



Community and Enterprise Resources
Fleet and Environmental Services

Caravan Sites and Control of Development Act 1960 Particulars to be given by an applicant for a site licence under Part 1

You can complete this caravan sites and control of development form in Adobe Acrobat and print it out, or print it and complete it by hand, using block capital letters. This form requires to be signed so please print out sign and return the form to: South Lanarkshire Council, Waste and Environmental Services, Montrose House, 154 Montrose Crescent, Hamilton ML3 6LB.

For more information or if you want this information in a different format or language, please phone 0303 123 1015 or email equalities@southlanarkshire.gov.uk.

1. Name and address of applicant:

Surname (including Mr/Mrs/Miss)

Other names:

Postal address:

Phone number:

2. is the applicant the occupier of the site? State the applicant's interest in land (e.g. owner or tenant) and give particulars of lease or tenancy, if any:

[Note: "Occupier" here means the person who is entitled to possession of the site by virtue of an estate or interest therein, e.g. as owner or tenant. Where the site extends to not more than 400 square yards and is let with a view to its use as a caravan site. The application should be made by the person who would be entitled to possession of the site but for the tenancy].

3. Location and description of site for which licence is required:

4. Acreage of site:

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 Has the applicant held a site licence which has been revoked at any time in the last three years?

6. State the type of caravan site for which licence is required:

- Residential
- Holiday

7. State the maximum number of caravans proposed to be stationed at any one time for the purposes of human habitation:

8. A lay-out plan of the site to a scale of not less than 1/2500 should be attached showing the boundaries of the site, the positions of the caravan standings and (where appropriate) – roads and footpaths, [showing in particular the form and construction of any new access to the site]:

- Toilet blocks showing sanitary facilities, wash-hand basins, baths, showers and laundry facilities.
- Stores and other buildings.
- Foul and surface water drainage.
- Water supply.
- Recreation space.
- Fire precautions
- Car parking space.
- Planting of trees and bushes for amenity purposes.
- Site lighting.

[Note: In the case of an existing site the plan should show the facilities already available as well as proposals for improvement].

9. Give details of the arrangements for refuse and where not shown on the plan, for sewage and waste water disposal, litter collection and disposal:

10. Has planning permission for the site been obtained from the local planning authority?

[Note: A site licence cannot be issued until planning permission has been granted. If the applicant has not already obtained planning permission he may still submit an application for a site licence but a licence cannot be issued until the planning permission has been granted].

11. What arrangements, if any, are proposed for the management of the site?

12. Does the applicant proposed to permit on the site any tents or other structure of human habitation? If so, give details:

For Caravan sites already in use on or before 9 March 1960, without planning permission from the local planning authority.

13. It is claimed that the site has existing use rights and does not require planning permission? If so, state the facts on which the claim is based:

14. Was the site in use as a caravan site for the purposes of human habitation:

- On 9 March 1960?
- On 29 August 1960?
- At any other time since 9 March 1958, if so when?

Signature of Applicant:

Date: