

Port Macquarie-Hastings Council
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FORM DE131A

pmhc.nsw.gov.au

Application to Install Manufactured Home, Moveable Dwelling or Associated Structure

Under Section 68, Local Government Act 1993

NOTE: Prior Development consent or evidence of Dwelling Entitlement is required prior to making application.

PROPERTY DETAILS				
Lot		DP		Address
Park Name				
DWELLING SITE DETAILS				
Sites applied for:				
OWNERS AGREEMENT				
Owner(s) Name (s)			Owner(s) Signature(s)/Company Stamp	
Address				
Postcode		Date		
APPLICANTS DETAILS				
Are you the Owner?		Owner's Agent?		Other (please specify)
Name				
Address			Phone	
			Email	
Signature			Date	

Please refer to the following checklists (A, B or C) and provide the documents that will enable assessment of your application. The clauses referred to can be found in the Local Government (Manufactured Home Estate, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
http://www.austlii.edu.au/au/legis/nsw/num_reg/lghepcgamdr20052005486946.pdf

FEE DETAILS (Cashier Code 10)

Date:	Receipt No:	Amount:
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Checklist A

INSTALL MANUFACTURED HOME IN A MANUFACTURED HOME ESTATE

REQUIREMENT	ACTION	Y/N
1. Is the land flood prone?	If yes, plans to specify the Finished Floor Level (FFL) of the completed Dwelling to Australian Height Datum (AHD). Alternatively survey report is to be furnished.	
2. Is land bushfire prone?	If yes, Certification is to be submitted to confirm that the completed dwelling conforms to the required BAL rating.	
3. BAL certification required/provided	As above	
4. Have Section 94 Contributions been paid	Copy of receipt to be furnished to confirm payment.	
5. Section 68 for water, sewer, stormwater required/issued	Certificate of Compliance is to be submitted.	
6. Plumbing and drainage completed	Certificate of Compliance and Work as Executed Plans to be submitted.	
7. Compliance with Regulations		
<ul style="list-style-type: none"> Plans/specifications provided and adequate (cl.39) 	Certificate of Compliance is to be submitted.	
<ul style="list-style-type: none"> Installation on dwelling site only (cl.40) 	Home to be installed on manufactured home estate or on dwelling site.	
<ul style="list-style-type: none"> Constructed offsite (cl.41) 	Verification is to be submitted from Builder or Engineer to confirm that each major section of home has been constructed, assembled and transported to the site from a place of manufacture outside the site or manufactured home estate.	
<ul style="list-style-type: none"> Services available (cl.42) 	Verification is to be submitted from Builder to confirm that all requirements of Division 3 have been met.	
<ul style="list-style-type: none"> Density (cl.43) 	Dimensioned plans drawn to scale are to be submitted to verify compliance.	
<ul style="list-style-type: none"> Setbacks to MHE's (cl.44) 	As above	
<ul style="list-style-type: none"> Site coverage (cl.45) 	As above	
<ul style="list-style-type: none"> Min. Open Space (cl.46) 	As above	
<ul style="list-style-type: none"> Site boundary arrangements (cl.47) 	As above	
<ul style="list-style-type: none"> Garages (cl.48) 	As above	
<ul style="list-style-type: none"> Carports (cl.49) 	As above	
<ul style="list-style-type: none"> Associated structures not to contain habitable areas (cl.50) 	As above	
<ul style="list-style-type: none"> Structurally sound (cl.51) 	Certification to be provided by Structural Engineer.	
<ul style="list-style-type: none"> Design wind speed (cl.52) 	Certification to be provided by Structural Engineer.	
<ul style="list-style-type: none"> Floor area of MHE (cl.53) 	Dimensioned plans drawn to scale are to be submitted to verify compliance.	
<ul style="list-style-type: none"> Floor area of certain rooms (cl.54) 	As above	
<ul style="list-style-type: none"> Ceiling height (cl.55) 	As above	
<ul style="list-style-type: none"> Separation of kitchen (cl.56) 	As above	
<ul style="list-style-type: none"> Light and ventilation (cl.57) 	As above	
<ul style="list-style-type: none"> Termite shields (cl.58) 	Certificate to be submitted to verify compliance.	
<ul style="list-style-type: none"> Glazing (cl.59) 	As above	

• External waterproofing (cl.60)	As above	
• Internal waterproofing (cl.61)	As above	
• Plumbing and Drainage (cl.62)	As above	
• Electrical wiring (cl.63)	As above	
• Smoke Alarms (cl.64)	Certificate to be submitted to verify compliance.	
• Footings (cl.65)	Certification to be provided by Structural Engineer.	
• Install complies with specifications (cl.66)	Certification to be provided by Structural Engineer.	
• Compliance plate (cl.67)	Evidence of installation of compliance plate is to be provided.	
• Notice of completion of installation (cl.68)	Notice of completion must indicate the site identifier of the dwelling, details of the compliance plate, copies of the Engineers Certificate for the manufactured home associated structure and fully dimensioned plans.	

Checklist B

INSTALL MANUFACTURED HOME IN A CARAVAN PARK/CAMPING GROUND

REQUIREMENT	ACTION	Y/N
1. Is the land flood prone?	If yes, plans to specify the Finished Floor Level (FFL) of the completed Dwelling to Australian Height Datum (AHD). Alternatively survey report is to be furnished.	
2. Is land bushfire prone?	If yes, Certification is to be submitted to confirm that the completed dwelling conforms to the required BAL rating.	
3. BAL certification required/provided	As above	
4. Have Section 94 Contributions been paid	Copy of receipt to be furnished to confirm payment.	
5. Section 68 for water, sewer, stormwater required/issued	Certificate of Compliance is to be submitted.	
6. Plumbing and drainage completed	Certificate of Compliance and Work as Executed Plans to be submitted.	
7. Structure is single storey		
8. Compliance with Regulations		
• Plans/specifications provided and adequate (cl.133)	Certificate of Compliance is to be submitted.	
• Installation on dwelling site only (cl.134)	Home to be installed on manufactured home estate or on dwelling site.	
• Constructed offsite (cl.135)	Verification is to be submitted from Builder or Engineer to confirm that each major section of home has been constructed, assembled and transported to the site from a place of manufacture outside the site or manufactured home estate.	
• Services available (cl.136)	Verification is to be submitted from Builder to confirm that all requirements of Division 3 have been met.	
• One home per site (cl.137)		
• Setbacks to relocatable homes/structures (cl.138)	Dimensioned plans drawn to scale are to be submitted to verify compliance.	
• Site coverage (cl.139)	As above	
• Garages (cl.140)	As above	
• Carports (cl.141)	As above	

<ul style="list-style-type: none"> Associated structures not to contain habitable areas (cl.142) 	As above	
<ul style="list-style-type: none"> Structurally sound (cl.143) 	Certification to be provided by Structural Engineer.	
<ul style="list-style-type: none"> Design wind speed (cl.144) 	Certification to be provided by Structural Engineer.	
<ul style="list-style-type: none"> Floor area of relocatable home (cl.145) 	Dimensioned plans drawn to scale are to be submitted to verify compliance.	
<ul style="list-style-type: none"> Floor area of certain rooms (cl.146) 	As above	
<ul style="list-style-type: none"> Ceiling height (cl.147) 	As above	
<ul style="list-style-type: none"> Separation of kitchen (cl.148) 	As above	
<ul style="list-style-type: none"> Light and ventilation (cl.149) 	As above	
<ul style="list-style-type: none"> Termite shields (cl.150) 	Certificate to be submitted to verify compliance.	
<ul style="list-style-type: none"> Glazing (cl.151) 	As above	
<ul style="list-style-type: none"> External waterproofing (cl.152) 	As above	
<ul style="list-style-type: none"> Internal waterproofing (cl.153) 	As above	
<ul style="list-style-type: none"> Plumbing and Drainage (cl.154) 	As above	
<ul style="list-style-type: none"> Electrical wiring (cl.155) 	As above	
<ul style="list-style-type: none"> Smoke Alarms (cl.156) 	Certificate to be submitted to verify compliance.	
<ul style="list-style-type: none"> Footings (cl.157) 	Certification to be provided by Structural Engineer.	
<ul style="list-style-type: none"> Install complies with specifications (cl.158) 	Certification to be provided by Structural Engineer.	
<ul style="list-style-type: none"> Compliance plate (cl.159) 	Evidence of installation of compliance plate is to be provided.	
<ul style="list-style-type: none"> Notice of completion installation (cl.160) 	Notice of completion must indicate the site identifier of the dwelling, details of the compliance plate, copies of the Engineers Certificate for the manufactured home, associated structure and fully dimensioned plans.	

Checklist C

INSTALL MANUFACTURED HOME ELSEWHERE THAN IN CARAVAN PARK OR CAMPING GROUND

The Requirements for this type of Manufactured Home installation are identified in Checklist B above, with the exception of Clauses 133 to 136 under 8. Compliance with Regulations.