

Caravan Parks/Camping Policy

Preamble

Bass Coast Shire is a popular tourist destination, with visitors seeking access to a range of accommodation options, including low cost camping. In particular, the increased use of recreational vehicles has seen an increased demand for short term stopover locations.

Policy objectives

This policy is designed to provide a consistent approach to the management of camping within Bass Coast Shire to improve public safety and amenity without impacting on the natural or economic environment.

Camping occurs in various forms and may appear in a range of locations including;

- At a designated camp site area within a registered Caravan Park facility;
- Within a Council Reserve, Roadside Reserve or designated car park area;
- On privately owned land.

Camp sites located within registered Caravan Park facilities are managed in accordance with the *Residential Tenancies Act 1997* and are not subject to the requirements of this Policy.

Policy statement

Any person seeking to camp on Council or private land will be required to obtain a permit from Council.

Camping on Council Land

In determining whether to grant a permit to allow camping on Council land in an area which is not a licensed caravan park and has not been declared by the Council to be a 'camping area', Council or an authorised officer or a delegated officer must take into account the following guidelines:

- (a) whether the applicant is an individual person, in which case a permit may not be issued;
- (b) whether the applicant is a community group such as scouts or pony club and the intention is to camp as part of a group activity, in which case a permit may be issued;
- (c) whether the applicant is a commercial operator whose activities will offer significant benefit or entertainment to the community such as a circus or festival, in which case a permit may be issued;
- (d) whether an Events Permit is more appropriate;
- (e) the location of the proposed camping land;

- (f) the land-use of, and likely impact on, adjoining allotments;
- (g) the distance to the nearest dwelling or other commercial or public building;
- (h) the suitability of the land for camping;
- (i) the number of tents or other structures to be located on the land;
- (j) the length of time the tents, campervans or other structures that will be erected or moved onto the land;
- (k) the availability of sanitary facilities to the land;
- (l) any likely damage to be caused;
- (m) if the authorised officer or the delegated officer reasonably believes the camping on Council Land will create a traffic hazard, obstruction or other risk to the public, the applicant may be required to take out a public liability policy of insurance (minimum \$10 million) and prior to the issue of the permit, Council must be provided with a Certificate of Currency of the public liability policy of insurance for the application.
- (n) whether the applicant will need to implement a traffic, waste management plan or any other risk management plan that may be deemed necessary by an authorised officer or delegated officer; and
- (o) any other matter the authorised officer or delegated officer reasonably believes is relevant to the application.

Camping on Private Land

In determining whether to grant a permit to allow camping in an area which is on any land other than Council land, is not a licensed caravan park and has not been declared by the Council to be a 'camping area', Council or an authorised officer or a delegated officer must take into account the following guidelines:

- (a) the location of the land;
- (b) the land-use of the applicant's land and that of adjoining allotments;
- (c) the suitability of the land for camping;
- (d) the number of tents or other structures to be located on the land;
- (e) the length of time the tents and other structures will be erected on the land;
- (f) on properties of less than 0.5 hectares, only one caravan or campervan may be placed on the land for camping purposes;
- (g) any caravan or campervan placed on any property for camping purposes must be located in such a position that no part of the caravan or campervan is within 6 metres of the frontage of the property or within two metres of any boundary of the property;
- (h) the availability of sanitary facilities to the land;
- (i) any likely damage to be caused; and
- (j) any other matter the authorised officer or delegated officer reasonably believes is relevant to the application.

Permit renewal

In determining whether to re-issue, extend, vary or cancel a permit to camp or occupy a campsite on any land, Council or an authorised officer or a delegated officer must, where relevant, take into account whether the applicant campers are compliant with the following campsite guidelines:

- (a) at all times maintaining the campsite in a clean and tidy condition including but not limited to no unconstrained rubbish which is likely to become litter;
- (b) prior to vacating the campsite, removing all litter (including remnant human excreta and toilet paper) and other refuse from the campsite to a Council authorised disposal point;
- (c) not camping within 10 metres of any river, stream, spring, creek, dam, bore or water course;
- (d) not disposing of any soap, detergent or similar substance less than 30 metres from any river, stream, spring, creek, dam, bore or water course;
- (e) providing approved toilet facilities;
- (f) disposing of the contents of any chemical toilet only at a Council approved site;
- (g) not lighting or maintaining any campfire or campsite barbeque using solid fuel in the open air unless:
 - (i) it complies with the requirements of Council's Local Law No. 1 Neighbourhood Amenity 2012 - Clause 32 Burning of Materials and Clause 84 Lighting Fires on Council Land;
 - (ii) the fire is contained in an approved fireplace or in a trench of at least 30 centimetres deep;
 - (iii) the ground and airspace are clear of all potentially flammable material within a distance of 3 metres from the outer perimeter and uppermost point of the fire;
 - (iv) the fire does not occupy an area exceeding one square metre;
 - (v) the dimensions of any solid fuel used are the minimum necessary for the purpose;
 - (vi) solid fuel does not exceed 1 metre in length;
 - (vii) the day is not a declared Total Fire Ban or Code Red Day (ie no fires may be lit in anyway in the open on those days).

Additional documents

Bass Coast Shire Council Local Law No. 1 Neighbourhood Amenity 2012

Reference to other documents

Residential Tenancies Act 1997

Review process

This Policy shall be reviewed every four years.

Accountability process

Accountability for the effective administration of the Caravan Parks/Camping Policy rests with the Manager Community Health and Wellbeing.

Approval

Approved by Council at its meeting held on	Date/...../.....
Signed by the Mayor (Name).....	
.....	Date/...../.....