

## Caravan Sites

The Caravan and Control of Development Act 1960 prohibits the use of land as a caravan site unless the occupier holds a site licence issued by the local authority in which the site is located.

There are some exceptions:

- A caravan sited with the curtilage of a dwelling and its use is incidental to the dwelling. This means it cannot be occupied separately;
- A single caravan sited for not more than two consecutive nights for a maximum of 28 days in any 12 months;
- Up to three caravans on a site of not less than five acres for a maximum of 28 days in any 12 months;
- Sites occupied by exempted organisations such as the Caravan Club;
- Sites of up to 5 caravans certified by an exempt organisation that are for members only;
- Sites occupied by the local authority. These are usually gypsy sites;
- Sites for temporary and special purposes such as caravan rallies, agricultural and forestry workers, building and engineering sites and travelling salesmen.

A site for tents only can be used for a maximum of 28 days in any 12 months.

Licence Conditions: Licences have conditions which include, amongst other things:

- The type of caravan, for example, residential, static holiday or touring;
- The permitted density (the number per acre/hectare) and the spacing between caravans;
- Water supply and drainage; lavatory and washing facilities;
- Fire precautions and electrical installations.

If you are a caravan site occupier, you should have a licence already but you should check that your name, the site name and address is correct and up to date. The licence should also correspond with the planning permission for the site. If not, you should return the licence to the local authority for re-issue.

If you have recently become a caravan site occupier/owner/manager, Caravan Site Licences are transferable to a new occupier but the law requires the local authority to give consent for the transfer. You should send the existing licence to the local authority with a request for transfer and it will either be endorsed or re-issued.

You will also need to submit plans for the proposed site, which must be based on a 1/2500 scale Ordnance Survey map:

- The site should be outlined in red;
- If the applicant owns or controls any adjoining land, this area should be shaded in blue;
- The layout plan should show the positions of the facilities as appropriate and should distinguish between those already existing and those proposed.

Please contact us for the current fee.