



Control of Development Act 1960 the Application 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	<input type="checkbox"/>	Tenant	<input type="checkbox"/>
Leaseholder	<input type="checkbox"/>	Other	<input type="checkbox"/>

If applicant is the leaseholder of a tenant, please give details of the agreement:

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
Camping/Glamping Pods	<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 ☐ 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 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:

Pendle Borough Council, Housing Health and Engineering Services, Town Hall,
Market Square, Nelson, Lancashire, BB9 7LG