



# Application to Camp

(Local Government Act 1993, Sec 68)

Breese Parade Forster  
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Refer Camping Policy \*

Property Key: \_\_\_\_\_

**[Application Fee Non-refundable]**  
[Fee Allocation No. 205.7135]

I hereby make application for a Permit to Camp on the property set out herein and the following particulars relevant to this application are submitted for consideration.

**NAME OF APPLICANT**  
(Owner of Property) : .....

**POSTAL ADDRESS OF APPLICANT** : .....

Contact Phone Nos : Phone (H)..... (W) .....

Mobile : .....

**ADDRESS OF PROPERTY TO BE CAMPED ON**  
(Lot and Full Street Address) : .....

**DESCRIPTION OF STRUCTURE** : .....

[Tent/Caravan/Other] [At the end of each stay all structures including tents & caravans must be removed]

**REGISTRATION NO OF VEHICLE/S**  
(Description, make, colour of structure etc.) : .....

**PROPOSED OCCUPANT** : .....

**ADDRESS OF PROPOSED OCCUPANT** : .....

**RELATIONS TO APPLICANT** : .....

**REQUIRED DATE/S OF OCCUPANCY**

**For construction of a dwelling** : **DA NO:** ...../...../.....

:  From 12 midnight ...../...../..... to 12 midnight ...../...../.....  
**OR** until dwelling is completed whichever is the sooner.

**For camping only** :  From 12 midnight ...../...../..... to 12 midnight ...../...../.....

**PROPOSED WATER SUPPLY** :  Rainwater  Townwater  Other (please advise)

(State if other) : .....

**PROPOSED GARBAGE DISPOSAL** :  Disposal at approved Waste Facility (Location)

Other - Please specify: .....

**PROPOSED SANITATION** :  Portable WC  Septic (On-site Sewage Management System)

Other (please advise) .....

**OTHER INFORMATION** : (Building Application, etc). .....

Receipt No. ....  
Amount: ....  
Date: .....

Signature of Applicant: .....

Date of Application: .....

**Privacy Statement:**

The information provided in this form may constitute personal information as defined in the Privacy and Personal Information Protection Act 1998. Council is collecting this information so that it can consider matters in relation to dealing with your application. The information may be made available to other parties where such access is in accordance with relevant legislation, regulation or policy. The submission of personal information in this case is voluntary and if not provided (wholly or in part) may affect or prevent consideration of the matter by Council. Council is to be regarded as the agency that holds the information, which will ultimately be stored in Council's records system. You may make application for access or amendment to information held by Council and you may also request that Council suppress your personal information from a public register. Enquiries concerning this matter can be addressed to Council's Privacy Contact Officer.

**Name of Policy:**                                **Camping on Private Land**

**Objective:**

Council seeks to enable landowners to use their land for private camping, but also seeks to ensure communal hygiene and to preserve the amenity of landowners, householders and the public generally.

**Scope:**

This Policy extends to **any** form of camping (defined as staying or lodging overnight) using any of but not limited to tents, caravans, moveable dwellings, panel vans, buses, kombi vans, camper trailers, motorhomes or the like. The use of the term 'caravan' in this policy is to be taken to refer to any of the forms of camping previously outlined and is not limited to those forms. It covers all privately owned land, whether vacant or built upon, within the Great Lakes Local Government Area.

**Requirements:**

1. Council does **not** permit the permanent siting of structures including but not limited to caravans, tents, moveable dwellings, buses etc on land which is not built upon.
2. Camping on Council controlled public lands, (eg public reserves, beaches, dunes, foreshore reserves along the ocean, Port Stephens, lakes and rivers etc.) is **not** permitted at any time and contravention of this requirement may lead to prosecution.
3. Camping is **not** permitted on private land, whether vacant or built upon, unless a permit is obtained from Council **beforehand**, or the exception outlined below is applicable.
4. A Camping Permit will not be issued unless the applicant:
  - (a) provides an adequate water supply to the property (to be connected to the town water supply if available); and
  - (b) provides sanitation disposal to the satisfaction of Council's Environmental Services Section.
  - (c) provides garbage disposal to the satisfaction of the Council's Environmental Services Section.
5. A Camping Permit will only be issued to allow camping by the land owner and/or his/her immediate family and will be conditioned to ensure the removal of all structures including caravans from the site at the expiration of each stay. For the purposes of this policy "immediate family" is defined to include spouse/partner (de facto, life, same sex), children of owner and spouse/partner and parents of owner and spouse/partner or any other person approved by the General Manager after consideration of an application.
6. No more than one tent or caravan will be allowed on the site at any one time.
7. Camping for building purposes is not permitted on land within Forster and Tuncurry which is zoned for residential, commercial and industrial purposes. This prohibition does not include rural residential subdivisions within that area.
8. Council may issue the following Camping Permit upon receipt of the duly completed application form and the payment of the prescribed fee under the following circumstances:

**Vacant Privately Owned Land (Excluding Forster and Tuncurry)**

One tent or caravan for owner's use or that of his/her immediate family:

- (a) holiday purposes - up to sixty (60) days in any one year. This can be taken as one block or in a number of separate instances with dates of proposed occupation to be advised to Council prior to the visit;
- (b) building purposes - after the issue by Council of a Construction Certificate and subject to the actual commencement of building works on the property - up to six (6) months in any one year during construction of the building (except Forster and Tuncurry - see point 7 above); and
- (c) special purposes - upon application to be assessed by Council.

Permit and duration may be issued at the discretion of Council.

**Camping in Other Areas:**

The Great Lakes area contains large areas controlled by other authorities which have their own respective policies. Members of the public should contact these authorities to determine whether approvals etc are required.

The authorities may include:

National Parks & Wildlife Service  
State Forests  
Land & Property Management Authority

**Exception:**

A permit is not required to place **one** caravan or bus only on land where there is an approved dwelling and the caravan/bus is for the use of the property owner's immediate family and the caravan is not occupied for more than sixty (60) days in any one year. The caravan/bus is not to be leased, rented or sub-let.