



Site Licence Conditions for Static Caravans **“Based on Model Standards for Holiday Caravan Sites 1989”**

A: Site boundaries

- i. The boundaries of the site should be clearly marked, for example by fences or hedges. A plan of the site shall be supplied to the local authority on application for a licence, or when there is a material change to the boundaries or layout, or if requested by the authority. The plan must clearly illustrate the layout of the site including all relevant structures, features and facilities on it.

B: Density

- i. The gross density should not exceed 60 caravans to the hectare unless planning permission dictates otherwise.

This is calculated on the basis of the useable area (i.e excluding lakes, roads, communal services and area unsuitable for the sitting of caravans) rather than the total site area.

C: Space between caravans

Subject to the following variations:

- i. The minimum spacing distance between caravans made of aluminium or other materials with similar fire performance properties should not be less than 5 metres between units, 3.5 metres at corners.
- ii. For those with plywood or similar skin it should be not less than 6 metres.
- iii. Where there is a mixture of holiday caravans of aluminium and plywood, the separation distance should be 6 metres and where there is a mixture of permanent residential homes and holiday caravans, the separation distance should again be 6 metres. The point of measurement for porches, awnings etc is the exterior cladding of the caravan.
 - Porches may protrude 1 metre into the 5 metres (6 meters) and should be of the open type.
 - Where awnings are used, the distance between any part of the awning and an adjoining caravan should not be less than 3 metres. They should

not be of the type, which incorporates sleeping accommodation, and they should not face each other or touch.

- Eaves, drainpipes and bay windows may extend into the 5 metre (6 meters) space provided the total distance between the extremities of 2 adjacent units is not less than 4.5 metres.
- Where there are ramps for the disabled, verandas and stairs extending from the unit, they should be 3.5 clear space between them (4.5 metres if mixture of caravans) and such items should not face each other in any space. If they are enclosed, they may need to be considered as part of the unit and, as such, should not intrude into the 5metre (or 6 metre) space.
- A garage, a shed or a covered storage space should be permitted between units only if it is of non-combustible construction. Car ports and covered walkways should in no circumstances be allowed within the 5 metre or 6 metre space.

D: Roads, gateways and footpaths

- i. Roads and footpaths should be designed to provide adequate access for fire appliances.
- ii. Roads of suitable material should be provided so that no caravan standing is more than 50 metres from a road.
- iii. Where the approach to the caravan is across ground that may be difficult or dangerous to negotiate in wet weather, each standing should be connected to a carriageway by a footpath with a hard surface.
- iv. Roads should be not less than 3.7 metres wide, or, if they form part of a clearly marked one way traffic system, 3 metres wide.
- v. Gateways should be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres.
- vi. Footpaths should not be less than 0.75 metres wide.
- vii. Roads should have no overhead cable less than 4.5 metres above the ground.
- viii. Roads and footpaths should be suitably lit.
- ix. Emergency vehicle routes within the site should be kept clear of obstructions at all times.

E. Hard Standings

- i. Every unit must stand on a concrete base or hard-standing of suitable material.
- ii. The base must 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.
- iii. The hard standings must be constructed to the industry guidance, current at the time of sitting, taking into account local conditions.

F: Water supply

- i. All new water supplies shall be in accordance with all current legislation, regulations and relevant British or European Standards.
- ii. All repairs and improvements to water supplies and installations shall be carried out to comply with current legislation and British or European Standards. Work on water supplies and installations shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current relevant legislation and British or European Standards.

G: Supply and storage of gas etc.

- i. Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant Standards and Codes of Practice;
- ii. 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;
- iii. Any relevant certificates shall be provided to Cornwall Council at their request.

H: Electrical Installations

- i. 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 relevant statutory requirements.
- ii. 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 relevant statutory requirements.

- iii. Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements.

I: Drainage, sanitation and washing facilities

- i. Each caravan shall have its own water supply, water closet, bath or shower, basin, hot and cold water;
- ii. There shall be satisfactory provision 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;
- iii. All drainage and sanitation provision shall be in accordance with all current legislation and British or European standards;
- iv. Work on drains and sewers shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current legislation and British or European standards;
- v. Surface water drainage shall be provided where appropriate to avoid standing pools of water.

J: Refuse storage and disposal

- i. Where communal refuse bins are provided these shall be non-combustible and housed within a properly constructed bin store.
- ii. All refuse bins must have close fitting lids. A plastic sack system may be provided as an alternative but must be protected from attack by animals and birds.
- iii. All refuse disposal shall be in accordance with all current legislation and regulations.

K: Parking

- i. Suitably surfaced parking spaces shall be provided to meet the requirements of residents and their visitors. Parked vehicles must not obstruct a carriageway, footpath or a door to a caravan.

L: Storage space

- i. If storage space is provided it should not be placed in the separation space between caravans.

M: Recreation spaces

- i. On sites where it is practical to do so, suitable space equivalent to about one-tenth of the total site area shall be allocated for recreational purposes.

N: Notices and information

The following signs/notices must be displayed in a conspicuous place:

- i. The name of the site in a prominent position at the entrances to the site.
- ii. Notices should be displayed prominently on the site indicating the action to be taken in the event of an emergency and show where the Police, Fire Brigade, Ambulance and local Doctor's can be contacted, and the location of the nearest public telephone. Where practicable a telephone should be provided on the site and the full address of the site should be displayed near the telephone.
- iii. A copy of the site licence and licence conditions, or the front page of the licence and details of where the full licence conditions can be viewed and between which times.

O: Ensure Compliance with the Regulatory Reform (Fire Safety) Order 2005

- i. Undertake a suitable and sufficient Fire Risk Assessment of the site and act on significant findings.
- ii. Make available the latest version of the fire risk assessment for inspection by residents and when requested, a copy of the risk assessment shall be made available to the local authority.
- iii. Emergency vehicles should be able to secure access at all times to within 90 metres of any unit on the site.

P: General

- i. Services, amenities, other buildings and structures on the site, play or other equipment, telephones if provided, and the site itself shall be maintained in good repair, in good order in a clean, safe, sanitary, tidy condition and free from accumulations at all times.