

# CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

## PARTICULARS TO BE GIVEN BY AN APPLICANT FOR A SITE LICENCE UNDER PART 1

<p>1. Name and Address of Applicant -</p>	<p>Surname .....</p> <p>Other Names ..... (Mr/Mrs/Ms)</p> <p>Postal Address .....</p> <p style="text-align: center;">.....</p> <p>Telephone Number .....</p>
<p>2. Is the applicant the occupier of the site [Note 1]? State applicant's interest in land (e.g. owner or tenant) and give particulars of lease or tenancy, if any.</p>	
<p>3. Location and description of site for which licence is required.</p>	
<p>4. Acreage of site.</p>	
<p>5. Has the applicant held a site licence which has been revoked at any time in the last three years?</p>	
<p>6. State type of caravan site for which licence is required:</p>	<p>* Residential</p> <p>* Holiday, between the following dates in each year:</p> <p style="text-align: center;">.....</p> <p>* Touring caravans only, between the following dates in each year:</p> <p style="text-align: center;">.....</p>
<p>7. State the maximum number of caravans proposed to be stationed at any one time for the purposes of human habitation.</p>	
<p>8. A lay-out plan of the site to a scale approved by the local authority should be attached [Note 2] showing the boundaries of the site, the positions of caravan standings and (where appropriate) –</p> <p>Roads and footpaths [Showing in particular the form and construction of any new access to the site]. Toilet blocks showing sanitary facilities, wash hand basins, baths, showers and laundry facilities. Stores and other buildings Foul and surface water drainage Water supply Fire precautions Car parking space Planting of trees and bushes for amenity purposes Site lighting [Note 3]</p>	

\* Delete as appropriate

9. Give details of the arrangements for refuse and where not shown on the plan, for sewage and waste water disposal, litter collection and disposal.	
10. Has planning permission for the site been obtained from the planning authority? [Note 4.]	* If so, state (i) Date of permission: ..... (ii) Date (if any) on which permission will expire: ..... * If not, has permission been applied for? .....
11. What arrangements, if any, are proposed for the management of the site?	
12. Does the applicant propose to permit on the site any tents or other structures for human habitation?  If so, give details	
FOR CARAVAN SITES ALREADY IN USE ON OR BEFORE 9 <sup>TH</sup> MARCH 1960, WITHOUT PLANNING PERMISSION FROM THE PLANNING AUTHORITY	
13. Is it claimed that the site has existing use rights and does not require planning permission?  If so, state the facts on which the claim is based.	
14. Was the site in use as a caravan site for the purposes of human habitation ?	* (a) on 9 <sup>th</sup> March, 1960?..... * (b) on 29 <sup>th</sup> August, 1960? ..... * (c) at any other time since 9 <sup>th</sup> March 1958, if so when? .....
Date ..... Signature of Applicant .....  <i>Note 1.</i> 'Occupier' here means the person who is entitled to possession of the site by virtue of an estate or interest therein, e.g. as owner or tenant. Where the site extends to not more than 400 square yards and is let with a view to its use as a caravan site the application should be made by person who would be entitled to possession of the site but for the tenancy.  <i>Note 2.</i> All or any of the particulars under this head may be given in writing but the local authority may, if necessary, require the submission of a plan.  <i>Note 3.</i> In the case of existing sites the plan should show the facilities already available as well as proposals for improvement.  <i>Note 4.</i> A site licence cannot be issued until planning permission has been granted. If the applicant has not already obtained planning permission he may still submit an application for a site licence but a licence cannot be issued until the planning permission has been granted	

\* Delete as appropriate