

# **Caravan Site Licence Conditions for Touring Caravans and Tents**

## **Site Composition**

The total number of units permitted on the site shall not exceed **X touring caravan and tent pitches**.

The site may be occupied between 1<sup>st</sup> March to 31<sup>st</sup> December.

### **A: Site Boundaries**

The boundaries of the site shall be clearly marked by a man made or natural feature. No caravan or combustible structure shall be positioned within 3 metres of the boundary. 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**

The site density shall not exceed 75 units (caravans, motor caravans or tents) per hectare (30 units per acre) calculated on the usable area (i.e. excluding lakes, roads, communal services, and other unsuitable areas).

### **C: Space Between Caravans or Tents**

Every caravan or tent unit shall not be less than 6 metres from any other unit in separate family occupation. Vehicles and other ancillary equipment are permitted within the 6 metre space provided there is a clear space of 3 metres. Caravans or tents must be not less than 2 metres from a road, if roads are provided.

Up to six tents accommodating no more than twelve people (including children), known to each other and forming a group who book together, may form one pitch. People in the group must consent to forming a group as a prior condition of camping. Tents not used for accommodating people will be counted within the group maximum of six. Each tent in a group pitch shall be no closer than two metres from any other tent in the group (as measured from the closest point of the fabric of the tent, including an awning or other structure).

There shall be a “separation distance” of six metres between the outer tents or structures in one group and those in an adjoining group, or single tent, in any direction.

Where barbecues, cooking equipment, cars, trailers and boats are placed among tents in any group, the site operator must carry out risk assessments to ensure that risk from fire and explosion are minimised. The site operator must ensure that highly flammable substances are removed to a safe storage area and equipment which is capable of supporting an intense fire is reasonably separate from any ignition source.

## **D: Roads, Gateways, Footpaths**

Roads, gateways and footpaths shall be provided if a risk assessment by the site operator shows the site to be difficult or dangerous to negotiate in wet weather.

Where provided, roads shall:

- be of suitable materials so that no pitch is more than 50 metres from a road;
- be designed to give adequate access for emergency vehicles to within 90 metres of any unit;
- be not less than 3.7 metres wide if a two-way system or 3 metres wide if a clearly marked one-way system;
- be suitably lit at night as necessary, taking into account the needs and characteristics of a particular site;
- have no overhead cables less than 4.5 metres above the ground;
- be kept clear for emergency vehicles at all times.

Where provided, vehicle gateways shall:

- be a minimum of 3.1 metres wide;
- have a minimum height clearance of 3.7m;

Where provided, footpaths shall:

- be not less than 0.75 metres wide and with a hard surface;
- be suitably lit at night as necessary.

Where roads, footpaths and paving are provided, there shall be adequate surface water drainage.

## **F: Water Supply**

There shall be an adequate supply of drinking water. Each pitch on the site shall be no further than 90 metres from a water tap. Each tap must discharge over a properly trapped gully connected to drain and disposal system approved by the Council. The gully shall have a paved surround not less than 0.6m (2 ft) in diameter, sloped towards the gully grating.

## **G: Liquefied Petroleum Gas**

Gas supplies and installations shall comply with the relevant and applicable parts of any legislation, British Standards and LP Gas Association Codes of Practice in force at any time. Any relevant certificates shall be provided to the Council at their request.

## **H: Electrical Installations**

The site shall have an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it. Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements.

Electrical installations shall be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with

BS 7671: 1992. 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.

### **I: Drainage, Sanitation and Washing Facilities**

For sites with up to 120 pitches there shall be 2 WCs for women, 1 WC and 1 urinal for men, per 30 pitches or part thereof. There shall be 2 wash hand basins for women and 2 for men per 30 pitches or part thereof, provided with a constant supply of water and sited adjacent to toilets. For sites with more than 120 pitches, the provision for toilets and wash-hand basins may be varied with the agreement of the Council.

Showers with hot and cold water at a suitably controlled temperature shall be provided on a scale of 2 showers for men and 2 showers for women per 60 pitches.

Properly designed chemical closet disposal points shall be provided, with an adequate supply of water for cleaning the containers. Water supply points shall be marked "Not Drinking Water" and fitted with non-return valves.

Sites shall be provided with laundry facilities on the following scale; one deep sink per 30 caravans, each supplied with running hot and cold water. For sites of 60 caravans or more at least one deep sink supplied with adequate hot and cold water and adequate laundry machinery must be provided.

Foul drainage shall be discharged to either a public or private sewage treatment works or to a septic tank or cesspool approved by the Council.

### **J: Refuse Storage and Disposal**

Adequate arrangements shall be made for the storage, collection and disposal of refuse.

### **K: Parking**

There shall be car parking of at least one space per caravan and adequate additional parking for visitors, safely located and to allow clear access by emergency vehicles. Parked vehicles must not obstruct a carriageway, a footpath or a door to a caravan.

### **L: Recreation Space**

About one-tenth of the total site area shall be allocated for children's games and/or other recreational purposes.

### **M: Notices and Information**

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

- the name of the site at the entrances to the site together with the current name, address and telephone number of the licence holder and manager and emergency contact details ie setting out action to be taken in an emergency and showing where the police, fire brigade, ambulance and local doctors can be contacted;
- the location of the site emergency telephone;

- the location and grid reference of the site adjacent to the emergency telephone;
- in addition the following shall be available for inspection in a prominent place;
  - a copy of the site licence and licence conditions;
  - a copy of the most recent periodic electrical inspection report;
  - a copy of the site owner's certificate of public liability insurance;
  - a copy of the fire risk assessment for the site.
- All notices shall be suitably protected from the weather and from direct sunlight.

If the site has overhead electric lines, warning notices must be displayed on the supports and at the site entrance. Where appropriate, these must warn against the danger of contact between the lines and the masts of yachts or dinghies.

#### **N: Flooding**

The site owner shall establish whether the site is at risk from flooding by referring to the Natural Resources Wales Flood Map. Where there is risk from flooding the site owner shall consult Natural Resources Wales for advice on the likelihood of flooding, the depths and velocities of water that might be expected, the availability of a warning service and on what appropriate measures to take.

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

The site owner shall make available the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and, when demanded, a copy of the risk assessment shall be made available to the local authority.

#### **P: General**

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.

Where practicable, a telephone shall be available on the site at all times, for calling the emergency services.