

Amber Valley Borough Council	Residential Mobile Home Sites	Housing
Issue Final Date: August 2018 Review Date: August 2020	Issued by: D. Arkle Authorised by: Full Council	Page 1 of 7



AMBER VALLEY BOROUGH COUNCIL

CARAVANS SITES AND CONTROL OF DEVELOPMENT ACT 1960

The following conditions are attached to Permanent Mobile Homes Sites licences issued by Amber Valley Borough Council (the 'Licensing Authority').

All conditions must be complied with fully and to the satisfaction of the licensing authority. Failure to comply with any condition amounts to failure to comply with the licence. Failure to comply with the licence is a criminal offence and may result in prosecution and/or revocation of the licence.

Issued to:

The occupier of:

The total number of caravans that may be stationed on the site at any time during the period of the licence shall not exceed XXXX residential caravans

1. SITE BOUNDARIES AND PLAN OF THE SITE

(i) The boundaries of the site from any adjoining land must be clearly marked by a man made or natural feature.

(ii) No caravan or combustible structure shall be positioned within 3 metres of the boundary of the site.

(iii) (a) A plan of the site must be supplied to the local authority upon the application for a licence and, thereafter whenever there is a material change to the boundaries or layout of the site, or at any other time on the demand of the local authority.

(b) The plan supplied must clearly illustrate the layout of the site including all relevant structures, features and facilities on it and shall be of suitable quality

Amber Valley Borough Council	Residential Mobile Home Sites	Housing
Issue Final Date: August 2018 Review Date: August 2020	Issued by: D. Arkle Authorised by: Full Council	Page 2 of 7

2. DENSITY, SPACING AND PARKING BETWEEN CARAVANS

The minimum distance between caravans that are separately occupied must, where practicable, be 6 metres, measured from the exterior cladding of the caravan, and not less than 2 metres from a road or communal car park within the site or more than 50 metres from such a road within the site.

. Some intrusions into the 6 metre space are permissible:-

- (i) a porch attached to the caravan may protrude by up to one metre into the separation distance, but the porch must not exceed 2 metres in length and 1 metre in depth. It must not exceed the height of the caravan. Where a porch is installed only one door may be permitted at that entrance to the home, either on the porch or on the home;
- (ii) eaves, drainpipes and bay windows may extend into the 6 metre space provided the total distance between the extremities of 2 adjacent units is not less than 5 metres except that where a caravan has been retrospectively fitted with cladding from Class 1 fire rated materials to its facing walls the separation shall not exceed 4.25 metres;
- (iii) any structure including ramps, steps, etc (except a garage or car port) which extends more than 1 metre into the separation distance must be of non-combustible construction. There must be a 4.5 metre clear distance between any such structure and any adjacent caravan;
- (iv) a garage or car port will be only permitted if it is of non-combustible construction and there is sufficient space around them for means of escape in case of fire;
- (v) windows in structures within the separation distance must not face towards the unit on either side;
- (vi) fences and hedges, where allowed and forming the boundary between adjacent caravans, must be a maximum height of 1 metre high;
- (vii) private cars may be parked between units provided it does not obstruct entrances to the caravan or access around it and there is a clear space of 3 metres from an adjoining unit;
- (viii) no caravan shall be situated more than 50 metres from a road within the site.
- (ix) the density of caravans on a site must be determined in accordance with relevant health and safety standards and fire risk assessments.

4. ROADS, GATEWAYS & FOOTPATHS

- (i) roads must be designed to provide adequate access for emergency vehicles and must be kept clear of obstructions at all times. New roads must be

Amber Valley Borough Council	Residential Mobile Home Sites	Housing
Issue Final Date: August 2018 Review Date: August 2020	Issued by: D. Arkle Authorised by: Full Council	Page 3 of 7

constructed and laid of suitable bitumen macadam or concrete with a suitable compacted base;

- (i) all roads must have adequate surface water/storm drainage;
- (ii) new two-way roads must not be less than 3.7 metres wide or 3 metres wide if used by one-way traffic;
- (iii) one-way systems must be clearly signposted;
- (iv) where existing two-way roads are not 3.7 metres wide, passing places must be provided where practical;
- (v) 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;
- (vi) roads must be maintained in good condition;
- (vii) cable overhangs must meet the statutory requirements.

5. FOOTPATHS AND PAVEMENTS

Every caravan must be connected to a road or footpath with a hard surface which must be maintained in good condition. Where practicable, communal footpaths and pavements must not be less than 0.9 metres wide.

6. LIGHTING

Roads, communal footpaths and pavements must be adequately lit between dusk and dawn to allow the safe movement of pedestrians and vehicles around the site during the hours of darkness

7. HARD STANDINGS

- (i) Every caravan must stand on a concrete base or hardstanding;
- (ii) The base must extend over the whole area occupied by the caravan and must project a sufficient distance outwards from the entrance or entrances of the caravan to enable occupants to enter and leave safely.
- (iii) The hard standings must be constructed to the industry guidance, current at the time of siting, taking into account local conditions.

8. WATER SUPPLY

- (i) all pitches on the site must be provided with a water supply sufficient in all respects to meet all reasonable demands of the caravans situated on them;

Amber Valley Borough Council	Residential Mobile Home Sites	Housing
Issue Final Date: August 2018 Review Date: August 2020	Issued by: D. Arkle Authorised by: Full Council	Page 4 of 7

- (ii) all sources of water supply must be protected against contamination and frost damage and must be able to meet peak demand at all times.
- (iii) Where the water supply is obtained from any source other than a public water main, a covered storage tank situated on or off the site and capable of holding one days estimated total water demand must be provided and maintained.
- (iv) all new water supplies must be in accordance with all current legislation, regulations and relevant British or European Standards;

All repairs and improvements to water supplies and installations must be carried out to comply with current legislation and British or European Standards. Work on water supplies and installations must only be carried out only by persons who are qualified in the work being undertaken an in accordance with current relevant legislation and British or European Standards.

9. MAINTENANCE OF COMMON AREAS

- (i) Every part of the site that the public have access to must be kept in a clean and tidy condition
- (ii) Every road, communal footpath and pavement on the site must be maintained in a good condition, good repair and clear of rubbish;
- (iii) Grass and vegetation must be cut and removed at frequent and regular intervals;
- (iv) Trees within the site must (subject to necessary consents) be maintained;
- (v) Any cuttings, litter or waste must be removed from the immediate surrounds of a pitch.

10. SUPPLY AND STORAGE OF GAS

- (i) Gas (including natural gas) and oil installations, and the storage of supplies must meet current statutory requirements, relevant Standards and Codes of Practice;
- (ii) Liquefied Petroleum Gas cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency;
- (iii) Any relevant certificates must be provided to Amber Valley Borough Council at their request.

Amber Valley Borough Council	Residential Mobile Home Sites	Housing
Issue Final Date: August 2018 Review Date: August 2020	Issued by: D. Arkle Authorised by: Full Council	Page 5 of 7

11. ELECTRICAL INSTALLATIONS

- (i) The site must have an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it;
- (ii) the electrical network installations must be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current relevant statutory requirements;
- (iii) any work on electrical installations and appliances must only be carried out by persons who are competent to do the work being undertaken, in accordance with current relevant statutory requirements;
- (iv) any work on the electrical network within the site must be done by a competent person fully conversant with the appropriate statutory requirements.

12. DRAINAGE, SANITATION AND WASHING FACILITIES

- (i) Each caravan must have its own water supply, water closet, bath or shower, basin, hot and cold water;
- (ii) There must be satisfactory provision to foul and waste water 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;
- (iii) All drainage and sanitation provision must be in accordance with all current legislation and British or European standards;
- (iv) Work on drains and sewers must only be carried out **only** by persons who are qualified in the work being undertaken and in accordance with current legislation and British or European standards;
- (v) Surface water drainage must be provided where appropriate to avoid standing pools of water.

13. REFUSE STORAGE AND DISPOSAL

- (i) Where communal refuse bins are provided these must be non-combustible and housed within a properly constructed bin store;
- (ii) All refuse bins must have close fitting lids. A plastic sack system may be provided as an alternative but must be protected from attack by animals and birds;
- (iii) All refuse disposal must be in accordance with all current legislation and regulations.

Amber Valley Borough Council	Residential Mobile Home Sites	Housing
Issue Final Date: August 2018 Review Date: August 2020	Issued by: D. Arkle Authorised by: Full Council	Page 6 of 7

14. PARKING

Suitably surfaced parking spaces must be provided to meet the requirements of residents and their visitors. Parked vehicles must not obstruct a carriageway, footpath or a door to a caravan.

15. RECREATION SPACE

On sites where it is practical to do so, suitable space equivalent to about one-tenth of the total site area must be allocated for recreational purposes, unless in the local authority's opinion there are adequate recreational facilities within a close proximity to the site.

16. NOTICES AND INFORMATION

The following signs/notices must be displayed in a prominent place: -

- (i) the name of the site must be displayed on a sign in a prominent position at the entrances to the site together with the current name, address and telephone number of the licence holder and manager and emergency contact details (i.e. setting out action to be taken in an emergency and showing where the police, fire brigade, ambulance and local doctors can be contacted;
- (ii) a copy of the site licence and licence conditions, or the front page of the licence and details of where the full licence and other information required to be available under this standard can be viewed and between which times (if not displayed on the notice board);
- (iii) a current plan of the site with roads and pitches marked on it at the entrances including the location of the site emergency telephone;
- (iv) a notice must be displayed beside the emergency telephone showing the location and grid reference of the site;
- (v) in addition, the following must be available for inspection in a prominent place:
 - (a) a copy of the most recent periodic electrical inspection report;
 - (b) a copy of the site owner's certificate of public liability insurance;
 - (c) a copy of the fire risk assessment made for the site.
- (vi) All notices must be suitably protected from the weather and from direct sunlight.

17. FLOODING

The site owner must establish whether the site is at risk from flooding by referring to the Environment Agency's Flood Map. Where there is risk from flooding the site owner must consult the Environment Agency for advice on the likelihood of flooding, the depths and

Amber Valley Borough Council	Residential Mobile Home Sites	Housing
Issue Final Date: August 2018 Review Date: August 2020	Issued by: D. Arkle Authorised by: Full Council	Page 7 of 7

velocities of water that might be expected, the availability of a warning service and on what appropriate measures to take.

18. COMPLIANCE WITH THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

The site owner must complete, maintain and make available a fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and when demanded, a copy of the risk assessment must be made available to the local authority.

19. GENERAL

The caravans, services, buildings and structures on the site and the site itself must be maintained in good repair, in good order and in a clean, safe, sanitary, tidy condition and free from accumulations at all times.

There must be a telephone on the site, available at all times, for calling the emergency services unless a majority of caravans already have telephones.