

**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:

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

6. Proposed Application to alter Licence Condition:

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

7. Does the site have planning permission?

Yes	<input type="checkbox"/>	
No	<input type="checkbox"/>	
Applied For	<input type="checkbox"/>	Date:

If yes, please give relevant permissions and references:

8. How is drinking water provided?

Mains supply to unit	<input type="checkbox"/> Units
Standpipes	<input type="checkbox"/> 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 9th March 1960

On 29th March 1960

At any other time since 9th 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