

**nhulunbuy** corporation

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**RC08  
POLICY**

**SHIPPING**

**CONTAINER**

<b>Title</b>	<b>Shipping Container Policy</b>
<b>Policy number</b>	RC08
<b>Type</b>	Community
<b>Owner</b>	Manager, Corporate and Community Services
<b>Responsible Officer</b>	Building Administration Officer
<b>Approval date</b>	22 June 2016
<b>Review date</b>	22 June 2018

## 1. Purpose

This policy is intended to:

- Ensure that the use of shipping containers is not unsightly and does not detract significantly from the amenity of the locality in which they are situated within lots in Nhulunbuy, and the Industrial Estate.
- Ensure that the design and siting of shipping containers does not create safety hazards or undue risks.
- Establish guidelines for the assessment of applications for a permit to temporarily or permanently place shipping containers within residentially zoned lots in Nhulunbuy.
- Set acceptable standards for an application to obtain Nhulunbuy Corporation permission to temporarily or permanently place a shipping container on a particular residential property in Nhulunbuy.

## 2. Scope

This policy provides guidance to Nhulunbuy Corporation employees and the public regarding the temporary or permanent placement of shipping containers on residentially-zoned lots throughout Nhulunbuy (Special Purposes Lease 214) and all lots within the Industrial Estate (Special Purposes Lease 250).

## 3. Definitions

**Building Administration Officer** means Building Administration Officer or as this role may be named from time to time, or a person performing the duties of this role, employed by the Nhulunbuy Corporation.

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

**Nhulunbuy Corporation** means the Nhulunbuy Corporation Limited (ABN 57 009 596 598).

**Shipping Container** means a standardised, large, reusable steel box ordinarily used for the storage and/or transportation of goods. The definition includes any container measuring 14m<sup>2</sup> or more in floor area and exceeding a maximum height of 2m. Shipping containers that have been modified to be used as a workshop, office, ablution block or for any other purpose are also included in this definition.

#### 4. Policy

##### *Road reserves and open space areas*

Shipping containers are not permitted to be placed on road reserves, open spaces or any public areas throughout Nhulunbuy including the Industrial Estate.

##### *Industrial Estate*

It is not necessary to obtain permission from the Nhulunbuy Corporation to place shipping containers in the Industrial Estate. However, consideration must be given to the siting of shipping containers to ensure that they do not detract from the amenity of the area and that they do not present an obstruction or danger to persons or property.

A shipping container that has been commercially modified to provide an accommodation unit will be permitted, subject to the Nhulunbuy Corporation's Building Application process, as a caretaker residence on lots in the Industrial Estate only.

If requested by Nhulunbuy Corporation, sublease holders and/or occupants must submit a Cyclone Management Plan which clearly defines the actions to be taken to secure any shipping container/s in the event of a cyclone or severe weather conditions.

##### *Nhulunbuy*

Whether temporary or permanent, there is a limit of one shipping container per residential lot at any one time.

##### i. Temporary placement

If a resident wishes to utilise a shipping container for the temporary storage and/or delivery or uplift of goods and chattels from a property within Nhulunbuy, approval must be sought from the Nhulunbuy Corporation prior to its placement.

This can be obtained by completing the Shipping Container Permit Application form. Approval can be granted for a period of up to 14 days. Extensions may be sought by submitting a written request to the Building Administration Officer.

The Nhulunbuy Corporation reserves the right to withdraw approval if a shipping container is not sited as stipulated in the permit.

##### ii. Permanent placement

If a resident wishes to install a shipping container on a permanent basis, approval must be sought from the Nhulunbuy Corporation prior to its placement on the property.

This can be obtained by completing an Application for Building Plumbing and Drainage and Minor Works and paying the relevant fee as outlined in the Nhulunbuy Corporation's Schedule of Fees and Charges.

The location of a shipping container will be determined by the minimum boundary setback for each relevant lot. All shipping containers must be secured in a manner which complies with the Nhulunbuy Corporation's requirements.

**5. Enforcement**



Enforcement of this policy will be by way of the Unapproved Shipping Container Enforcement Procedure attached as Appendix A.

**6. Cyclone preparation**

In preparation for each cyclone season, any approved temporary shipping containers will be inspected by the Nhulunbuy Corporation to ensure that all are appropriately secured. Guidance from the Northern Territory Government on how to properly secure your property in case of cyclone activity can be found at: <http://www.pfes.nt.gov.au/>.

**7. Review process**

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

<b>Date</b> 22/6/16	<b>Director (Name)</b> C WALTERS	<b>Signature</b> 
<b>Chief Executive Officer (Name)</b> ANGELA MALMILLAN		<b>Signature</b> 

## Appendix A

### Unapproved Shipping Container Enforcement Procedure

These procedures have been drafted to assist with the Nhulunbuy Corporation's response to shipping containers located in residential lots in Nhulunbuy and throughout the Industrial Estate which are unapproved, or deemed a safety issue or impact on the amenity of the area.

#### Enforcement action

- If the Nhulunbuy Corporation becomes aware of an unapproved shipping container in Nhulunbuy and the Industrial Estate which may contravene provisions of this Policy, the Building Administration Officer will inspect the site and wherever possible advise the occupant of their obligations and deliver an Initial Notice.
- A copy of the Initial Notice will also be mailed to the property's occupants. The Notice provides the occupant with 14 days to take remedial action, i.e., to either complete a Building Application or apply for a temporary permit.
- If no action has been taken by the occupant at the expiration of 14 days, the Nhulunbuy Corporation may issue a Follow Up Notice. This will provide the occupant with a further 14 days in which to take the requested remedial action and advice of the potential consequences of non-compliance.
- In the case of a Rio Tinto property, the Follow Up Notice will also be forwarded to LJ Hooker advising them of the lack of response from the occupant.
- A Final Notice will be issued by the Nhulunbuy Corporation if, after the expiration of the allotted time, the occupant has failed to take any action. Copies of all notices will subsequently be sent to Rio Tinto for further action.