility abutting another property and a caravan, camp, annexe, pergola, carport or other building on the facility.

Position of Carports, Ensuites and Other Buildings

1. There is to be at least one (1) metre between an open sided carport attached to a caravan and:
 - a) any other caravan, annexe or camp; or
 - b) any other open sided building attached to a caravan on another site.
2. There is to be at least two (2) metres between an enclosed building attached to a caravan and:
 - a) any other caravan, annexe or camp; or
 - b) any other building on another site.
3. There is to be at least one (1) metre between any caravan, camp, annexe, pergola, carport or other Building and any facility road.
4. There is to be at least two (2) metres between a free standing storage shed on a site and a caravan, annexe, or other building on another site.

**Should you have any further queries
please contact our Building Services Section
on 9531 7605 or by email to mailbag@murray.wa.gov.au**