

nhulunbuy corporation

**RC05 CARAVANS - EXTENDED
STAY POLICY**

Title	Caravans – Extended Stay policy
Policy number	RC05
Type	Community
Owner	Chief Executive Officer
Responsible Officer	Manager, Town Operations
Approval date	27 May 2015
Review date	27 May 2017

1. Purpose

The Nhulunbuy Corporation is committed to enabling people to temporarily use caravan accommodation for short stays in Nhulunbuy (Special Purpose Lease 214) and in the Nhulunbuy Industrial Estate (Special Purpose Lease 250) but to limit/discourage extended and unapproved stays in undesignated camping/caravan grounds.

2. Scope

This policy provide guidance for Nhulunbuy Corporation employees and the public regarding the use of caravan accommodation in residential (single and medium density), commercial, light and general industry, and community purpose zoned areas.

This policy does not extend to caravans utilised in designated camping/caravan grounds.

3. Definitions

Caravan means a vehicle equipped for living in, typically towed by a car and used for holidays (includes a mobile home, camper, caravanette, trailer, etc).

CEO means Chief Executive Officer of the Nhulunbuy Corporation which is interchangeable with the title Town Administrator

Nhulunbuy Corporation means the Nhulunbuy Corporation Limited

4. Policy

If a member of the public wishes to stay in a caravan outside of designated camping/caravan areas, approval must be sought from the Nhulunbuy Corporation. This can be achieved by completing the Caravan Extended Stay Application form. Approval can be granted for a period of up to three months for a maximum of one caravan per lot at any one time.

The Nhulunbuy Corporation reserves the right to withdraw approval if a caravan is not sited as required below, or if facilities are deemed not to be sufficient.

Lot leasees are not permitted to seek any financial gain or other benefit for allowing a caravan to stay on their property.

Siting

Caravans must be situated:

- at least 3 metres from any adjoining buildings
- at least 3 metres from any roads or pedestrian walkways, and
- must not hinder the line of sight for vehicles and pedestrians using roads/walkways.

Caravans are only permitted in the following areas:

Zone	Period of Stay (as approved by the Nhulunbuy Corporation)	Number of Caravans
Residential (single and medium density only)	3 months only	1 caravan
Commercial	3 months only	1 caravan
Light and General Industry	3 months only	1 caravan
Community Purpose	3 months only	1 caravan
Organised Recreation	Not permitted	N/A
Open Space	Not permitted	N/A

Facilities

Any lot on which a caravan will be located must have adequate toilet and shower facilities, including hot and cold running water. Individuals staying in the caravan must have free access to these facilities.

Cyclone preparation

In preparation for each cyclone season, any lot on which a caravan is located will be inspected by the Nhulunbuy Corporation to ensure that the caravan is appropriately secured. Guidance from the Northern Territory Government on how to properly secure a caravan in case of cyclone activity can be found at: <http://www.pfes.nt.gov.au/> .

5. Review process

This policy will be reviewed two years from the date of adoption.

Date 27/5/15	Director (Name) Kyle Murray	Signature 
Chief Executive Officer (Name) ANGELA MacMILLAN		Signature 