

Caravan Sites and Control Of Development Act 1960

Mobile Homes Act 2013

**Application for a New Mobile/Park Home/Caravan Site
Licence/Application or to Transfer Existing Caravan Site Licence to
New Owners**

To: East Cambridgeshire District Council

[I] [We] hereby apply for a Licence to use the land described below and shown on the attached plan (*See Note 1 over page*) as a site for mobile/park homes/caravans to be used and laid out as specified below.

<p>1. Name and address of applicant</p> <p>Telephone no :-</p> <p>Mobile number :-</p> <p>Email :-</p>	
<p>2. Applicant's interest in the land. (Give particulars of lease or tenancy, if any.)</p>	
<p>3. Address or description of site for which licence is required.</p>	

4. Acreage of site	
5. Has the applicant held a site licence which has been revoked at any time in the last three years?	
6. State type of mobile/park home/caravan site for which site licence is required:	<p>*Permanent residential</p> <p>* Seasonal, between the following dates in each year</p> <p>.....</p> <p>*For touring homes/caravans only, between the following dates in each year</p> <p>.....</p> <p>*Delete, as appropriate</p>
7. State maximum number of mobile homes/caravans stationed/proposed to be stationed on the site at any one time for the purposes of human habitation.	

8. Give details of the arrangements for:- refuse disposal and for sewage and waste water disposal.

(a) Main water supply
(b) Waste water disposal
(c) Sewage disposal
(d) Refuse disposal

9. Has planning permission for the site has been obtained from the local planning authority?

If so, state:-
(a) Date of permission
(b) Issuing authority
(c) Date (if any) on which permission will expire

If not, has permission been applied for?

FOR CARAVAN SITES ALREADY IN USE ON OR BEFORE 9th MARCH, 1960, WITHOUT PLANNING PERMISSION FROM THE LOCAL PLANNING AUTHORITY

10. Is it claimed that the site has “existing use rights” and does not require permission? If so, state the facts on which the claim is based.

11. Was the site in use as a mobile home/caravan site:-

- (a) on 9th March, 1960?
- (b) on 29th August, 1960?
- (c) at any other time since 9th March, 1958? If so, when?

Signature of Applicant

.....

Name of Applicant (in CAPITALS).....

Date

NOTES- ADDITIONAL ITEMS REQUIRED TO BE SUBMITTED WITH YOUR APPLICATION

- 1. A lay-out plan of the site to a scale of not less than 1/500 is required, showing the boundaries of the site, the position of caravan standings, and (where appropriate) –**

Roads and footpaths	Recreation spaces
Toilet blocks, stores and other buildings	Fire points
Foul and surface water drainage	Parking spaces
Water supply	

It should distinguish between facilities provided and any proposed facilities.

- 2. A Fire Risk Assessment for the site. Under the Regulatory Reform 1990 Act this is a requirement.**
- 3. Provide a copy of your latest electrical test certificate for the shared electrical facilities on the site e.g. the shared electrical to homes/including the supply to street lamps (this should be carried out every 3 years) etc.**
- 4. Provide a copy of your latest fire safety certificate for any safety equipment on site (this should be carried out annually).**

CHECKLIST

- 1. COMPLETED APPLICATION FORM?**
- 2. PLAN?**
- 3. COPY OF ELECTRICAL TEST CERTIFICATE?**
- 4. COPY OF FIRE SAFETY CERTIFICATE?**
- 5. SIGNED BY OWNER?**
- 6. OWNERS' NAME IN CAPITALS?**
- 7. DATED?**