

**Caravan Sites and Control of Development Act 1960  
Application/variation For a Site Licence**

**1. Brief Site Details**

Name of Site:	
Postal address of Site:	
Post Code:	Phone: Fax: e-Mail:

**2. Applicants Details**

Name:	
Postal address of Applicant (If different from above):	
Post Code:	Phone: Mobile: e-Mail:

**3. Is the applicant the:**

Freeholder                       Tenant   
 Leaseholder                       Other

If applicant is the leaseholder of a tenant, please give details of the agreement:
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**5. Existing Licence Conditions:**

<b>Type of unit</b>	Please Tick as appropriate	<b>Number</b>
Permanent residential	<input type="checkbox"/>	..... Caravans
Static Holiday	<input type="checkbox"/>	..... Caravans
Holiday Chalets	<input type="checkbox"/>	..... Chalets
Touring Holiday	<input type="checkbox"/>	..... Units
<b>Opening Season:</b>		
Static Sites	<input type="checkbox"/>	..... to .....
Touring Sites	<input type="checkbox"/>	..... to .....

**6. Proposed Application to alter Licence Condition:**

<b>Type of unit</b>	Please Tick as appropriate	<b>Number</b>
Permanent residential	<input type="checkbox"/>	..... Caravans
Static Holiday	<input type="checkbox"/>	..... Caravans
Holiday Chalets	<input type="checkbox"/>	..... Chalets
Touring Holiday	<input type="checkbox"/>	..... Units
<b>Opening Season:</b>		
Static Sites	<input type="checkbox"/>	..... to .....
Touring Sites	<input type="checkbox"/>	..... to .....

**7. Does the site have planning permission?**

Yes

No

Applied For  Date: .....

If yes, please give relevant permissions and references:

  
  
  
  

**8. How is drinking water provided?**

Mains supply to unit  ..... Units

Standpipes  ..... Units

**9. How are toilets and wash hand basins provided?**

Communal toilet blocks  ..... Units  
Units have their own facilities  ..... Units

**10. How are showers provided?**

Communal shower blocks  ..... Units  
Units have their own showers  ..... Units

**11. Type of foul drainage?**

Mains drainage  ..... Units  
Cesspool or cesspit  ..... Units

**12. How is kitchen waste water disposed of?**

Units have their own sinks connected to foul drainage.  ..... Units  
Communal washing up sinks/waste water disposal points connected to foul drainage.  ..... Units  
Other (Please give details)  ..... Units

No waste water disposal  ..... Units

**13. How is surface water drainage provided?**

**14. How is refuse stored on the site?**

Individual bins at each unit  ..... Units  
Communal wheeled bins or skips  ..... Units  
Communal bin store  ..... Units

**15. Do units use liquefied petroleum gas (LPG) cylinders?**

Yes   
No

**16. Is there a LPG storage area on the site?**

Yes

No

**17. Has the applicant held a site licence which has been revoked at any time in the last three years?**

Yes

No

**18. Was the site in use as a caravan site:**

On 9<sup>th</sup> March 1960

On 29<sup>th</sup> March 1960

At any other time since 9<sup>th</sup> March 1958

If so, when:

**19. Address for correspondence:**

Caravan site

Applicants address

Other (please state below)

Name:	
Address:	
Post Code:	Phone:
	Mobile:
	e-Mail:

Signed: ..... Dated: .....	
With the application Form, please send the following:	
A layout plan of the site at 1:500 scale including:	
A. Site Boundaries	B. Position and numbering of touring/holiday caravans and residential park homes.
C. Roads and footpaths	D. Toilet blocks, stores and other buildings
E. Water Supplies	F. Recreational spaces
G Fire points	H. Parking spaces
I. Foul and surface water drainage	

Please return this completed form to:

The Licensing Team  
Town Hall  
Lytham St Annes  
Lancashire  
FY8 1LW