

## Temporary Homes

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This fact sheet has been designed to help you understand the requirements for establishing a temporary home during the construction phase of your Dwelling House (Class 1a).

### Temporary Homes are governed by:

**Local Law No. 1 (Administration) 2022**

**Local Law No. 5 (Temporary Homes) 2022**

The establishment or occupation of a temporary home on land within the Cassowary Coast Region requires **Form 5.4 Temporary Home, Form 1.7 Application to Council (What I want)** to be completed and payment of the applicable fees and charges. There must be a copy of the Development Permit for a Dwelling House (Class 1a) approved by Council or through Private Certification attached to the application for the establishment or occupation of a temporary home. While the Subordinate Local Law does not provide a definition of what a temporary home is, the following may be used as examples:

- Caravans
- Bus
- Mobile Home
- Shed

### How long can I occupy a Temporary Home?

Approval to reside in and occupy a temporary home commences on the date the Temporary Home Permit is issued. It terminates at whichever occurs sooner:

- The termination date specified in the Temporary Home Permit; or
- The date on which a dwelling on the land is substantially completed.

Temporary Home Permits have a currency period of twelve (12) months.

### What if I need to extend or renew my Temporary Home Permit?

A Temporary Home Permit cannot be extended or renewed. If the Dwelling House is not substantially complete within twelve (12) months, a fresh application for approval must be lodged.

### What do I need to know about lodging an application?

When applying for a Temporary Home Permit you will need to provide:

- A properly completed Form 5.4 Temporary Home and Form 1.7 Application to Council (What I want)
- Evidence of a current development permit to erect a Dwelling House (Class 1a) on the relevant land.
- A drawing showing the design and dimensions of the proposed temporary home.
- Details of the materials out of which the temporary home is (or is to be) constructed and other structural details of the temporary home.
- Details of the location of the temporary home.
- If the applicant is not the owner of the land on which the temporary home is (or is to be) located, the written consent of the owner.

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- Details or plans, where relevant, for:
  - Waste water
  - Sewerage
  - Water supply
  - Painting
  - Engineering
  - Electrical
  - Structural approval
  - Installation of smoke alarms
  - Waste management
- Any other supporting documentation and materials requested on the approved application form.

### **Is there any criteria for granting approval?**

Yes, the criteria for granting approval for a temporary home are:

- That the temporary home must not be intended to be used as a permanent or indefinite place of habitation; and
- There is a current development permit to erect a dwelling (Class 1a) on the relevant land which will be used as a permanent or indefinite place of habitation; and
- The temporary home has in the opinion of an authorised person, a sufficient source of water supply and sufficient means of disposal of effluent and refuse to ensure that minimum standards of health and hygiene for safe human habitation can be established and maintained.

### **How can I lodge my application?**

#### **Email**

If your application is for a property located to the south of El Arish and Bingil Bay (inclusive) please email it to [buildingsouth@ccrc.qld.gov.au](mailto:buildingsouth@ccrc.qld.gov.au)

If your application is for a property located to the north of Silkwood and Kurrimine Beach (inclusive) please email it to [buildingnorth@ccrc.qld.gov.au](mailto:buildingnorth@ccrc.qld.gov.au)

#### **Post**

PO Box 887  
INNISFAIL QLD 4860

#### **In Person**

Innisfail Shire Hall (Northern Office)  
Level 3, 70 Rankin Street  
INNISFAIL QLD 4860

Tully Civic Centre (Southern Office)  
Level 2, 38-40 Bryant Street  
TULLY QLD 4854

### **What fees and charges will apply?**

To view Council's fees and charges for a Temporary Home Permit visit [www.cassowarycoast.qld.gov/feesandcharges](http://www.cassowarycoast.qld.gov/feesandcharges).

#### **Further Information**

For further information contact Council at 1300 763 903 or email [enquiries@cassowarycoast.qld.gov.au](mailto:enquiries@cassowarycoast.qld.gov.au).

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