



**Regulatory Services
Environmental Protection
County Hall
Northallerton
North Yorkshire
DL7 8AD**

Caravan Sites and Control of Development Act 1960

Conditions for Touring Caravan Sites

Examples include: motor homes, caravans, campervans brought onsite by the owner / occupier and removed after a short period.

Site licence and notices

1. This licence and associated conditions relate to the site licence application and associated layout plan received on the Any changes to the site layout, facilities or mode / duration of occupation shall not take place without written approval from the Council, following submission of an amended application form.

Where tent camping is also permitted, the maximum number of units stationed on the site at any one time shall be reduced by the number of pitches occupied by tents. For the purpose of the following licensing conditions tents are classed as touring units.

Notices

2. The name of the site shall be displayed on a sign in a prominent position at the entrance(s) together with a contact telephone number.
3. Emergency contact details of the licence holder / site manager shall be displayed in a prominent position on the site together with a site layout plan.
4. In a prominent place on the site the following documents shall be displayed and suitably protected from weather and direct sunlight:
 - A. A copy of the current site licence.
 - B. A copy of the site owner's certificate of public liability insurance.
 - C. Local emergency contact details such as police, doctors etc.
 - D. A copy of the local flood warning system and evacuation procedures, if appropriate.

The following documents shall be made available for viewing:

- E. A copy of the fire risk assessment made for the site.
- F. A copy of the most recent Electrical Installation Condition Report
- G. The associated site licence conditions & plan.

Licence ref:

Note: For sites of 10 or less units the display format for Condition 3. and Condition 4. may be determined by the licensee e.g. within an information pack provided to site users.

5. Where practicable an accessible telephone should be available on the site for calling the emergency services. A notice by the telephone should include the address of the site. Where sites have no accessible telephone and no mobile telephone network coverage the licensee should provide details of the nearest accessible telephone / mobile signal coverage area. Where an onsite manager is available 24hours to deal with emergencies this condition may be dispensed with.

Site boundaries

6. The boundaries of the site shall be clearly marked for example by fences or hedges.
7. No caravan or combustible structure shall be sited nearer than 3 metres to the site boundary or within 2 metres of a road or more than 45 metres from such a road within the site. Unless alternative arrangements are deemed acceptable by the fire service.

Site supervision and maintenance

8. The licensee and / or person appointed by them shall maintain adequate supervision of the caravan site so as to ensure observance of these conditions and the general good conduct of the site.
9. The licensee shall ensure that all parts of the caravan site, including any hedges, boundary structures, ditches and shrubberies, are kept in a clean and well maintained condition, free from foul water and unwanted materials, so as not to harbour refuse or vermin.
10. Grass and vegetation shall be cut and removed at frequent and regular intervals.
11. Trees within the site shall (subject to the necessary consents) be maintained.
12. Associated site buildings and structures shall be maintained in a proper structural, decorative and sanitary condition and all appliances and drainage shall be maintained in proper working order.
13. If the site is identified on the Environment Agency flood register the licensee shall provide a flood risk assessment detailing the procedures in place, monitoring, alerts and evacuation plan. This scheme shall be submitted to the emergency planning unit at the North Yorkshire Council.

Density and space between caravan

14. Every unit should be not less than 6 metres from any other unit in separate family occupation and not less than 3 metres should be permitted between units in any circumstance.
15. Vehicles and other ancillary equipment may be permitted between units in separate family occupation provided not less than 3 metres' clear space is available within the 6 metres separation.

Roads, gateways and footpaths

16. Roads shall be designed to provide adequate access for emergency vehicles, made of suitable material and positioned so that no caravan standing is more than 45 metres from a road. Unless an alternative is deemed acceptable by the fire service.

17. Roads shall not be less than 3.7 metres wide, unless suitable passing places have been provided, or if they form part of a clearly marked one-way traffic system, 3 metres wide. Roads should have no overhead cable less than 4.5 metres above the ground. Unless an alternative is deemed acceptable by the fire service.
18. Vehicular access and all gateways to the site must be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Unless an alternative is deemed acceptable by the fire service.
19. Where amenity provision is provided this and the immediate surrounding area shall be adequately lit between dusk and dawn to allow the safe movement of pedestrians and vehicles around the site during the hours of darkness.
20. Every road, communal footpath and pavement on the site shall be maintained in a good condition and repair.

Fire safety

21. The site owner shall make available for inspection by the Local Authority, the latest version of the fire risk assessment carried out under the Regulatory Reform Order (Fire Safety) 2005.
22. Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant standards and Codes of practice.

Electrical installations

23. On the site there shall be installed an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within.
24. The electrical network installations for the entire site shall be subject to regulation under current relevant legislation and must be designed, installed, tested, periodically inspected and maintained in accordance with the provisions of the current regulatory standards at a time period not exceeding 3 years.
25. 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 regulatory standards.

Water supply

26. The site shall be provided with a water supply sufficient in all respects to meet all reasonable demands of the caravans situated on them. All water supplies shall be provided and maintained in accordance with all current regulatory standards.
27. Each pitch on the site shall be no further away than 90 metres away from a water tap. Each standpipe is to be provided with a concrete surround of a minimum size 0.75 metres square laid to a proper fall to allow water to drain quickly and effectively in to the gully connected to a suitable drainage system or soak away. Each standpipe/tap shall be marked "Drinking Water Only"
28. A written risk assessment must be provided for the management of legionella for all the water systems on site. This will include hot and cold water systems, spa pools, fountains and decorative water features etc.

Drainage, Sanitation and washing facilities

29. 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 the local authority.
30. All drainage systems shall be designed and constructed in accordance with the Building Regulations in force at the time of installation and shall be managed and maintained in a suitable working condition and in accordance with current regulatory requirements.
31. Waste water disposal points shall be provided so that each pitch is not more than 90 metres away. The disposal point shall consist of a trapped gully connected to the foul drainage system over which is situated a tap connected to an adequate and wholesome water supply to allow for effective cleansing of the area and shall have a sign saying "NOT FOR DRINKING". The gully should be surrounded by a concrete apron not less than 0.75 metres square and sloped towards the gully. Around the perimeter of the apron should be a concrete plinth 8cm in height. A notice shall be fixed to the disposal point stating that it is to be used for "Disposal of waste water only".
32. A properly designed disposal point for the contents of chemical closets shall be provided, consisting of a trapped gully connected to the foul drainage system over which is situated a tap connected to an adequate and wholesome water supply to allow for effective cleansing. The tap shall have a sign saying "NOT FOR DRINKING"
33. Surface water drainage shall be provided, where appropriate, to avoid standing pools of water.
34. The following minimum provisions should be provided:
- Men: 1 WC, 1 wash basin (with hot & cold water), 1 urinal per 30 tourers AND 1 shower or bath (with hot and cold water) per 30 tourers.
- Women: 2 WC, 2 wash basins (with hot & cold water) per 30 tourers.
AND 1 shower or bath (with hot and cold water) per 30 tourers.
- Note:** Where the provisions are not gender specific the minimum requirements must still be met i.e. 4 WC, 4 wash basins (with hot & cold water) per 30 tourers AND 2 showers (with hot & cold water) per 30 tourers.
- For detached toilet buildings over 30msq disabled access facilities would be required under building regulations which may affect the above ratio.
- Note:** For sites with 10 or less tourers a single communal provision of 1 toilet and 1 wash basin (with hot and cold water) and 1 shower or bath (with hot and cold water)
35. Laundry facilities are to be provided, fitted with one deep sink with hot and cold running water per 30 tourers.
- Note:** Where there are 10 or less tourers this requirement may be dispensed with, or where suitable alternative arrangements have been made.
36. Cleansing facilities shall be provided consisting of 1 deep sink, a drainer, hot and cold running water per 30 tourers to allow the effective cleaning of food and cooking utensils.

Licence ref:

For sinks which go into a septic tank, a grease trap shall be fitted to protect the workings of the septic tank.

Note: Where there are 10 or less tourers this requirement may be dispensed with, or where suitable alternative arrangements have been made.

Where sites have over 120 touring pitches the pro rata scale for Conditions 34. 35. 36. can all be reduced, with approval from the Council.

Refuse disposal

37. Adequate provisions shall be made for the storage, collection and disposal of refuse including for the collections of recycling.

38. Where communal refuse bins are provided these shall be non-combustible and housed within a properly constructed bin store.

Recreation Space

39. On sites, where practical to do so, suitable space equivalent to about one-tenth of the total area should be allocated for recreational purposes, unless in the local Authorities opinion there are adequate recreational facilities within close proximity to the site.

Note: All new built sites and site upgrades will be expected to meet the licence conditions in full.