

Occupy a Temporary Dwelling

General Local Law 2017



- This permit has a fee of \$125.00.
- All areas on the application form must be completed before a permit can be issued.
- Please allow 2-3 weeks for processing.

Applicant details:

First name:	Surname:
Business trading name: (if applicable)	
Postal address:	
	Postcode:
Contact number:	
Email address:	

Temporary dwelling details:

Address:	
	Postcode:
Dates occupied: From: ____/____/____ To: ____/____/____	
Type of temporary structure: ☐ Shed ☐ Other:	
Reasons for temporary dwelling:	
Do you have a building permit? ☐ Yes ☐ No	
Permit number:	
Building surveyor:	
List the type of facilities provided for sanitation, laundry and bathing:	

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to consider your application to occupy a temporary dwelling. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26

Is water provided to the site?	☐ Yes	☐ No
If yes:	☐ Town	☐ Tank
Is power provided to the site?	☐ Yes	☐ No
Are you connected to sewer?	☐ Yes	☐ No
If No		
Is your septic tank system installed?	☐ Yes	☐ No
When do you expect the permanent dwelling to be finished? ____/____/____		
Please note a permit will not be issued for longer than six (6) months.		
Can you see the temporary dwelling from the street?	☐ Yes	☐ No
Are there any objections from the neighbour/s?	☐ Yes	☐ No
Please attach a list of Names and Address of neighbours that you have consulted with.		
Please attach a site plan of the location for the temporary dwelling.		

Rules

This permit relies on the permit holder meeting with these rules and any other statutory obligation associated with the activity.

1. A building permit for the construction of a dwelling has been issued in respect of the site.
2. Provision is made on site for sanitation, laundry and bathing facilities.
3. There is reliable power on site and a ready supply of drinking water.
4. The permit is for a period of no longer than six (6) months and by application may be extended by one period of six (6) months.
5. After the issue of a certificate of occupancy for a dwelling or on expiration of the permit for the temporary dwelling, the temporary dwelling must be removed or remodelled in accordance with permit rules.

Office Use Only:	
CS Stamp:	IM Stamp:

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to consider your application to occupy a temporary dwelling. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26

Contact Council

-  **Phone:** 03 5153 9500
-  **Email:** feedback@egipps.vic.gov.au
-  **Website:** eastgippsland.vic.gov.au
-  **Mail:** PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to consider your application to occupy a temporary dwelling. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26