

HUME CITY COUNCIL CAMPING ON PRIVATE PROPERTY PERMIT APPLICATION FORM

ABN 14 854 354 856
1079 Pascoe Vale Road, Broadmeadows Vic 3047
Correspondence: PO Box 119, Dallas Vic 3047
Telephone: 03 9205 2200
Email: contactus@hume.vic.gov.au
www.hume.vic.gov.au

APPLICANT DETAILS

|NAME OF APPLICANT _____

|POSTAL ADDRESS _____ |POST CODE _____

|📞 BH _____ |📞 AH _____

|📞 M _____ |EMAIL _____

LOCATION DETAILS

|ADDRESS OF WHERE CAMPING IS TO OCCUR _____

DO YOU OWN THE LAND WHERE THE CAMPING WILL OCCUR YES NO

(IF NO, A LETTER OF CONSENT FROM THE OWNER OF THIS LAND MUST ACCOMPANY THIS APPLICATION)

|REASON FOR CAMPING _____

|DURATION OF CAMPING FROM: _____ TO: _____

|LOCATION OF CAMP SITE ON THE LAND (FRONT YARD/ BACK YARD) _____

|NO OF PEOPLE WHO WILL OCCUPY CAMP SITE/CARAVAN _____

DESCRIPTION OF CARAVAN/CAMPSITE |

MAKE OF CARAVAN/CAMPSITE _____

|LENGTH: _____ |WIDTH: _____ |NO BERTHS: _____

|PROPOSED MEANS OF HYGIENE _____

|PROPOSED MEANS OF SANITARY REQUIREMENTS _____

|PROPOSED MEANS OF GARBAGE DISPOSAL _____

|PROPOSED MEANS OF POWER _____

|OTHER RELEVANT INFORMATION _____



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REQUIRED DOCUMENTS

- | | | |
|---|------------------------------|-----------------------------|
| <ul style="list-style-type: none">I have attached a photo/sketch showing where the campsite/caravan will be located on the land. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none">I have attached written consent from the owner of the property on which the camping will occur. (if the property is not owned by the applicant) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Applications will not be processed without the above documentation

I understand and acknowledge that:

- **The information provided in this application is true and complete to the best of my knowledge.**
- **This application is a legal document and penalties exist for providing false or misleading information.**
- **Hume City Council may refuse this application if it becomes evident that any information or supporting document provided is incomplete or false.**
- **The application will not be processed until payment of the application fee is received by Council.**
- **I have read the "Conditions and Information" and agree to comply with all conditions stipulated**
- **I understand that I am not to camp in or occupy a caravan not in a registered caravan park or camping area (as the case may be), until a permit has been issued.**

|APPLICANTS SIGNATURE

|DATE



HUME CITY COUNCIL CAMPING ON PRIVATE PROPERTY PERMIT CONDITIONS

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A permit is required for a person to camp on private property with an existing dwelling for a period longer than 6 months.

(Council's General Local Law No.1 – 2023 - Division 1 - Your Property, Clause 37)

Camping on private property Application Conditions:

- Application must be completed and all supporting documents supplied before your application can be processed.
- If Applicant is not the land owner, written consent from the land owner must be provided with the completed application.
- Sanitary facilities located inside the caravan or premise to be used at all times.
- Camping not to be used for permanent place of residence, permits will only be valid for a maximum period of 12 months.
- Camping Site/Caravan only to be occupied by the approved number of occupants at any time.
- The permit is subject to review on receipt of any substantiated complaint.
- Any power to be supplied to the caravan is to be maintained as per relevant regulations.
- Ensure caravan does not cause a detrimental effect to the amenities of the area.
- Ensure waste water can be effectively disposed of so as not to cause an odour/nuisance.
- No more than one tent or caravan will be allowed on the land at any one time.
- Permits will only be issued for private land. No permit will be issued for roads or municipal places.
- Council reserves the right to revoke this permit at any time if in the opinion of an Authorised Officer any condition of the permit is being breached.





HUME CITY COUNCIL CAMPING ON PRIVATE PROPERTY PERMIT GUIDELINES & INFORMATION

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GUIDELINES & INFORMATION FOR CAMPING ON PRIVATE PROPERTY APPLICATIONS:

Who can apply?

Anyone looking to camp or occupy a caravan on private property where there is an existing dwelling for a period longer than 6 months can apply for the permit.

When can I apply?


Applicants may apply once they have obtained all the required information and documentation required with this application for it to be processed.


What does Council take into consideration when assessing an application?


- The applicant's proposed means of hygiene, sanitary requirements, garbage disposal and power are satisfactory.
- The number of people camping/occupying the caravan.
- The location of the campsite/caravan on the land.
- Reason for camping on the land.
- Length of intended camping.
- Any objections to the application.

How do I apply?

You must complete the application and provide all relevant documentation in order for your application to be processed. You can lodge your application using the following options:

 **In person:**
1079 Pascoe Vale Road Broadmeadows 3047
44 Macedon Street Sunbury 3429
75-95 Central Park Avenue Craigieburn 3064
Office hours are Monday to Friday 8.00am-5.00pm

 **By post:**
Hume City Council, PO Box 119, Dallas 3047

 **By email:**
contactus@hume.vic.gov.au

How much does it cost?

Council does not charge a fee for Camping on Private Property Permit Applications.

