

# CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT, 1960

## Application for a Site Licence



To: Environmental Health, Ipswich Borough Council, Grafton House, 15-17 Russell Road, Ipswich IP1 2DE

I/We hereby apply for a Licence to use the land described below and shown on the attached plan (see *Note below*) as a site for caravans to be used and laid out as specified below.

1. Name and address of applicant	Name: Address:  Telephone Number: Email:
2. Applicant's interest in the land. (Give particulars of lease or tenancy, if any.) <i>*Delete, as inappropriate</i>	<ul style="list-style-type: none"> <li>• Freeholder</li> <li>• Leaseholder</li> <li>• Tenant</li> <li>• Other</li> </ul>
3. Address or description of site for which site 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 Has the applicant held a site licence which has been revoked at any time in the last three years?	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 type of caravan site for which site licence is required: <i>*Delete, as inappropriate</i>	<p>*Permanent residential</p> <p>*Static holiday homes *Seasonal, between the following dates in each year: _____</p> <p>*Touring homes *For touring caravans only, between the following dates in each year: _____</p> <p>*Tents</p>
7. State maximum number of caravans proposed to be stationed on the site at any one time for the purpose of human habitation:	

**NOTE:** A Lay-out plan of the site to a scale of not less than 1:500 should be attached showing the boundaries of the site, the positions of caravan standings, and (where appropriate)-

- |   |                   |
|---|-------------------|
| Roads and footpaths                       | Recreation spaces |
| Toilet blocks, stores and other buildings | Fire points       |
| Foul and surface water drainage           | Parking spaces    |
| Water supply                              |                   |

The plan should distinguish between facilities already provided and facilities proposed.

8. Give details of the arrangements for:- refuse disposal and for sewage and waste water disposal.

(a) Main water supply:

(b) Waste water disposal:

(c) Sewage disposal:

(d) Refuse disposal:

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

If so, state-

(a) Date of permission:

(b) Issuing authority:

(c) Date (if any) on which permission will expire:

If not, has permission been applied for?

**FOR CARAVAN SITES ALREADY IN USE ON OR BEFORE 9<sup>TH</sup> MARCH 1960, WITHOUT PLANNING PERMISSION FROM THE LOCAL PLANNING AUTHORITY**

10. Is it claimed that the site has "existing use rights" and does not require permission?

If so, state the facts on which the claim is based.

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11. Was the site in use as a caravan site-

(a) on 9<sup>th</sup> March, 1960

(b) on 29<sup>th</sup> August, 1960

(c) at any other time since 9<sup>th</sup> March, 1958.

If so, when

*Signature of Applicant* .....

*Date* .....

**Please return this form together with the layout plan of the site to Environmental Health, Ipswich Borough Council, Grafton House, 15-17 Russell Road, Ipswich IP1 2DE**  
**Any enquiries regarding this application should be directed to Environmental Health 01473 432000 or [environmental.health@ipswich.gov.uk](mailto:environmental.health@ipswich.gov.uk)**