



JERUSALEM CREEK MARINA & HOLIDAY PARK

Site Development Controls & Site Works Application

Updated

January 2020

Permission Granted

1. Any person that wants to develop a structure on the land or modify an existing structure on the land must first request permission from the land owner.
2. They must **not** develop, extend, alter, modify or attach any fixtures to any site or dwelling within the holiday park without first obtaining the permission from the land owner whose representative is JCMHP.
3. JCMHP reserves the right as the land owner's representative to refuse permission for Development, Alterations, and Modifications to any site without giving reason.
4. Occupants who do not request permission will be ordered to stop work immediately until permission has been granted or be ordered to remove any structure and return the land back to its original state.
5. They must **not** excavate or modify the land without obtaining permission from the land owner whose representative is JCMHP.
6. Jerusalem Creek Marina & Holiday Park is located on National Park and Crown Land. If occupants ignore or dismiss the approval process, they will be issued with a breach notice and referred to the relevant authority on the first instance.
7. Occupants may be prosecuted under the Crown Land Act, and or, the National Parks Act at the discretion of the landowner who is Goulburn Murray Water **and** Department of Environment and Primary Industries **and** the Victorian State Government.

Not permissible

- Standalone Rigid Annexes
- Site sheds
- Tents
- Non-compliant UMDS
- Caravans over 25 years old
- Hard Roofs
- Containers
- Buses
- Granny flats
- Owner built UMDS
- Free Standing Carports

General requirements for structures

1. Caravans

A caravan, (and flexible annex) may be placed on an endorsed site without the need for further Council approval. Nominated setback distances (normally 2 metres) must be maintained as clear space between adjoining developments (i.e. on adjacent sites).

2. U.M.Ds (Cabins)

Formal approval pursuant to the Caravan Park legislation is required for U.M.Ds etc. Planning Permits may also be required.

To gain approval, written applications must be made by the Park Owner to Council and be supported by:

a) a site plan showing any existing structure and details of that proposed together with the distance to developments on all adjoining sites.

b) the structural design for the development and the installation/erection detail. The legislation provides that the supplier of U.M.Ds must provide this information to the purchaser.

A copy of Council's approval to proceed will be issued to the park owner applicant together with a copy to the site occupier if known.

The design requirements that apply to U.M.Ds are contained within Schedule 3 of the regulations which detail such things as:

- Must be structurally sound, Must be designed, Must have its own chassis (U.M.Ds), Must be provided with anchor points (for attaching tie down gear), Must be designed to AS1170.1 and AS1170.2 except that a design wind speed of not less than 41 metres / second wind speed must be used for wind loadings and Nominated minimum room sizes, moisture prevention, lighting and ventilation

Upon completion,

A manufacturer compliance plate must be attached to all U.M.Ds and the installer must provide the (caravan) owner with a "Statement of Compliance" concerning the installation.

This installation Certificate states that:

- All necessary approvals have been obtained
- The installation complies with the approvals and the manufacturer's instructions
- Service connections ie water, gas, sewer, electricity all meet the requirements of those authorities.

An owner must then provide a copy of the Installation Certificate to Council and to the park owner within 7 days of practical completion.

3. Building Works

Building permits must be obtained for constructions (unless exempted) that do not constitute "movable dwellings".

Such works would comprise of:

- Retaining walls, Swimming pools, Outdoor Spar and fences, Flyover Structures – incl. carport style structures over caravans & annexes, Decking, awnings, storage sheds etc.

The formal building permit must be obtained prior to works commencing and will be issued by the private building practitioner with a copy forwarded to Council.

Note: Council endorsement under the Regulations will be needed and in some cases a planning permit may also be required as a prerequisite to the issue of a building permit.

General

In all cases the prior approval of the park owner must be obtained. In most instances a setback distance of 2 metres from developments on adjoining sites will be required.

Very small structures which do not impact upon the setback (such as built in BBQ's etc) do not require Council approvals.

Any queries should in the first instance be directed to the park owner.

A Park owner is required to plan for emergencies and meet fire safety requirements as determined by Council in consultation with Regional CFA. This includes

- adequate separation between and around developments,
- fire fighting equipment such as extinguishers, hose reels.

Development Standards

The Development Standards will be introduced from 1 July 2011 unless the park has developed more stringent rules or the park is located on Crown Land in which case the relevant Park Rules or Crown policy will apply.

The Development Standards are as follows;

1. New Sites

- 1.1 Any new site that was previously undeveloped but is proposed to be developed must ensure that any new development meets all the criteria outlined below, as follows;
 - 1.1.1 Must meet all requirements of the Regulations and any Building Regulations for any and all structures proposed;
 - 1.1.2 If a Caravan is to be installed then it cannot be older than 25 years of age at time of installation;
 - 1.1.3 No gardens are allowed however potted plants are permitted;
 - 1.1.4 Site set-back from Full Supply Level (FSL) of Lake Eildon is to be no less 50 metres from the closest point between the site (or structure) and FSL.
 - 1.1.5 Unregistered movable dwellings (UMD) are to be permitted (refer UMR section) subject to Council approval.
 - 1.1.6 Flyovers to be approved by JCMHP (Green or Beige), with the maximum area of any caravan, annex, verandah and flyover combination to be 100 square metres;
 - 1.1.7 Decking to be free standing, on slides, situated only to one aspect (one side) of the van and annex or UMD, no wider than 5 metres (unless approval is granted by JCMHP for a wider or more substantial deck), with a maximum area of 30 square metres, engineered (with specifications sighted and approved by JCMHP in writing) and structurally sound;
 - 1.1.8 Paving to be of no more than 20m² in total for a site, each paver to be a minimum size of 50mm x 50mm, easily removable, level and well installed;.
 - 1.1.9 Concrete pads (where constructed) are to be constructed under a van and/or annex only or UMR, and engineered to withstand the weight/traffic area (No steel framed floors are permitted);
 - 1.1.10 Retaining walls are not permitted unless approved by JCMHP, they must be constructed to relevant standards, and an acknowledgement signed by the site-holder than should replacement be required that the site-holder accepts responsibility for the retaining wall and replacement if required by JCMHP;
 - 1.1.11 Shade structures are not permitted other than a permanent fixture as covering to a decking area or where a flyover is proposed;
 - 1.1.12 Air-conditioners or parts of a split system must be attached to the caravan or annex only, with no electrical cabling onto or under the land;

- 1.1.13 Sheds are not permitted unless a Park Plan has been developed with the lessee to ensure a single unified approach to sheds, including colour design construction and cladding material;
- 1.1.14 Fencing is not permitted in general unless it meets the design criteria outlined under the Fencing section;

1.2 Sheds

- 1.2.1 JCMHP would prefer no sheds to be situated at a Site.
- 1.2.2 Where agreement between JCMHP and the Lessee has been reached to allow a shed at a site (no more than one shed per site will be considered) they must be no more than 3 metres by 3 metres and must be constructed of material that is consistent with the Park Plan.

1.3 Fences

- 1.3.1 JCMHP would prefer no fences.
- 1.3.2 Where agreement has been reached between JCMHP and the Lessee to allow fences then they must meet the following criteria;
 - 1.3.2.1 The fence cannot be constructed from colorbond, brick, bamboo or solid metal construction;
 - 1.3.2.2 The fence must be open slatted and preference is for a the fence to be constructed in the design and material for a pool fence;
 - 1.3.2.3 The fence can be no more than 1.5 metres in height;
 - 1.3.2.4 The fence can only be constructed between sites where there is more than 2 metres between the fence and the nearest structure on either side of the fence unless JCMHP approval has been granted to allow for the fence to enclose an area on the Site to secure a dog or for child safety reasons and then only if a suitable non-lockable gate is installed that does not impact on access to the site; and
 - 1.3.2.5 The fence must not enclose the Site.

1.4 Roller Doors

- 1.4.1 JCMHP would prefer roller doors not be constructed on a site.
- 1.4.2 Where JCMHP and the Lessee have agreed to allow roller doors they must never be lockable, must only be used on sheds and must not enclose any approved flyover or patio area.

1.5 Verandahs

- 1.5.1 JCMHP would prefer no verandahs to be attached or freestanding on a Site;
- 1.5.2 Where a verandah is requested then it must meet Building Act 1993 requirements, must be limited to 20m², must be rigid, and must not impact upon the free and unrestricted access requirements of 2 meters between structures; and
- 1.5.3 The verandah can only be located either to the front or rear of the caravan or to one longitudinal side of the annex.

1.6 Effluent / grey water

- 1.6.1 Effluent and grey water must be managed under the requirements of the Regulations and Building Act 1993, and in line with any requirements of GMW.

1.7 Other Conditions

- 1.7.1 JCMHP would prefer no boats or vehicles to be stored at a Site
- 1.7.2 No brick structures including bbq's, brick heaters, or brick walls are allowed to be constructed.
- 1.7.3 No tents are to be erected on a Site.
- 1.7.4 No fire pits/places are allowed unless approved by JCMHP or CFA.



INDIVIDUAL SITE WORKS APPLICATION

IMPORTANT

The following information must be completed and submitted to the holiday park owner for approval before any works can be carried out.

Date

Name

Site Number

Please tick the box for the improvement/s proposed.

<input type="checkbox"/>	Caravan	<input type="checkbox"/>	Annex	<input type="checkbox"/>	Cabin (UMD)
<input type="checkbox"/>	Patio/Deck	<input type="checkbox"/>	Flyover	<input type="checkbox"/>	Fence
<input type="checkbox"/>	Shed	<input type="checkbox"/>	Retaining Wall	<input type="checkbox"/>	Paving
<input type="checkbox"/>	Fire Pit	<input type="checkbox"/>	Shade Structure	<input type="checkbox"/>	Land Scaping
<input type="checkbox"/>	Excavation	<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>	Gas installation	<input type="checkbox"/>	Electrical 240V	<input type="checkbox"/>	Electrical Solar
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	Other	<input type="checkbox"/>	

Park Operator Approval:

Dated:

The following information is required in order for an application to be considered for approval.

The Site.

The site length. mm.

The site width. mm. Total (L x W= **M²**)..... **M²**

The Caravan.

Caravan length		Caravan Make	
Caravan width		Year of Manufacture	
Caravan height		Serial Number	

Is the Caravan Registered **Yes/ No**

**If a Caravan is to be installed then it cannot be older than 25 years of age at time of installation;*

The Annex.

Annexe length	
Annexe width	
Annexe height	

The material the annexe is to be constructed of.....

**Annexe can only be constructed from sandwich panel or canvas type material*

The Flyover.

Flyover length		Centre truss length	
Flyover width		Colour of Flyover	
Flyover height			

The number of support posts (min100mm x 100mm) Cypress pine or treated pine.....

Centre truss spanning computations provided by:.....

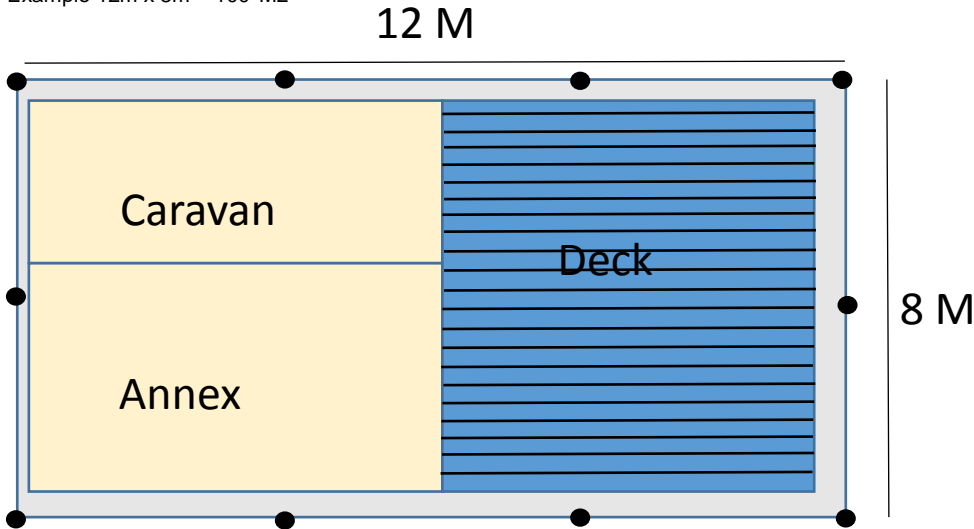
The material the flyover is to be made of.....

The overall size of the flyover Total (L x W= **M²**)..... **M²**

Caravan, Annexe, Decks & Flyover.

1. The overall size of any combination of caravan, annexe, deck and flyover *must be less than 100 M²M²*

Example 12m x 8m = 100 M2



Patio / Deck.

- The length of the deckmm.
- The width of the deckmm.
- The height of the deck from lowest ground pointmm.
- Decking constructed from
- Is the decking on skids or blocks
- What are the skids manufactured from

**Decking to be free standing, on slides, situated only to one aspect (one side) of the van and annex or UMD, no wider than 5 metres (unless approval is granted by JCMHP for a wider or more substantial deck), with a maximum area of 30 square metres, engineered (with specifications sighted and approved by JCMHP in writing) and structurally sound*

Shade Structure / Pergola.

- The length of the structuremm
- The width of the structuremm
- Maximum height of the structuremm
- Minimum cross support beam height of structuremm
- Constructed from either - Timber or Steel
- Construction material dimensions
- Material used for covering structure/pergola

Shed.

- 2. The length of the shedmm
- 3. The width of the shedmm
- 4. Maximum height of the shedmm
- 5. Constructed from either - Timber or Steel

** Where agreement between JCMHP and the Lessee has been reached to allow a shed at a site (no more than one shed per site will be considered) they must be no more than 3 metres by 3 metres and must be constructed of material that is consistent with the Park Plan.*

Other.

Details

ATTACHMENT A.

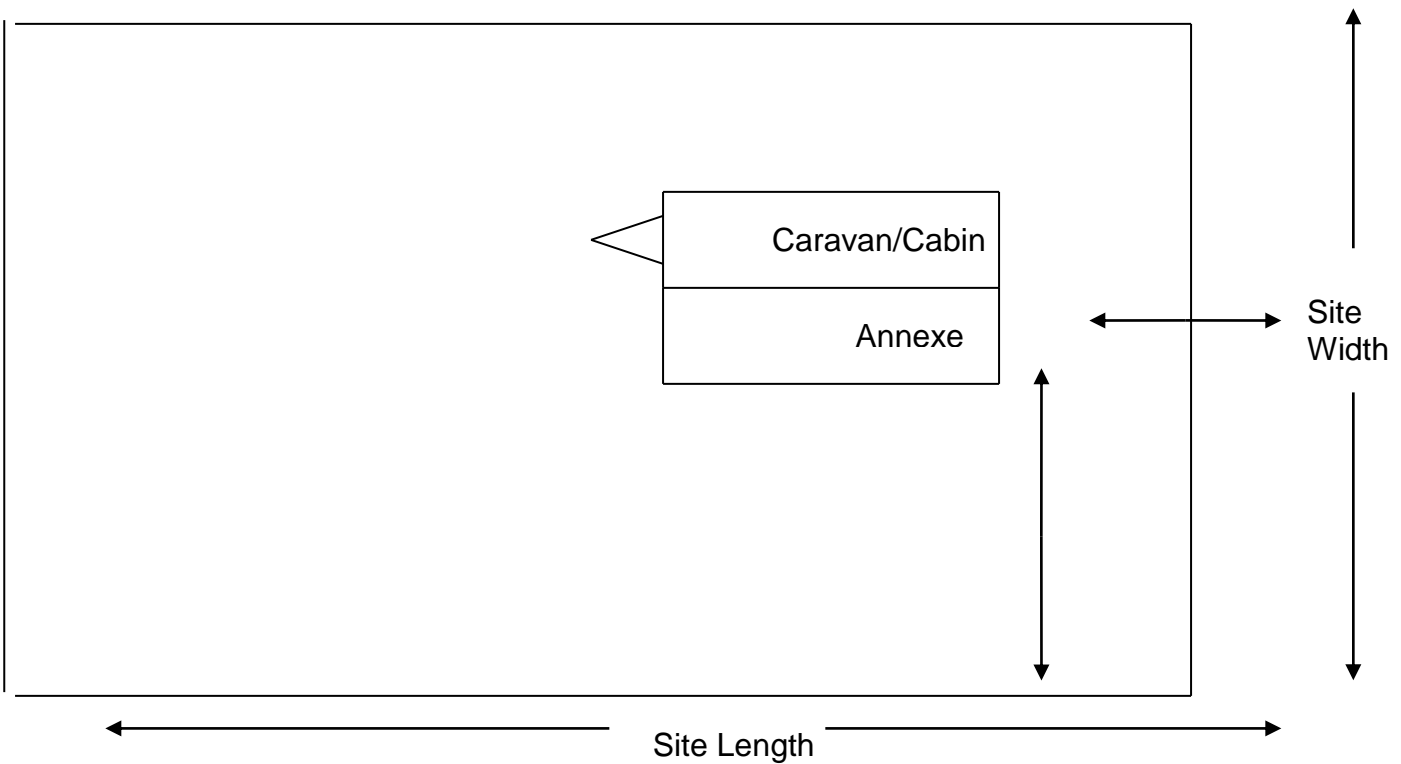
Date.....

Name.....

Site Number.....

Application for.....

Site Plan



Show on plan:

Site length.....mm;

Site Width.....mm;

Clearance from van and annexe to boundariesmm;

Location (and distances from fixed objects) of any structures e.g. verandas, flyovers, patio/decks, etc

Clearance of trees from all structures.

Note: All information must be complete and accurate.

ATTACHMENT B

Details of materials to be used in construction (Including type and sizeing)

Joist and bearer detail & Post centres detail (Provide drawing with detail clearly showing)

Note: All information must be complete and accurate.