

Jubilee Lake Holiday Park

RULES FOR ESTABLISHMENT OF LONG TERM DWELLINGS

1. The Site

A moveable dwelling, being a caravan, manufactured home or associated structure, must be located so that it is:

- a) Not installed closer to any other moveable dwelling or associated structure than 3.0 metres; and
- b) Set back by 2.0 metres from any park boundary; and
- c) Set back by 1.0 metres back from any access road; and,
- d) Set back by 1.5 metres from the rear site boundary of an adjacent site, and

Moveable dwellings and all associated structures are to be less than 66% area usage of the total dwelling site area.

The Park Manager shall establish the boundaries of the site, if not readily identified, on request.

2. Safety

All persons who can affect health and safety on the park carry a duty of care to ensure the safety of themselves and others on the park. The installation and maintenance of long term dwellings upon dwelling sites must be such as to minimise any risk of injury to other persons or property.

3. Height

The maximum height of any structure shall be 3.5 metres.

4. Structures

All structures (including the moveable dwelling, relocatable home and associated structures) shall:

- a) Be placed, erected or constructed to comply with the conditions and setbacks in accordance with State Regulations.
- b) Be restrained in accordance with the specifications of a practicing structural engineer to withstand the wind forces applicable to the terrain category in which the dwelling site is located.
- c) Be enclosed around the base of the dwelling and associated structures to prevent or discourage nesting of pests
- d) Support the orderly development, aesthetic attributes, amenity and general safety of the park.

5. Utilities

All long term moveable dwellings must:

- a) Be connected to the site water supply and sewerage inlet such that all pipes and fittings relating to water supply, sewerage or stormwater drainage must be installed in accordance with the Plumbing and Drainage Code of Practice and the requirements of the local council.
- b) Contain an internal shower, toilet and basin.
- c) Contain hot water supply installed with solar or energy efficient rated system.
- d) Contain shower installed with water savings shower heads.

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6. Fire Equipment and control

A moveable dwelling must be equipped with automatic fire detection and alarm system.

- a) Principal occupants are to ensure that an appropriate fire extinguisher of minimum 1Kg capacity is provided in a readily accessible position in the case of fire.
- b) Principal occupants must ensure they have sufficient knowledge of any fire equipment to ensure they react appropriately in an emergency situation.

7. Electrical installations, alterations and supply connection.

All electrical wiring, installations and alterations that may be carried out within a relocatable home, moveable dwelling or rigid annexe must comply with the requirements of AS/NZS 3000:2007, Electrical installations (known as the Australian/New Zealand Wiring Rules)

All principal occupants intending to connect their transportable structures to the site supply by means of a detachable connection must comply with AS/NZS 3001:2008 Electrical installations—Transportable structures and vehicles including their site supplies, Section 5 – Connections to the Site Supply.

- a) Only one supply lead shall be connected to each socket-outlet of the site supply.
- b) Any supply lead used to connect a transportable structure to a site supply socket-outlet should be in one unbroken length.
- c) The supply of electricity for use in individual transportable structures or vehicles should not be obtained from a socket-outlet inside another transportable structure or vehicle or by the use of socket-outlet adaptors (double adaptors).
- d) Where a supply lead is coiled on or in a reel, drum, storage box or similar, the lead should not be connected to the site supply while coiled.
- e) Electrical installations in transportable structures should be inspected regularly, e.g. annually, by a qualified person to ensure their safe and effective operation.
- f) RCDs used for the protection of transportable structures should be tested by operating the push button on the RCD to check that the device trips. After tripping, the RCD should be reset. If the RCD fails to trip, this failure should be reported to the Park Manager.
- g) If supply to a site is lost, the device requiring resetting might be located within the premises or at the service pillar.

8. Maintenance

Principal occupants shall ensure that:

- a) All structures including the dwelling are in a condition that is safe and healthy to use.
- b) No hazards or items are left on grounds. Furniture and other items left on patios or verandas are also to be neat and tidy.
- c) No accumulation of rubbish and unwanted goods occurs.
- d) No storage of motor vehicles that are unregistered or in a state of disrepair etc occurs.
- e) Any approved landscaping is maintained in a condition in line with approved landscaping maintenance plan (see landscaping).

9. Dwellings

All dwellings installed in the park are subject to the following conditions:

- a) The dwelling is to be presented in a neat and tidy condition and be well maintained.
- b) Colour and paintwork of the dwelling and associated structures is to be in accordance with the original manufactured colour scheme. Should a principal occupant desire a colour scheme substantially different to the original the approval of ATPM is required.

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10. Verandas, Decks and Awnings

Verandas, decks and awnings are permitted with ATPM approval under the following conditions:

- a) Must accord with the setback and site coverage requirements;
- b) Must be in scale and constructed with compatible materials;
- c) Must not exceed the overall width of the caravan and annexe or have a depth greater than 2.4 metres, with each application considered on its merit.

11. Annexe

The design, construction and installation of annexes shall:

- a) Not be longer than the dwelling to which it is attached;
- b) Must be of a design certified by a practicing structural engineer to be structurally sound. A certificate issued under this clause must indicate that the rigid annexe complies with any standards, codes and specifications with which it is, by this regulation, required to comply, and must include specifications as to the manner in which the rigid annexe must be installed and as to the nature of the footings (if any) on which it must be installed;
- c) Any specifications with respect to footings or tie-down systems must have regard to the design gust wind speed, soil type and other design considerations applicable;
- d) Have an internal width of less than 3.1m;
- e) Be constructed of insulated aluminium panelling;
- f) Have a colour along the lines of and similar to the colour scheme (paintwork) of the dwelling. Any change to the colour of the annex (or dwelling) requires ATPM approval.

12. Flyovers and Tropical Roofs

Flyovers and Tropical roofs are not permitted.

13. Driveways (parking pads) and Paving

Driveways and other hard surface areas are permitted and:

- a) May be either paved using segmented pavers placed on a compacted base or a concrete slab;
- b) Shall be graded to allow drainage and prevent the pooling of water;

14. Landscaping

Principal occupants are encouraged to landscape their sites subject to the following conditions:

- a) All landscaping requires ATPM approval. Proposals are to include;
 - a site plan indicating the location of any plants and/or paving, edging etc;
 - a list of proposed plant species with details of the anticipated adult growth size;
 - A maintenance program for all landscaping.
- b) Landscaping within 1.0m of any access way is not permitted unless approved by Park Management;
- c) Trees and plants capable of exceeding 1.0 metre in height shall not be planted in the park without ATPM approval;
- d) All approved landscaping is to be maintained in a neat, tidy and healthy condition in line with approved landscaping maintenance plan;
- e) All existing trees, including mature and juvenile trees planted by ATPM, shall not to be pruned, altered, removed or knowingly damaged in any way.

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15. Fencing

No boundary fencing including lattice structures or the like is permitted.

16. Clotheslines

Clotheslines are not permitted.

17. Garages and Carports and Car spaces

Garages are not permitted; however Carports are permitted with ATPM approval;

18. Ensuites

Ensuites are permitted to be attached to rigid annexe structures provided the following conditions are met:

- a) There is a minimum of 2.5 metres separating the proposed wall and any structure on an adjoining site.
- b) The ensuite is constructed of a material to match the existing rigid annexe.
- c) The maximum size is 1.5 metres x 3.1 metres.
- d) All plumbing and drainage is to be carried out by licensed plumber, following approval by council being obtained.
- e) The park manager's approval being obtained.
- f) An external vent pipe must be provided to any branch line connected to the main communal sewer line.
- g) A toilet must not be located in any room in a dwelling that leads directly into a kitchen or other food preparation area unless the room containing the toilet is mechanically ventilated.
- h) Connections to the sewer main must be capable of being sealed during periods of flood.

19. Boats and Trailers

- a) Storage of boats and trailers is permitted provided that they are stored totally within the confines of the designated site and do not encroach onto adjoining sites or cause a nuisance to other park occupants. Any boat or trailer must be firmly stored in a stable position.
- b) No responsibility will be accepted by the park or council for damage, theft or any other costs whatsoever.

20. Submissions and Approvals

Principal occupants are required before the construction, use, etc. to:

- a) Make application for approval of ATPM (this does not constitute building approval if required, as is the case with any works that require plumbing.);
- b) Prepare drawings and specifications to indicate their proposal;
- c) Obtain Council's development approval for building works, plumbing and drainage works before any works are undertaken at the park;
- d) Be responsible for any fees or charges associated with any application.

21. Non Compliance

Where a site becomes non-compliant with these requirements, the principal occupants will be informed so in writing and be given 90 days to remove or alter the non-compliant structures, landscaping etc. Failure to do so within this timeframe will result in the site agreement being revoked and the principal occupants will be required to remove dwelling, annex and any other associated structures from the site.

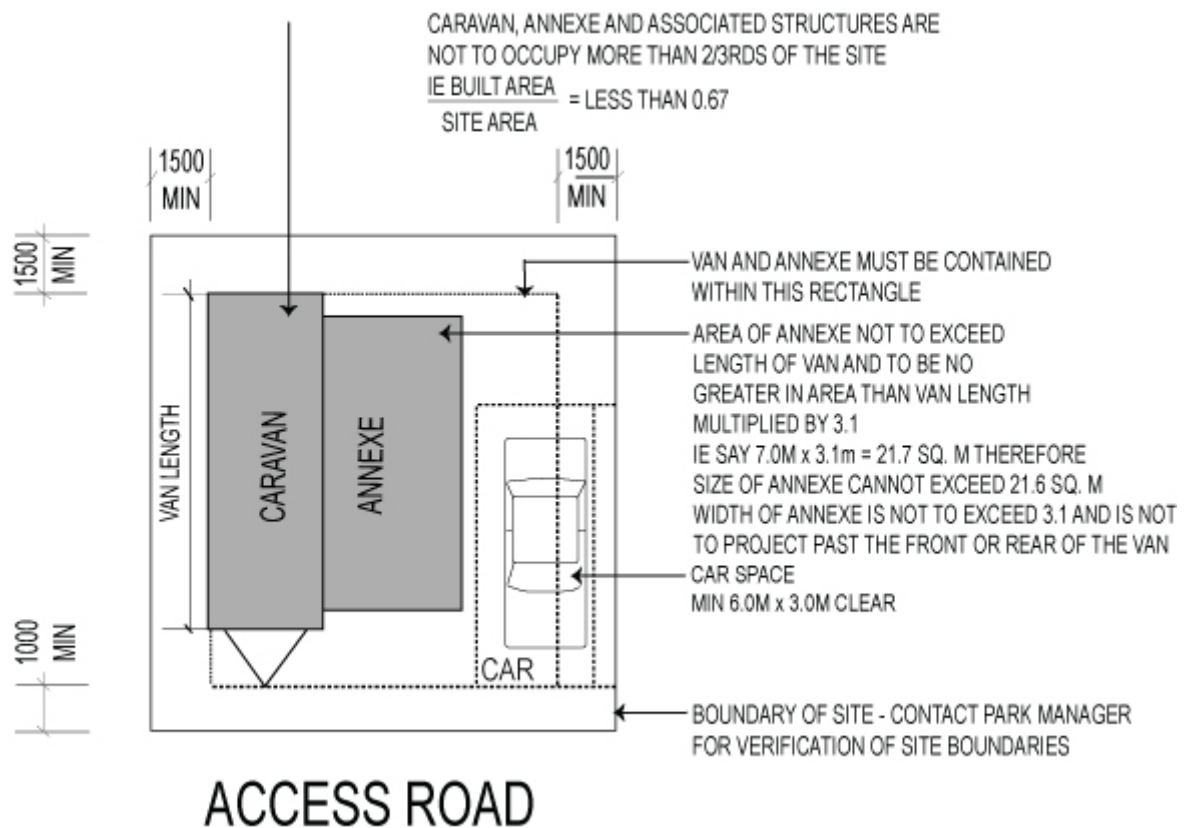
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22. Emergency Procedures

All persons occupying dwelling sites at the park must comply with the park's safety and emergency procedures, and

- a) Register at the park office upon first arrival and final departure at your dwelling at each stay. Should this be after office hours, you are to telephone the office during office hours and advise the park manager of your estimated time of arrival.
- b) All principal occupants and guests must be familiar with the current Emergency Evacuation Procedures of the park.

Example of Site Layout Plan required with application and should be drawn to scale



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Application for ATPM approval

This is not for building or plumbing approval, if required.

To: The Manager of ATPM

SITE NO.			
APPLICANT		PHONE	
ADDRESS			

I/We wish to apply for approval to carry out the following works:

ANNEXE	CARPORT	GARDEN SHED	VERANDAH	AWNING	OTHER
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(Please cross each box applicable.)

Please fill in the following table

	ELEMENT	MATERIAL	COLOUR
Annex	Roof		
	Wall		
	Floor		
	Height		
Carport	Roof		
	Posts		
	Floor		
	Screen		
	Height		
Garden shed	Roof		
	Walls		
	Height		
Verandah	Roof		
	Posts		
	Height		
Awning	Awning		
	Height		

Please provide drawings and other details of proposal as attachment, including the name of the proposed manufacturer if applicable.

I/We agree to the conditions for establishment of permanent caravan sites:

Applicants signature:

Date:

Approved by: <div style="display: flex; justify-content: space-around;"> Park Manager National Operations Manager </div>	Date:
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