

Camping on Private Property Application Form

Fees

See the Fees and Charges Sheet and enter the total amount here:

\$ _____

Pursuant to Clause 39 of South Gippsland Shire Council's General Local Law 2024 and the [Camping on Private Property Code of Practice 2024](#).

Camping on private property is permitted for a cumulative period of not more than three months total within any 12-month period. To camp for a period longer than this, a permit must be obtained.

All applications will be inspected by a Community Safety Officer to ensure compliance prior to an invoice being issued.

APPLICANT DETAILS

Full Name of Applicant: _____

Residential Address: _____

Postal Address (if different to above): _____

Best Contact Number: _____ Email Address: _____

LOCATION DETAILS

Address Where Permit is Being Applied For (if different to above):

Type of Camping:

- Land with existing dwelling.
- Vacant land.
- Building works underway.

Are you the owner of the property? Yes No

If you are not the property owner, signed consent from each property owner as listed on the rates notice must be attached to this application.

How long are you wanting to camp at the location: _____

How many camping structures are you erecting: _____

A Site Plan showing the position of all existing dwellings and structures, any direct neighbour's dwellings and structures, all camping structures, and the distance between the proposed camping structures and all roads and road reserves must be attached to this application.

South Gippsland Shire Council's Environmental Health team may contact you for further information regarding your wastewater disposal system.

PERMIT DETAILS

Please complete the sections below that relate to your application.

Land with Existing Dwelling

Do you have access to the bathroom, toilet and laundry in the dwelling?

Yes No

Do you have access to the kitchen in the dwelling?

Yes No

If you are generating wastewater from your camping structure, how is this being disposed of?

How is your litter being disposed of? _____

Vacant Land

How is your wastewater being collected and disposed of?

How is your litter being collected and disposed of? _____

Building Works Underway

Planning Permit Number: _____ Date of Issue: _____

Building Permit Number: _____ Date of Issue: _____

Proposed Building Commencement Date: _____

Proposed Building Conclusion Date: _____

How is your wastewater being collected and disposed of?

How is your litter being collected and disposed of? _____

If you are using a generator, how is it powered and where will it be placed to ensure no negative effects to neighbours? _____

PRIVACY STATEMENT AND DECLARATION

I acknowledge South Gippsland Shire Council's primary purpose of collecting personal information within this Camping on Private Property Application Form will be used to complete my request. Failure to provide correct details may result in Council being unable to process my request. All personal information provided in this form will be managed in accordance with the *Privacy and Data Protection Act 2014*.

I declare that the information provided in this form is true and completed to the best of my knowledge. This application forms a legal document and penalties exist for providing false or misleading information. I confirm that I have read and understand the requirements of the Camping on Private Property Code of Practice 2024. I understand that inspections will be undertaken by the Community Safety team prior to the issuing of a permit, as well as periodically during the life of the permit to ensure ongoing compliance. I understand that, if approved, the applicable fees will need to be paid before the permit is issued. I understand that my permit may be revoked if I fail to comply. I also understand that infringements may be issued for failing to obtain a permit, or for non-compliance with a permit or Notice to Comply.

Please sign and date below to state you understand the above.

Applicant Signature: _____ Date: _____

Applicant Full Name: _____

HOW TO RETURN YOUR FORM



Via Post to:
Community Safety
South Gippsland Shire Council
Private Bag 4
Leongatha VIC 3953



Via Email: council@southgippsland.vic.gov.au



In Person at **9 Smith Street, Leongatha** or
15 Little Commercial Street, Korumburra



South Gippsland
Shire Council