

Caravan Park and Camping Grounds

Introduction

To provide guidelines for the development of Caravan Parks and Camping Grounds within the Shire of Toodyay.

Objective

- To ensure that Caravan Parks and Camping Grounds within the Shire of Toodyay are developed and maintained with adequate provision of short-stay accommodation.
- To provide Council, staff, the local community, and developers with clear information on the requirements for the development of Caravan Parks and Camping Grounds within the Shire of Toodyay.
- To ensure that Caravan Parks and Camping Grounds are developed in accordance with the current Shire of Toodyay Local Planning Scheme and Caravan Park and Camping Grounds legislation.
- To encourage development of Caravan Parks and Camping Grounds in a manner which is compatible with existing land uses, and which does not have a detrimental impact on social, physical, or environmental planning principles or the amenity of the locality.

Scope

To ensure the application to develop Caravan Parks and Camping Grounds within the Shire of Toodyay are assessed so they are developed and maintained with adequate provision of short-stay accommodation.

Definitions

Term	Definition
Camp	Any portable shed or hut, tent, tent fly, awning, blind or other portable thing used as or capable of being used for habitation and includes a vehicle of a prescribed type or in prescribed circumstances.
Caravan	A vehicle that is fitted designed for habitation (living in), and unless the contrary intention appears, includes an annexe.
Caravan Park	An area of land on which caravans, or caravans and camps, are situated for habitation.
Facility	Means a caravan park or camping ground.
Long stay site	A site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time.

Term	Definition
Park Home	A caravan in respect of which a vehicle licence is not required under the <i>Road Traffic (Vehicles) Act 2012</i> section 4.
Residential Building	An accommodation unit, other than a caravan, camp, park home or manager's residence, that may not be occupied by the one person, or group of persons, for an aggregate period of more than six (6) months in any consecutive period of twelve (12) months.
Short Stay Site	A site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months.
Site	An area in a facility – (a) marked, or intended, for the use of one caravan or camp or (b) for which the registered proprietor holds a title in fee simple under the Strata Titles Act 1985.

Policy Statement

1. Location and Site Selection

- 1.1 A facility is to be located in accordance with the Shire's current Local Planning framework.
- 1.2 A facility comprising primarily short-stay sites is encouraged to be located with good access to tourist attractions or areas of cultural, historical or landscape significance.
- 1.3 A facility comprising long-stay sites (in accordance with Part 2.10) is encouraged to be located with good access to shops, schools, recreation areas and other community facilities.
- 1.4 A facility located within a rural and natural landscape should not negatively impact on the visual outlook from scenic vantage points, public lookouts, neighboring properties, and tourist routes. Ridges exposed hill edges are not to be developed for the use of a caravan park or camp.
- 1.5 A facility should not be developed on a steep sloping site so as to minimise drainage and bushfire issues. Cut and fill of sites should be kept to a maximum of 1000mm.
- 1.6 A Bushfire Management Plan may be required as part of a development application for a new, or an extension to an existing, facility.
- 1.7 An extension to an existing, or development of new facility will not be permitted in flood prone or waterlogged areas and not within the 100-year Flood Plain

Level. Clearing of vegetation is to be kept to a minimum in accordance with an approved Bushfire Management Plan and Department of Water and Environmental Regulation clearing legislation.

- 1.8 A structure plan and a land capability study may be required as part of a development application for a new, or an extension to an existing, facility.

2. Development Criteria

- 2.1 A facility is to be developed in accordance with the *Caravan Park and Camping Grounds Act 1995* and *Caravan Park and Camping Grounds Regulations 1997*.
- 2.2 Vegetation and/or landscaping buffers are to be used to integrate a facility with adjoining sites. Dependent on-site location, regard is to be given to utilising such buffers to reduce visual and noise impact on surrounding properties.
- 2.3 All fencing on street frontage boundaries is to be of a composite construction (comprising a minimum of two different materials e.g. brick, timber or colorbond sheeting) in compliance with Shire of Toodyay Local Laws relating to Fencing.
- 2.4 A Landscaping Plan is to be submitted as part of an application for a new facility. The plan is to include internal areas and verge treatments that are to be designed to soften the built environment and visual impact of fencing on the streetscape.
- 2.5 If a proposed site for a facility is located adjacent to a reserve for public purposes, then a Management Plan of the reserve is to be submitted incorporating environmental sustainability and pedestrian access issues.
- 2.6 Proposed entry points into a facility are to have regard for access of long vehicles. If deemed appropriate by the Shire of Toodyay, upon consideration of road usage and safety, installation of a turning lane within the road reserve may be required at the cost of the developer.
- 2.7 The development of a Caravan Park and Camping Ground is to occur in such a manner as to protect the amenity of adjacent properties from any light spill or noise generated from within the facility.
- 2.8 All park homes on short stay and long stay sites are encouraged to be of a complementary external appearance and design. New park homes should be uniform and complement, protect and enhance the aesthetic appeal of existing development. Regard is to be given to colours, roof pitches and architectural features.
- 2.9 All residential buildings are to be of a uniform, complementary external appearance, and design. Residential buildings may be of matching slab on ground construction or new transportable buildings of same design. Regard is to be given to colours, roof pitches and architectural features. Note: Residential buildings are to be approved at the discretion of Council, in accordance with the Caravan Park and Camping Ground Regulations 1997.

- 2.10 The following development criteria are to be adhered to in all Caravan Parks and Camping Grounds within the Shire of Toodyay to meet tourist accommodation needs:
- (a) Residential buildings within a facility are not to exceed 25% of all possible accommodation available to patrons (i.e. inclusive of sites and residential buildings).
 - (b) At least 33% of the total number of sites within a facility are to be short stay sites.

3. Temporary Caravan Parks

3.1 Clause 6 of the Caravan Parks and Camping Grounds Act 1995 requires that any person who operates a caravan park or camping ground (including a Temporary Facility) must be licensed. The Caravan Parks and Camping Grounds Regulations 1997 provide that a Local Government may issue a license for a Temporary Facility for a stipulated period under 12 months. Prior to giving this written approval the local government must be satisfied that the land is a suitable place for camping especially with respect to: -

- safety and health; and
- access to services:

3.2 Applications for approval shall be made in the form prescribed in the Regulations, together with a site plan and prescribed application fee. Full details of the toilet/ablution facilities for caravans/camps, vehicle roadways, provision of potable water, refuse collection and disposal, supervisory arrangements and any other information required by the local government, must be provided. A licence for a Temporary Facility will stipulate the period/s of license and shall be issued for no more than one year prior to a license period.

3.3 Minimum Standards/Conditions

- (a) No more than ten people are to camp on a site at any one time.
- (b) There is to be a least 3 metres between
 - a caravan, annexe or camp on a site and;
 - a caravan, annexe or camp or any other site;
 - any building on the facility; or
 - an access road.
- (c) A tent or camping site must have a minimum area of 25 square metres.
- (d) Access 2-way access to all caravan or camping sites shall be at least 6 metres wide.
- (e) The lot shall comply with the local government's Fire Break Order (or variations thereof).
- (f) There shall be an adequate volume of water on-site with appropriate

appliances, or alternative arrangements for firefighting purposes.

- (g) Ablution and Toilet Facilities: the number of showers, toilets and hand basins shall be as per the following table. This table relates to a Nature-Based Park and occupation for up to 5 consecutive nights.

For occupation beyond 5 consecutive nights, the number of toilet/ablution fixtures will be derived from Schedule 7 of the Regulations.

- Vehicles containing independent toilet and ablution fixtures, with sufficient fresh water and waste storage capability can be excluded from calculations, but the supervisor must record their type and registration.
- At least one hand basin must be provided in a toilet block for each gender.
- Where the lot is used for no more than three consecutive nights, the requirement for showers will not apply.
- An adequate supply of running water must be provided for all ablutions.

No. of sites	Toilets			No of Showers	No of Hand basins (per sex)
	No. of pedestals	mm of urinal	No. of pedestals		
1-10	1	0	1	1	1
11-17	1	600	1	1	1
18-20	2	600	2	1	1
21-25	2	600	2	2	2
26-34	2	1200	2	2	2
35-50	2	1200	3	2	2
51-75	3	1800	4	3	3
76-100	4	2400	5	4	4

- (h) There is to be at least one rubbish bin with a capacity of not less than 80 litres for every five sites. Bins will be emptied as necessary to prevent overflow of refuse or a nuisance being created.
- (i) Having regard for the temporary nature of the Facility; there shall be an adequate number of septic tank and leach drains servicing the ablution and toilet facilities as per the Health Department of Western Australia regulations, and a connection to sewer with a trade waste permit or an agreement in place for temporary facilities.

- (j) A temporary facility must have access to an approved chemical toilet dump point and provide its location and details to all guests.
- (k) The Temporary Caravan Park or Camping Ground will be provided with suitable on-site supervision. As a minimum, supervision must be provided when clients are booking-in and a phone help/contact number, which is accessible throughout the license period, and must be posted for the notice of all patrons. The supervisor must record the number of caravan and camping sites allocated and the number of vehicles with independent sanitary fixtures (refer to clause (i) above).

Reference Information

[Department of Local Government, Sport and Cultural Industries](#)

Legislation

[Caravan Parks and Camping Grounds Act 1995](#)

[Caravan Parks and Camping Grounds Regulations 1997](#)

Associated documents

Form 1. Application for Grant or Renewal of Licence

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