

**CONDITIONS FOR
HOLIDAY CARAVAN
SITES

(STATIC)**

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SOUTH HAMS DISTRICT COUNCIL

CARAVAN SITES & CONTROL OF DEVELOPMENT ACT 1960

LICENCE CONDITIONS

HOLIDAY CARAVAN SITES (STATIC)

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1.0 SITE BOUNDARIES

- 1.1 The site owner shall give the local authority a plan of the layout of the site.
- 1.2 The boundary of the site shall be clearly marked for example by hedges or fences.
- 1.3 A 3 metre wide area shall be kept clear within the inside of all boundaries.

2.0 DENSITY AND SPACE BETWEEN CARAVANS

- 2.1 Subject to the following variations, the minimum spacing distance between caravans made of aluminium or other materials with similar fire performance properties shall not be less than 5 metres between units, 3.5 metres at the corners (see specimen layout attached). For those with plywood or similar skin it shall be not less than 6 metres. Where there is a mixture of holiday caravans of aluminium and plywood, separation distance shall again be 6 metres. The measurement for porches, awnings etc is the exterior cladding of the caravan.
- 2.2 Porches may protrude 1 metre into the 5 metres and shall be of the open type.
- 2.3 Where awnings are used, the distance between any part of the awning and an adjoining caravan shall not be less than 3 metres. They shall not be of the type, which incorporates sleeping accommodation, and they shall not face each other or touch.
- 2.4 Eaves, drainpipes and bay windows may extend into the 5 metre space provided the total distance between the extremities of 2 adjacent units is not less than 4.5 metres.
- 2.5 Where there are ramps for the disabled, verandas and stairs extending from the unit, there shall be 3.5 metres clear space between them (4.5 metres of mixture of caravans) and such items shall not face each other in any space. If they are enclosed, they are to be considered as part of the unit and, as such, shall not intrude into the 5 metres (or 6 metres) space.
- 2.6 A garage, a shed or a covered storage space shall be permitted between units only if it is of non-combustible construction (including non-combustible roof) and sufficient space is maintained around each unit so as not to prejudice means of escape in case of fire. Windows in such structures shall not face towards the units on either side. Car ports and covered walkways shall in no circumstances be allowed within the 5 or 6 metre space. For cars and boats between units, see condition 11.1
- 2.7 The density shall be consistent with safety standards and health and safety requirements. The gross density shall not exceed 60 caravans to the hectare, calculated on the basis of the useable area (i.e. excluding lakes, roads, communal services and other areas unsuitable for the siting of caravans) rather than the total site area.
- 2.8 No tents shall be stationed on the site.

3.0 ROADS, GATEWAYS AND FOOTPATHS

- 3.1 Roads and footpaths shall be designed to provide adequate access for fire appliances. (Detailed guidance on turning circles etc is available from fire authorities). Roads of suitable material shall be provided so that no caravan standing is more than 50 metres from a road. Where the approach to the caravan is across ground that may become difficult or dangerous to negotiate in wet weather, each standing shall be connected to a carriageway by a footpath with a hard surface. Roads shall not be less than 3.7 metres wide, or, if they form part of a clearly marked one way traffic system, 3 metres wide. Gateways shall be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths shall not be less than 0.75 metres wide. Roads shall have no overhead cable less than 4.5 metres above the ground. Roads and footpaths shall be suitably lit taking into account the needs and characteristics of a particular site. Emergency vehicle routes within the site shall be kept clear of obstruction at all times.

4.0 HARD STANDINGS

- 4.1 Every caravan shall stand on a concrete hard-standing which shall extend over the whole area occupied by the caravan placed upon it, and shall project sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely.

Hard standings may be dispensed with if the caravans are removed during the winter, or if they are situated on ground which is firm and safe in poor weather conditions and the Licensing Authority are so satisfied.

5.0 FIRE PRECAUTIONS

Requirement to comply 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 and, when requested, a copy of the risk assessment shall be made available to the local authority. Fire precautions necessary to safeguard persons identified by the assessment shall be provided and maintained.

Fire safety measures required where the Regulatory Reform (Fire Safety) Order 2005 does not apply (such as single unit sites and those sites solely occupied by family groups)

Fire Points

- 5.1 These shall be established so that no caravan or site building is more than 30 metres from a fire point. They shall be housed in a weatherproof structure, easily accessible and clearly and conspicuously marked 'FIRE POINT'.
- 5.2 Where water standpipes are provided and there is a water supply of sufficient pressure and flow to project a jet of water approximately 5 metres from the nozzle, such water standpipes shall be situated at each fire point. There shall also be a reel that complies with British Standard 5306 Part 1, with a hose not less than 30 metres long, permanently connected to a water standpipe with a water supply of sufficient pressure and terminating in a small hand control

nozzle. Hoses shall be housed in a box painted red and marked 'HOSE REEL'.

5.3 Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants shall be installed within 100 metres of every caravan standing. Hydrants shall conform to British Standard 750. Access to hydrants and other water supplies shall not be obstructed or obscured.

5.4 Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with either water extinguishers (2 x 9 litre) or a water tank of at least 500 litres capacity fitted with a hinged cover, 2 buckets and 1 hand pump or bucket pump.

FIRE WARNING

5.5 A means of raising the alarm in the event of a fire shall be provided at each fire point. This could be by means of a manually operated sounder; e.g. metal triangle with a striker, gong or hand operated siren. The advice of the fire authority should be sought on an appropriate system.

MAINTENANCE

5.6 All alarms and fire fighting equipment shall be installed, tested and maintained in working order by a competent person. A log book shall be kept to record all tests and any remedial action and be available for inspection by, or on behalf of, the licensing authority.

5.7 All equipment susceptible to damage by frost shall be suitably protected.

FIRE NOTICES

5.8 A clearly written and conspicuous notice shall be provided and maintained at each fire point to indicate the action to be taken in case of fire and the location of the nearest telephone. This notice shall include the following:-

"On discovering a fire

- i. Ensure the caravan or site building involved is evacuated.
- ii. Raise the alarm
- iii. Call the fire brigade (the nearest telephone is sited.....)
- iv. Attack the fire using the fire fighting equipment provided, if safe to do so.

It is in the interest of all occupiers of this site to be familiar with the above routine and the method of operating the fire alarm and fire fighting equipment".

FIRE HAZARDS

5.9 Long grass and vegetation shall be cut at frequent and regular intervals where necessary to prevent it becoming a fire hazard to caravans, buildings or other installations on the site. Any such cuttings shall be removed from the

vicinity of caravans. The space beneath and between caravans shall not be used for the storage of combustible materials.

TELEPHONES

- 5.10 An immediately accessible telephone shall be available on the site for calling the emergency services. A clearly written and legible notice shall be displayed by the telephone stating the name and address of the site.

6.0 STORAGE OF LIQUEFIED PETROLUEM GAS (LPG)

- 6.1 LPG storage supplied from tanks shall comply with the LPG Code of Practice No. 1 'Bulk Storage at Fixed Installations', or where LPG is supplied from cylinders, the LPG Code of Practice No. 7 'Storage of full and empty LPG Cylinders and Cartridges'.
- 6.2 Metered supplies from a common LPG storage tank, shall comply with the LPG Code of Practice described in Condition 6.1 above. In this case, and where a mains supply is available, then the Gas Safety (Installation and Use) Regulations 1998 may apply.
- 6.3 Exposed gas bottles, bulk storage tanks or cylinders shall not be within the separation boundary of an adjoining unit.
- 6.4 LPG installations shall conform to BSEN 1949: 2011 – 'Specification for the installation of liquefied petroleum gas systems for habitation purposes in leisure accommodation vehicles and accommodation in other vehicles'.
- 6.6 For mains gas supply, the 1984 Regulations will be relevant for the installation downstream of any service pipe(s) supplying any primary meter(s) and such service pipes are subject to the Gas Safety Regulations 1972.
- 6.7 In cases where the site owner supplies gas to caravans on the site, an authorisation to do so from OFGAS under the Gas Act 1986 might be required.

7.0 ELECTRICAL INSTALLATIONS

- 7.1 Sites shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated on them.
- 7.2 All electrical installations, other than the Electricity Supplier works and circuits subject to regulations made by the Secretary of State under any Electricity Act, shall be installed, tested and maintained in accordance with the provisions of the current Institution of Electrical Engineers (IEE) Regulations for electrical installations.
- 7.3 Work on electrical installations and appliances shall be carried out only by competent persons such as the manufacturer's appointed agent, the electricity supplier, a professionally qualified electrical engineer, a member of the Electrical Contractors' Association, a contractor approved by the National Inspection Council for Electrical Installation Contracting, or a qualified person acting on behalf of one of the above. The installations shall be inspected periodically: under IEE Wiring Regulations, every year or such longer period

(not exceeding 3 years), as is considered appropriate in each case. When an installation is inspected, it shall be judged against the current regulations.

- 7.4 The inspector shall, within 1 month of such an inspection, issue an inspection certificate in the form prescribed in the IEE Wiring Regulations which shall be retained by the site operator and displayed, supplemented or replaced by subsequent certificates, with the site licence. The cost of the inspection and report shall be met by the site operator or licence holder.
- 7.5 If an inspection reveals that an installation no longer complies with the regulations extant at the time it was first installed, any deficiencies shall be rectified. Any major alterations and extension to an installation and all parts of the existing installation affected by them shall comply with the latest version of the IEE wiring Regulations.
- 7.6 If there are overhead electric lines on the site, suitable warning notices shall be displayed at the entrance to the site and on supports for the line. Where appropriate, particular attention shall be drawn to the danger of masts of yachts or dinghies contacting the line.

8.0 WATER SUPPLY

- 8.1 All sites shall be provided with a water supply in accordance with appropriate Water Byelaws and statutory quality standards.
- 8.2 Readily accessible water standpipes with an adequate supply of water shall be provided and sited so that no caravan standing is more than 18 metres from a water standpipe. Alternatively each caravan standing shall be provided with an individual piped water supply.
- 8.3 The water standpipe(s) shall be provided over concrete base of sufficient size and to a design approved by the Licensing Authority together with a trapped gully drained to a proper outfall.

9.0 DRAINAGE, SANITATION AND WASHING FACILITIES

- 9.1 Satisfactory provision shall be made for foul 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 and maintained to the satisfaction of the local authority.
- 9.2 Properly designed disposal points for the contents of the chemical closets shall be provided with an adequate supply of water for cleaning the containers. This supply shall be clearly marked 'Not Suitable for Drinking'.
- 9.3 For Caravans without their own water supply and water closets, communal toilet blocks with adequate supplies of water, shall be provided in accordance with the following standards:-

Men: 1 WC and 1 Urinal per 15 caravans or part thereof;

Women: 2 WC's per 15 caravans or part thereof;

1 wash basin (with hot and cold water) for each sex per 15 caravans or part thereof;

1 shower or bath (with hot and cold water) for each sex per 20 caravans or part thereof;

Toilet blocks shall be sited so that all occupants may have reasonable access to one by means of a road or footpath.

- 9.4 Toilet blocks shall be provided with artificial lighting to the satisfaction of the Licensing Authority.
- 9.5 Multiple toilet blocks shall be sited so that they are not nearer than 10 metres and not more than 90 metres from any standing.
- 9.6 On sites licensed for more than 70 caravans, a suitably sited and designed toilet, wash basin, shower or bath and water point shall be provided for the use of disabled persons.
- 9.7 Where caravans have their own water supply and water closets their standings shall be provided with a connection to the foul drainage system.

10.0 REFUSE DISPOSAL

- 10.1 Every caravan standing shall have an adequate number of suitable non combustible refuse bins with close-fitting lids, or plastic refuse sacks. Arrangements shall be made for the bins to be emptied regularly. Where communal refuse bins are also provided these shall be of similar construction and housed within a properly constructed bin store.

11.0 PARKING

- 11.1 Parking shall be strictly in accordance with the agreed site plan. Suitably surfaced parking spaces shall be provided to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats shall not be parked between units.

12.0 RECREATIONAL SPACE

- 12.1 Where children occupy the site, space equivalent to about one-tenth of the total area shall be allocated for children's games and/or other recreational purposes. This provision is necessary because of the limited space available round the caravans. Where there are suitable alternative publicly provided recreational facilities which are readily accessible, the Licensing Authority will consider omitting the condition.

13.0 NOTICES

- 13.1 A suitable sign shall be prominently displayed at the site entrance indicating the name of the site. All such advertisements shall be within the size limits allowed by Class 2 of the Town and Country Planning (Control of Advertisements) England Regulations 2007. (SI. 2007/783)
- 13.2 A copy of the site licence with its conditions shall be displayed prominently on the site.

- 13.3 A clearly defined plan of action shall be displayed on the site setting out the measures to be taken in the event of an emergency. The plan shall show where the police, fire brigade, ambulance, and local doctors can be contacted, and the location of the nearest public telephone. The plan shall also give the name and location/telephone number of the site licence holder or his/her accredited representative. At sites subject to flood risk, warning notices shall be displayed giving advice about the operation of the flood warning system.
- 13.4 All notices shall be suitably protected from the weather and displayed where possible out of the direct rays of the sun, preferably in areas lit by artificial lighting. See also 5.8, 5.10, 6.5, 7.4 & 7.6.

14.0 MANAGEMENT

- 14.1 Roads and carriageways shall be maintained in good repair and condition to the satisfaction of the Licensing Authority.
- 14.2 All caravans and other structures stationed on the site shall be maintained in good repair and in a sound and watertight condition to the satisfaction of the Licensing Authority.
- 14.3 The Site Operator shall be responsible for maintaining the site in a tidy and orderly condition, free from litter, rubbish and rank growth. He shall also use his best endeavours to ensure that no rubbish or litter is thrown or deposited on the site or onto or into land or natural watercourses adjoining the land.
- 14.4 The Site Operator shall be responsible for ensuring that the grass is kept reasonably short during the whole of the period that any of the caravans on the site are occupied.
- 14.5 The Site Operator shall ensure that farm animals are not allowed on the site during the whole of the period that any of the caravans are occupied.
- 14.6 The conditions attached to the site licence may be subject to alteration by the Council from time to time in accordance with Section 8 of the Act.

NOTE *Any person aggrieved by any condition subject to which a site licence has been issued to him in respect of any land may, within 28 days of the date on which the licence was so issued, appeal to a magistrates court acting for the petty sessions area in which the land is situated. (Section 7)*