



**HAMBLETON DISTRICT COUNCIL**

**Environmental Health Service  
Civic centre  
Stone Cross  
Northallerton  
North Yorkshire  
DL6 2UU**

**Caravan Sites and Control of Development Act 1960**

**Conditions for Permanent Residential Sites.**

**Examples include: Park home sites, and individual sites where planning consent has been granted for residential use or have been defined as ‘relevant protected sites’ under the Mobile Homes Act 2013.**

**(For single residential caravan site applications conditions will be determined in agreement with the Council based on the standard below)**

**Site licence and notices.**

1. This licence and associated conditions relate to the site licence application and associated layout plan received on the ..... Any changes to the site layout, facilities or mode / duration of occupation shall not take place without written approval from the Council, following the submission of an amended application form.

**NOTICES**

2. The name of the site shall be displayed on a sign in a prominent position at the entrances to the site together with the name, address and telephone number of the licence holder, manager and emergency contact details and a site plan of roads and pitches marked on.

(If the site has 3 or less units only the name of the site needs to be displayed. Emergency / contact details of the licence holder / manager shall be provided in a format determined by the licensee)

3. In a prominent place on the site the following documents shall be displayed and suitably protected from the weather and from direct sunlight and made available for inspection:
  - A. A copy of the current site licence.
  - B. A copy of the local flood warning system and evacuation procedures, if appropriate.
  - C. A copy of the fire risk assessment made for the site.
  - D. Details of local emergency contacts such as the police, doctors etc.

The following documents shall be made available for viewing:

- E. A copy of the most recent Electrical Installation Condition Report.
- F. A copy of the site owner's certificate of public liability insurance.
- G. The associated site licence conditions and plan.

#### **Site boundaries**

- 4. The boundaries of the site shall be clearly marked for example by fences or hedges.
- 5. No caravan or combustible structure shall be sited nearer than 3 metres to the site boundary or within 2 metres of a road or more than 45 metres from such a road within the site. (Unless an alternative is deemed acceptable by the fire brigade)

#### **Type and occupancy of Caravans**

- 6. All caravans stationed on the site shall be kept weatherproof, in a good state of structural and mechanical repair and in all respects fit for human habitation.
- 7. The Licensee shall be responsible for ensuring that caravans are not permanently occupied by a greater number of persons than the designated number of purpose built bedrooms excluding communal areas.

#### **Site supervision & maintenance.**

- 8. The licensee and/or person appointed by him shall maintain adequate supervision of the caravan site so as to ensure observance of these conditions and the general good conduct of the caravan site.
- 9. The licensee shall ensure that all parts of the caravan site, including any hedges, boundary structures, ditches and shrubberies, are kept in a clean and well maintained condition and free from foul water and unwanted materials so as not to harbour refuse or vermin.
- 10. Grass and vegetation shall be cut and removed at frequent and regular intervals.
- 11. Trees within the site shall (subject to the necessary consents) be maintained.
- 12. If the site is identified on the Environment Agency flood map the applicant shall provide a flood risk assessment detailing the likelihood of flooding, procedures in place, monitoring, alerts and evacuations plan. This scheme shall be submitted to the emergency planning unit at the North Yorkshire County Council.

#### **Density, Spacing and Parking between Caravans**

- 13. Every caravan must, where practicable, be spaced at a distance of no less than 6 metres (the separation distance) from any other caravan.
- 14. Private cars may be parked within the separation distance provided that they do not obstruct entrances to caravans or access around them and they are a minimum of 3 metres from an adjacent caravan.

#### **Awning, porches, storage units**

- 15. A porch attached to the caravan may protrude one metre into the separation distance and must not exceed 2 metres in length and 1 metre in depth. The porch must not exceed the height of the caravan. Where a porch is installed only one door may be permitted at that entrance to the home, either on the porch or on the home.

16. Eaves, drainpipes and bay windows may extend into the separation distance provided the total distance between the extremities of two facing caravans is not less than 5 metres.
17. Any structure including steps, ramps, etc (except a garage or car port), which extends more than 1 metre into the separation distance shall be of non combustible construction. There should be a 4.5 metre clear distance between any such structure and any adjacent caravan.
18. A garage or car port may only be permitted within the separation distance if it is of non-combustible construction.
19. Windows in structures within the separation distance shall not face towards the caravan on either side.
20. Fences and hedges, where allowed and forming the boundary between adjacent caravans, should be a maximum of 1 metre high.

### **Roads, gateways and footways**

21. Roads shall be designed to provide adequate access for emergency vehicles and positioned so that no caravan is more than 45 metres from a road, and routes within the site for such vehicles must be kept clear of obstruction at all times. (Unless an alternative is deemed acceptable by the fire brigade)
22. New roads shall be constructed and laid of suitable bitumen macadam or concrete with a suitable compacted base. (Applicable to all new sites and upgrades)
23. Roads shall not be less than 3.7 metres wide, unless suitable passing places have been provided, or if they form part of a clearly marked one-way traffic system, 3 metres wide. (Unless an alternative is deemed acceptable by the fire brigade)
24. Vehicular access and all gateways to the site must be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. (Unless an alternative is deemed acceptable by the fire brigade)
25. Every caravan shall be connected to a road by a footpath with a hard surface, not less than 0.9 metres wide, which shall be maintained in good condition.(Applicable to all new sites and upgrades)
26. Every road, communal footpath and pavement on the site shall be maintained in a good condition and repair and clear of rubbish.
27. Cable overhangs must meet the statutory requirements.
28. Roads, communal footways and pavements shall be adequately lit between dusk and dawn to allow the safe movement of pedestrians and vehicles around the site during the hours of darkness.
29. Suitably surfaced parking spaces shall be provided for communal vehicular parking to meet the requirements of residents and their visitors.

### **Hard standings**

30. Every unit must stand on a concrete base or hard-standing of suitable material which should extend over the whole area occupied by the unit, and must project a sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely. The hard standings must be constructed to industry guidance, current at the time of siting, taking into account local conditions.

#### **Fire safety**

31. The site owner shall make available for inspection by the Local Authority, the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire safety) Order 2005.
32. Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant Standards and Codes of Practice.
33. Liquefied Petroleum Gas cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency.

#### **Electrical Installations**

34. On the site there shall be installed an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it.
35. The electrical network installations shall be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current regulatory requirements, not less than every 3 years.
36. Any work on electrical installations and appliances shall be carried out only by persons who are competent to do the particular type of work being undertaken, in accordance with current regulatory requirements.

#### **Water Supply**

37. All pitches on the site shall be provided with a piped wholesome water supply sufficient to meet all reasonable demands by site users. Water supplies shall be designed, installed, tested, inspected and maintained in accordance with all current regulatory requirements.

#### **Drainage and Sanitation**

38. Satisfactory provision shall be provided for foul and waste water drainage either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority.
39. All drainage systems shall be designed and constructed in accordance with the Building Regulations in force at the time of installation and; shall be managed and maintained in suitable working condition in accordance with all current regulatory requirements.
40. Surface water drainage shall be provided where appropriate to avoid standing pools of water.

#### **Domestic Refuse Storage & Disposal**

41. Every caravan standing shall have an adequate number of suitable non-combustible refuse bins and/or where communal refuse bins are provided these shall be non-combustible and housed within a properly constructed bin store.

42. Arrangements shall be made for the regular collection of waste from the site and provision made for recycling.

**Communal Recreation Space**

43. On sites where it is practical to do so, suitable space equivalent to about one tenth of the total area of the site shall be allocated for recreational purposes, unless in the local authority's opinion there are adequate recreational facilities within a close proximity to the site.