

# Application for Occupation of a Temporary Home

*Mackay Regional Council Local Law No. 1 (Administration) 2011 and  
Subordinate Local Law No. 1.3 (Establishment of Occupation of a Temporary Home) 2011*

In order for your application to be assessed you must complete all sections of this form, provide all supporting information and pay the relevant fee.

## SECTION A

### APPLICANT DETAILS

Full Name of Applicant/s

Applicant/s Postal Address

Business Phone

Fax

After Hours Phone

Email Address

Address of Proposed Temporary Home

Real Property Description

## SECTION B

Landowner consent is required if the applicant is not the owner

### CONSENTS (LANDOWNER)

Name of Landowner

Signature of Landowner

## SECTION C

(Note: The maximum time granted for an approval is 18 months. An approval cannot be renewed)

### OPERATION DETAILS

Length of time for which approval is required:

List the name/s of each person who is to occupy the temporary home:

Provide details/access to each of the following:-

Toilet

Laundry

Bathing

Water Storage

Refuse Facilities

## SECTION D

### ATTACHMENTS

You must provide:

1. A drawing showing design and dimensions of the proposed temporary home.
2. Details of the material out of which the temporary home (or is to be) constructed and other structural details of the temporary home.

**SECTION D**  
(continued)

3. Layout of the property identifying the proposed location of the temporary home.
4. If a permanent residence or permanent structure is proposed to be constructed on the land the subject of the application, a copy of the development approval for the permanent residence or permanent structure.
5. If the applicant or another person is to live on site during construction of a permanent residence or permanent structure on the land—an independent itemised valuation of the construction cost (of both the proposed temporary home and the permanent residence or permanent structure) including an itemised valuation based on recognised current building industry rates covering all areas that are applicable to the construction of the temporary home and the permanent residence or permanent structure including, without limitation, the outstanding cost of purchase of the land, the cost of construction of the proposed temporary home and the cost of construction of the proposed permanent residence or permanent structure.
6. Proof that the financial resources of the applicant are such that the applicant is capable of funding the construction of the temporary home and the permanent residence or permanent structure.
7. If the applicant is an owner/builder—verification that the cash flow of the applicant will be sufficient to fund the construction of each of the temporary home and the permanent residence or permanent structure.
8. If the applicant is an owner/builder—evidence that the applicant is registered as an owner/builder with the Queensland Building Services Authority.
9. A progress chart or similar timetable showing significant milestones during the process of construction of each of the temporary home and the permanent residence or permanent structure so as to enable the term of the proposed approval to be fixed by the local government.
10. Evidence that approvals have been obtained for each of town planning, building and plumbing as required. If you believe that any or all of these approvals are not required to support this application, you must provide appropriate evidence (eg written evidence in support of your claim).

**SECTION E**

**APPLICANT CONSENT**

I declare the information provided in this application to be true and correct.

Signature

Date

Mackay Regional Council is collecting this information in order to process your Application. If required, Council may provide your details to a collection agency that has been employed by Council for the recovery of unpaid fees. In all other circumstances, this information will only be disclosed to a third party with your written authorisation or as required by law.

**Office Use Only**

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