



Cloncurry Shire Council

FRM-WES7050-01

BACKYARD CARAVANS

Information Privacy Act 2009 Cloncurry Shire Council is collecting your personal information in accordance with the *Local Government Act 2009*. The information collected on this form will be accessed by authorised Council officers or any other relevant State Government departments for the purpose of approving this application and ensuring Council records are accurate. Your information will not be accessed by any other person or agency unless you have given us permission, or we are required to do so by law.

Additional pages may be attached if there is insufficient space on the form to complete any question.

Authorising Provisions:

Cloncurry Shire Council Policy - Administration of Backyard Caravans (adopted 29 June 1998)

SECTION 1: APPLICANT DETAILS (please print)

Name			
ACN (if applicable)			
Postal Address			
Suburb		Postcode	
Phone no. (day)		Mobile no.	
Email			

Note: if the applicant is not the property owner of the site where the caravan will be sited, the property owner's consent must be signed in one of the following ways:

- If the sole property owner, by that person
- If joint property owner's, by at least one owner
- If the property owner is a body corporate or organisation, by affixing the seal
- In any case by duly authorised agent or representative of the owner, and attaching a copy of the authorisation

SECTION 2: PROPERTY OWNER DETAILS (if different from above) (please print)

Name			
Business Trading Name (if applicable)			
Address			
Postal Address			
Suburb		Postcode	
Phone no. (day)		Mobile no.	
Email			

SECTION 2: PROPERTY LOCATION (please print)

Street			Street no	
Suburb			Postcode	
Real Property Description	Lot no:		Plan type	
			Plan no	

SECTION 3: DETAILS

Length of time caravan will be occupied on the premises: (max 12 months)

Months: _____ Week/s: _____ Days: _____



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Does the caravan have a kitchen sink:

☐ yes

☐ no

If yes, please explain where the grey water from the kitchen sink will discharge to:

SECTION 5: CHECKLIST

Before submitting this application, you need to obtain and attach all supporting documentation. The checklist below outlines what you may need to submit to ensure the timely processing of your application.

- ☐ Completed application form
- ☐ The prescribed fee as determined by Council
- ☐ A site plan: this is dimensioned and/or drawn to an acceptable scale (normally 1:200) showing the location of all existing buildings and structures on site and location for proposed caravan.

Please explain why Council should approve your application?

SECTION 6: DECLARATION & SIGNATURE

Please Note: If conditional approval is granted a weekly fee will apply to the owner of any land where a caravan is in residence and being occupied.

Applicant's full name			
Applicant's signature		Date	/ /
Land owner's full name			
Land owner's signature			

SECTION 7: APPLICATION LODGEMENT

Applications may be lodged as follows:

By email: council@cloncurry.qld.gov.au – scanned copy with signatures only
By post: Mail to Cloncurry Shire Council, PO Box 3, CLONCURRY QLD 4824
By fax: (07) 47 421 712
Pay in person: At Cloncurry Shire Council Administration Centre,
38-46 Daintree Street, Cloncurry
Enquires phone: (07) 47 424 100

COUNCIL USE ONLY

Name		Date received:
Signature		
Reference number		
Amount paid		
Receipt no		