



Central Coast
Holiday Parks

Norah Head Holiday Park Long Term Casual Park Rules

These park rules for Casual Occupants form part of the Occupancy Agreement. These rules relate to the use, enjoyment, control and management of the holiday park. They apply to occupants (including their guests, visitors and invitees) when they are on the holiday park, including any area administered or cared for by the park owner.

These rules are designed for the safety and protection of occupants and for the protection of property.

1 OCCUPATIONAL HEALTH AND SAFETY (OHS)

1. Occupants must comply with any directions of the park owner in relation to compliance with the Occupational health and Safety Act 2000 and the Occupational Health and Safety Regulation 2001.
2. Any installation, alteration, addition, or repair of the occupants dwelling may only be undertaken by a licensed tradesman.
3. Occupants must ensure that no tradesperson enters the holiday park until that person has provided license, public liability and workers compensation insurance details to the park owner, and until the park owner is satisfied that the person is familiar with any relevant OHS requirements applicable to the park.

2 COURTEOUS AND CONSIDERATE MANNER

1. The Occupant should act in a courteous and considerate manner towards the park owner, the park manager and their respective employees or contractors and other occupants and guests of the park.
2. The park owner, the park manager and their respective employees or contractors should act in a courteous and considerate manner towards occupants and guests of the park.

3 PROBLEMS/CONCERNS

Please notify Park Management of concerns at the time of the problem, they will endeavour to rectify the situation; therefore ensuring your stay a positive one

4 NOISE

The peaceful enjoyment of our park and its facilities by all patrons and visitors is important to us. Please assist by being considerate to your neighbours and restrict noise from radios, televisions and social gatherings after 10pm at night and before 6am.

5 BIKES, SKATEBOARDS, SCOOTERS, ROLLER BLADES AND OTHER RECREATIONAL EQUIPMENT

Park Patrons are responsible for their children at all times. Bikes, skateboards, scooters and roller skates/blades must be ridden with extreme care.

1. No riding around amenity blocks, laundries, boom gate, office, camp kitchen or barbecue areas at any time.
2. Speed limit and other road signs must be obeyed at all times.
3. As requested by law bike helmets must be worn
4. No riding after the street lights are on at night

The park owner may confiscate any bikes, skateboards, scooters, or roller skates/blades or any other recreational equipment used by the occupant or the occupant's family, visitors, or guests, if in the opinion of the park owner.

1. The equipment is being used in a manner that is dangerous for the user of other park users or both; or
 2. The use is not in accordance with the park rules for casual occupants; or
 3. The use is such as to cause a nuisance; or
 4. The equipment is being used in areas where the use is not permitted.
1. The park owner will return any equipment that has been confiscated under this clause within 36 hours of the time the equipment was confiscated.
 2. Confiscation under this rule does not limit the park owners other rights under the occupation agreement.

6 CHILDREN

The park and its facilities are provided for the enjoyment of you and your children. The supervision of your children is important for their safety and so they are not a nuisance or danger to themselves or others. Children under 12 years of age must be accompanied by an adult when visiting the showers, toilets and recreational facilities.

7 SECURING YOUR SITE

While Park Management does their best to ensure a safe and secure environment, it is recommended that patrons take the precaution of securing items of value left outside their van during the day and overnight.

8 CRIMINAL ACTIVITIES

Occupants must not offend against the law at the park or use the dwelling unit for the furtherance of any criminal activity.

1. VANDALISM

Occupants must not commit any acts of vandalism

2. FIREARMS

Occupants must not carry any firearm or any other weapon at the park.

3. UNLAWFUL DRUGS

Occupants must not use, or be under the influence of, any unlawful drugs or substances

4. ANTISOCIAL BEHAVIOUR

Occupants must not undertake, participate or be involved in any antisocial behaviour.

5. NOT CARRY OUT TRADE OR BUSINESS

Occupants must not carry on any trade or business in the park

9 PETS

One mild mannered dog is welcome. Your dog must be kept on a leash and you are responsible for them at all times. Dogs are not permitted in amenities, camp kitchens and recreational facilities. Owners please clean up after your dog. Park management have the discretion to approve additional dogs, however this option is unavailable during the following peak periods, 24 December thru to 31 January, school holidays, long weekends and public holidays. Occupants must not keep or care for any dogs on the site or in a dwelling, except with the prior written permission of the park owner.

10 VEHICLES AND PARKING

1. Please ask your visitors to park their vehicles outside of the park, as only one vehicle per site is permitted. No vehicle is to be parked on roadways, walkways, reserve or other patron's site within the park.
2. Occupants must not use any vehicle in any way that is dangerous to other occupants and persons lawfully on the park, or in a manner that may cause damage to their property.
3. Occupants must not allow any vehicles owned by or in the custody or control of the occupant (including guests and visitors) to be driven or used on the park;
 1. At a speed in excess of 10kph (Walking Pace)
 2. By an unlicensed driver, including a learner driver
 3. To give driving lessons in the park
 4. For "joy riding" on the park
 5. For the repair or servicing of any vehicle, except in any area designated from time to time by the park owner
 6. Where the driver or passenger(s) is not wholly within the vehicle.
4. Occupants may only keep or use registered and roadworthy vehicles on the park.
5. Occupants must comply within 24 hours of being told by the park owner to remove from the park any vehicle or motorcycle or similar which makes excessive noise.
6. Occupants must not allow any vehicle, boat or trailer to be parked on any road in the park.
7. Occupants must park any vehicle, boat or trailer on the site.

8. Where there is no room to park either on the site or in the parking areas within the park, the boat or trailer must be removed from the park immediately.

11 STORAGE OF GOODS ON THE SITE

1. Occupants must not store materials of any kind on the site or the moveable dwelling or any associated structure that are not for normal domestic use.
2. Occupants must not store any flammable liquids or chemicals.
3. Occupants must ensure that goods stored on the site or in the moveable dwelling or associated structures do not create a health or fire risk.
4. Occupants must ensure that no goods of any type remain outside the dwelling when the occupant is not in residence in the park.
5. Occupants must ensure that any goods left on the site while the occupant is in residence, such as bikes, barbecues, are locked or secured.

12 POOL

For the comfort and safety of all our patrons please abide by the pool guidelines, rules and restrictions:-

1. A person who is not a competent swimmer may not enter the pool unless accompanied by a competent adult.
2. Children under the age of 12 must not be in the pool enclosure unless accompanied by an adult who is a competent swimmer.
3. Unless closed for maintenance, pool hours are from 8am to 8pm unless otherwise posted on the pool gate.
4. Running, Bombing, Diving, Pushing and Dunking are not permitted in the pool enclosure.
5. No alcohol or food may be taken into, or consumed, in the pool enclosure.
6. Glass may not be taken into the pool enclosure.

13 STRUCTURES

All structures (including the moveable dwelling, relocatable homes and associated structures) shall;

Only structures that are attached to the on-site van will be permitted. Free standing structures such as aviaries, aeries, satellite dishes, gazebo's and garden lockers are not permitted.

Storage boxes are permitted under strict conditions and only with the park owner's permission.

Storage boxes can be installed on the decking and cannot exceed 2.4m in length and 450mm in width and height.

The policy operating in the Park is to allow only suitable licensed tradesman or recognised installers to carry out any **NEW** building work. This is to ensure that structures are constructed to a tradesman manner and that insurance requirements are in place. Licensed tradesmen of recognised installers are to be inducted to the site and are required to log in and out of

the Holiday Park via the Holiday Park reception, also provide reception staff with evidence in relation to their public liability and liability insurance and trade certificate. New building works is any works that increases the existing area of the moveable dwelling or is built on an existing structure.

Any maintenance work to existing structures with the exception of electrical and plumbing (which must be licensed tradesman) may be carried out by the occupant. Park Management is to be advised of any maintenance activities prior to the commencement of the works. Any works may result in Council ordering rectification or removal of the non-conforming works. Internal works that may result in noise and adverse impact of neighbours or adjacent moveable dwellings requires concurrence of the Park management. The occupant is to ensure the work site is kept safe and work practices comply with OH&S regulations and legislation.

Be enclosed around the base of the dwelling and associated structures with treated pine decking or manufacturing skirting to prevent or discourage nesting of pests. No other material is permitted without Park Managements approval.

Cladding is allowed provided the cladding is adhered directly to the van and in the form/shape of the original van. The cladding must clearly distinguish a van and associated structure (annexe).

"A" Frame roofing is not permitted

14 FIRE EQUIPMENT AND CONTROL

A moveable dwelling must be equipped with automatic fire detection and alarm system. Patrons are to provide original receipts for fire equipment purchases and a statutory declaration every twelve months after stating moveable dwelling has required fire equipment in a condition that complies with the Australian Standards.

1. Patrons are to ensure that an appropriate dry chemical extinguisher of minimum 1kg capacity is provided in a readily accessible position in the case of fire.
2. All on-site moveable dwellings must be fitted with a smoke alarm and fire blanket.
3. Patrons must ensure they have sufficient knowledge of any fire equipment to ensure they react appropriately in an emergency situation.

15 MAINTENANCE AND RUBBISH REMOVAL GARBAGE

Occupants must comply with any instruction given by the park owner for the disposal of garbage, including any instruction regarding separation and packaging of garbage to enable optimum environmental outcomes.

Occupants shall ensure that;

1. All structures including the dwelling are in a condition that is safe and healthy to use.
2. At no time is anything to be stored on top or under vans.
3. No personal belongings, items or furniture to be stored on grounds, patios or verandas whilst the van is unoccupied. Furniture and other items left on patios or verandas are also to be neat and tidy when the van is occupied

4. Prior written approval must be given by Park management to store large BBQ's, outdoor furniture whilst the moveable dwelling is unoccupied.
5. No accumulation of rubbish and unwanted goods occurs; and
6. No storage of motor vehicles that are unregistered or in a state of disrepair etc. occurs.
7. Any item/material that cannot fit into a 20ltr drum/bucket cannot be placed in the Holiday parks bins. Furniture, whitegoods, building materials, bikes, gas bottles and furnishings must be removed from the park by the moveable dwellings owner.

16 DWELLINGS

All dwellings installed in the park are subject to the following conditions;

1. The dwelling is to be presented in a neat and tidy condition and be well maintained.
2. Colour and paintwork of the dwelling and associated structures is to be in accordance with the original manufactured colour scheme. Should a patron desire a colour scheme substantially different to the original the approval of Park Management is required.

17 VERANDAS AND AWNINGS

Verandas and awnings are permitted with Council Approval under the following conditions;

1. All structures must comply with any requirements under the Local Government Regulations;
2. The occupant will not attach any fixture or renovate, alter or add to the moveable dwelling or the site without the park owner's prior written permission.
3. Verandas, awning and decking's should not exceed the overall width of the caravan and annexe, or have a depth of more than 2.4 metres.
4. Only one veranda and awning or one decking and awning per site (erected at front, back or side of the dwelling), with each application considered on its merit.

18 ANNEXE

The design, construction and installation of annexes shall;

1. Be constructed of insulated aluminium panelling;
2. Have a colour along the lines of and similar to the colour scheme (paintwork) of the dwelling. Any change to the colour of the annex (or dwelling) requires Park Management approval.

19 FLYOVERS AND TROPICAL ROOFS

Flyovers and Tropical roofs are permitted with Council Approval under the following conditions;

1. They must be constructed of only certified aluminium or steel sandwich panelling
2. They must be constructed only of new materials
3. The maximum width is that of the caravan, plus 150mm on either side
4. The area covered must not exceed the length of the dwelling
5. Be restrained in accordance with the specifications of a practicing structural engineer to withstand the wind forces applicable to the terrain category in which the dwelling site is located.
6. Flyovers and Tropical roofs are not to be used for storage

20 DRIVEWAYS (PARKING PADS) AND PAVING

Driveways are not permitted. Paving no wider than one metre is permitted around the moveable dwelling with Council approval. Paving is to be removed from the site and replaced with grass by the occupant when the moveable dwelling is required to be moved off-site.

21 LANDSCAPING

Landscaping is not permitted. This is to ensure lawn maintenance is not impacted and that the visual appearance of the Holiday Park is maintained. All existing trees, including mature and juvenile trees planted by Park Management or Council, shall not to be pruned, altered, removed or knowingly damaged in any way. It is the responsibility of each moveable dwelling owner to maintain their van in order to protect it from the effects of the surrounding environmental impacts, including those caused by nearby vegetation.

22 FENCING

No boundary fencing including lattice structures or the like is permitted.

23 CLOTHESLINES

Clotheslines are permitted with Park Management approval providing;

1. The clothesline is of a fold-up nature and affixed or erected adjacent to the side or rear of the dwelling or within 30cm of the dwelling.
2. The clothesline is located so as not to overlap any site boundary when in use.
3. The clothesline is to be folded up (closed) at night times and when not in use
4. The clothesline is well presented, in good condition and not rusty.

24 GARAGES, CARPORTS AND CAR SPACES

1. Garages and Carports and not permitted.
2. A car parking space must be provided and accessible with a minimum size of 6 metres by 3 metres.

25 BOATS AND TRAILERS

1. Storage of boats and trailers during periods of when site is unoccupied is **NOT** permitted. During periods of occupancy, the storage of boats and trailers **IS** permitted provided that they are stored totally within the confines of the designated site and do not encroach onto adjoining sites or cause a nuisance to other park patrons. Under and surrounding grass must be maintained by the occupant during this period. Any boat or trailer must be stored in a stable position, registered and not in a state of disrepair.
2. No responsibility will be accepted by the park or Council for damage, theft or any other costs whatsoever.

26 SUBMISSIONS AND APPROVALS

Residents are required before the construction, use, etc. to;

1. All structures must comply with any requirements under the Local Government Regulations;
2. Make application for approval of Park management (This does not constitute building approval if required, as is the case with any works that require plumbing and a section 68 form completed).
3. Prepare drawings and specifications to indicate their proposal.
4. Wyong Shire Council's development approval for building works, plumbing and drainage works is required for any works undertaken at the park.

27 NON COMPLIANCE

1. Where a site becomes non-compliant with these requirements, the storage van owner will be informed so in writing and be given two calendar months to remove or rectify the non-compliant structures. Failure to do so within this time frame will result in the occupation agreement to be revoked and the storage van owner will be required to remove dwelling, annex and any other associated structures from the site.
2. Failure to comply with these requirements will result in the same conditions of notice to vacate.

28 CHECK IN

Please check-in on arrival or by 11am the next day if arriving after hours.

29 EMERGENCY PROCEDURES

1. All persons occupying the dwellings/sites at the Central Coast Holiday Parks must comply with the parks safety and emergency procedures, and
2. Register at the park office upon first arrival and final departure at your holiday van at each stay. Should this be after office hours, you are to telephone the office during office hours and advise the park manager of your estimated time of arrival or alternatively register at the park office by 11am the next day.
3. All residents and guests must be familiar with the current Emergency Evacuation Procedures of the park.