



Caravan Sites & Control Of Development Act 1960 Application for a Caravan Site Licence

Please which type of licence required

Grant

Variation

Transfer

Licensing, Town Hall, Feethams, Darlington. DL1 5QT
Web site: <http://www.darlington.gov.uk>

Telephone: 01325 405 888 Fax: (01325) 405983
Email: licensing@darlington.gov.uk

Applicant Status **Individual(s)**

Charity

Partnership

Limited Company

Please complete Part A & C

Please complete Part B & C

Part A

Surname

Forenames

Do You/Have You ever spelt your name another way or used a variation of your name? If Yes, please give details of all variations

Home Address

Post Code

Home

Mobile

email address

Date of Birth

Place of Birth

Additional Applicant details

Surname

Forenames

Do You/Have You ever spelt your name another way or used a variation of your name? If Yes, please give details of all variations

Home Address

Post Code

Home

Mobile

email address

Date of Birth

Place of Birth

Please complete Section C of this form

Part B

CHARITABLE /PARTNERSHIP OR LIMITED COMPANY DETAILS

Name of Charity/Partnership/Company

Please state all partners in the business, including names, addresses and dates of birth of anyone involved or who may have an influence in the business

Name	Address	Date of Birth

Your Position in the Company

Please complete Section C of this form

Part C

Applicants interest in the land (Give particulars or lease or tenancy, if any)

Address or description of site for which site licence is required

Acreage of site

Has the applicant held a site licence which has been revoked at any time in the last three years Yes No

State type of caravan site for which site licence is required
 Permanent Residential Seasonal* Touring*

If seasonal, state the dates required each year From To

If this includes touring, state those dates each year From To

State maximum number of caravans proposed to be stationed on the site at any one time for the purposes of human habitation

Main drinking water supply arrangements

Waste water disposal arrangements

Sewage disposal arrangements

Refuse disposal arrangements

Has planning permission for the site been obtained from Darlington Borough Council as a planning authority Yes No

If No, has permission been applied for Yes No

Date of Permission Expiry Date

Reference

A Site Layout Plan to a scale of not less than 1:500 must be included with this application showing the boundaries of the site, the positions of caravan standings and (where appropriate) roads and footpaths, recreation spaces, fire points, foul and surface water drainage, parking spaces, drinking water supply points toilet blocks, stores and other buildings. The plan should distinguish between facilities already provided and facilities proposed.

I/We do hereby certify that to the best of my/our knowledge the above particulars are true.

Please read the statement below before signing the application below: -

NOTES

1. The licensing unit are responsible for processing this application.
2. If any part of the application is incomplete (including providing the scale layout plan), the whole application will be returned to you and this may cause unnecessary delay.
3. The environmental health section will carry out the site inspection and enforcement of licence conditions.
4. A caravan site already being in use on or before 9 March 1960 does not give any exemption from the requirement of the Caravan Sites & Control of Development Act 1960.
5. Planning permission must be obtained before a licence can be issued.

HOW WE COLLECT AND USE INFORMATION

The information collected, on this form and from supporting evidence, by Darlington Borough Council will be used to process your application. The information may be passed to the Department of Social Security, Employment Service and Inland Revenue as permitted by law.

We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties, or give information to them to check the accuracy of information, to prevent or detect crime, or to protect public funds in other ways, as permitted by law. These third parties include Government Departments and local authorities.

We will not disclose information about you to anyone outside Darlington Borough Council or use information about you for other purposes unless the law permits us to. Darlington Borough Council the Data Controller for the purposes of the Data Protection Act 1998. If you want to know more about what information we have about you, or the way we use your information, you can ask at; Licensing, Town Hall, Feethams, Darlington. DL1 5QT

Signature of Applicant

Date

Fees

Type of Licence	No of Pitches	Grant of Licence	Annual Fee
Permanent Residential	1 – 5	£210.00	£0
	6 – 20	£236.00	£231.00
	21 – 50	£252.00	
	51 +	£273.00	£273.00
Holiday Residential Seasonal or year round	N/A	N/A	N/A
Touring	N/A	N/A	N/A

Misc Fees	
Laying Site Rules	£26.00
Variation	£105.00
Transfer	£105.00