

# Operation of Camping Grounds Application Form

## Compliance



Please contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable.

**Information Privacy Act 2009 collection notice** – Council is collecting this information in order to process your application. This information will not be disclosed to any third party without your written or verbal authorisation unless required by law.

### APPLICANT DETAILS

Surname		Given names	
Postal address		State	Postcode
Physical address			
Contact number	Email address		
Business / Company Name (if applicable)			

### PROPERTY DETAILS

Property address
Lot and plan

### PROPOSED CAMPGROUND DETAILS

Indicate accommodation type and visitor expectancy at the proposed camping grounds:

No. of cabins provided:

No. of powered caravan sites:

No. of powered tent sites:

No. of non-powered caravan sites:

No. of non-powered tent sites:

Max no. of occupants expected to stay at the camping grounds at a time:

Max duration occupants will stay:

Average length of time occupants will stay:

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Indicate what facilities / items will be provided for use by campers at the proposed camping grounds:

Waste containers / bins:  Yes  No Provide no. of waste containers to be utilised:

Camp kitchen:  Yes  No Provide no. of stoves:

Provide no. of ovens:

Provide no. of BBQ's:

Potable water:  Yes  No Where is water sourced from (e.g. rain water tanks, bore):

Indicate the number of fixtures provided for use by campers at the proposed camping grounds:

Showers:

Baths:

Sinks / basins:  
Urinals:  
Toilets:  
Laundry tubs:  
Other (please Specify):

Please list any other facilities that will be provided for use by campers:

**Cleaning schedule:**

How frequently do you intend to clean camping sites / cabins?

monthly  weekly  daily  other:

How frequently do you intend to clean toilet and shower facilities?

monthly  weekly  daily  other:

How frequently do you intend to dispose of waste at a Waste Management Facility?

monthly  weekly  daily  other:

**DEVELOPMENT APPLICATION**

Have you submitted a development application to Council's Development Services Team:

yes  no

Reference no. (if applicable):

**This application may be referred onto Council's Development Services Team to assess and provide advice on if you require a development and / or planning approval.**

**DOCUMENTS REQUIRED TO BE LODGED WITH THIS APPLICATION**

- A site plan of the camping ground showing the boundaries of the camping ground and the division of the camping ground into camping sites;
- If the applicant is not the owner of the land on which the camping ground is situated, the written consent of the owners to the application;
- Details of waste management systems;
- Details of a cleaning and maintenance schedule that specifies the frequency with which camping ground facilities are to be cleaned and maintained; and
- Other supporting information, *if applicable*. Please specify:

**Failure to provide the required information may delay the processing of your application.**

**FEE SCHEDULE**

New application

Renewal application

**Please see current Fees & Charges Schedule for relevant fees**

**DECLARATION**

I, \_\_\_\_\_ declare that the information provided above is true and correct.

**Signed**

**Dated**

**LODGEMENT OF YOUR APPLICATION**

MAIL Chief Executive Officer, PO Box 390, Gayndah, Qld 4625

EMAIL [admin@northburnett.qld.gov.au](mailto:admin@northburnett.qld.gov.au)

TELEPHONE 1300 MY NBRC (1300 696 272)

IN PERSON Visit our customer administration offices 8.30am – 4.30pm (closed 11.30am – 12.30pm)

## Schedule 11 Operation of camping grounds

section 11

### 1. Prescribed activity

Operation of camping grounds.

### 2. Activities that do not require approval under the authorising local law

*This section has been intentionally left blank.*

### 3. Documents and materials that must accompany applications for approval

An application for approval must be accompanied by—

- a) a plan of the camping ground showing the boundaries of the camping ground and the division of the camping ground into camping sites;
- b) if the applicant is not the owner of the land on which the camping ground is situated—the written consent of the owner to the application; and
- c) details of the facilities on the land which will be provided for use by the campers; and
- d) details of water quality, reticulation and drainage; and
- e) the proposed maximum number of occupants; and
- f) details of waste management systems; and
- g) projected average and maximum duration of stay of occupants; and,
- h) details of a cleaning and maintenance schedule that specifies the frequency with which camping ground facilities are to be cleaned and maintained.

### 4. Additional criteria for the granting of approval

The additional criteria for the granting of the approval are—

- a) the suitability of the number of persons that will be camping on the land ; and
- b) whether the grant of the approval will cause or be likely to have a negative impact on the amenity of the area; and
- c) whether the facilities on the land are of an acceptable standard or can be brought to an acceptable standard for use by the intended occupants; and

- d) the environmental significance of the site and its capacity to accommodate the scale and intensity of the proposed activity.

## 5. Conditions that must be imposed on approvals

The conditions that must be imposed on an approval are that the approval holder must—

### *General*

- a) keep a register of campers and vehicles containing—
  - i. the names and addresses of each person who hires a site on the camping ground;
  - ii. an identifying number for the accommodation or site; and
  - iii. if a caravan is brought onto the site—the registration number of the caravan and (if applicable) the vehicle towing it; and
  - iv. the dates when the hiring of the site begins and ends; and
- b) maintain any buildings, facilities, fixtures, fittings, equipment and furniture provided by the approval holder on the camping ground in good working order, in a good state of repair and in a clean, tidy and hygienic condition; and
- c) ensure that all cleaning and maintenance is undertaken in accordance with the approved schedule in the approval; and
- d) not change the operation of the camping ground in any material particular (including the use of any site) without submitting an application for amendment of the current approval; and

### *Waste*

- e) provide sufficient waste containers to accommodate the collection and storage of all waste generated as part of the operation of the camping ground and such containers must be—
  - i. fitted with close fitting lids; and
  - ii. regularly serviced and maintained in a clean, tidy and hygienic condition; and
  - iii. designed and constructed to prevent access to pests and other animals; and
  - iv. designed and constructed to be easily and effectively cleaned and disinfected; and
  - v. kept closed when not in use; and
- f) ensure that all waste generated as part of the operation of the camping ground is kept so as not to attract pests and removed and disposed of in a sanitary manner; and