

## **HOLIDAY CARAVANS (SINGLE) SITE LICENCE CONDITIONS**

### **1. Site Boundaries**

- 1.1 The boundaries of the site shall be clearly discernible on the ground by reference to, for example, fencing or otherwise defined to the satisfaction of Aberdeenshire Council, and in accordance with the approved plan.

### **2. Spacing**

- 2.1 The distance between any part of the caravan and any part of a road within the site shall not be less than 2 metres.
- 2.2 Garages, sheds and covered storage are permitted in proximity to the caravan only if the walls, floors and roof are constructed of non-combustible material and enough space is maintained around each unit as not to prejudice means of escape in case of fire. Windows in such structures shall not face towards the caravan.
- 2.3 The distance between the caravan and site boundary shall not be less than 3 metres.

### **3. Hard Standing**

- 3.1 The caravan shall stand on a hard standing constructed of a suitable material, such as, concrete, which shall extend over the whole area occupied by the caravan and protrude at least 0.9 metres outwards from the entrance or entrances of the caravan.

### **4. Roads, Gateways and Footpaths**

- 4.1 Roads and footpaths shall be designed to provide adequate access for fire appliances.
- 4.2 No caravan standing shall be more than 45 metres from a road within the site. Each hard standing shall be connected to the road with a footpath at least 0.75 metres wide. The path shall be paved or surfaced with a suitable hard material.
- 4.3 Gateways shall be a minimum of 3.1 metres wide with a minimum height clearance of 3.7 metres.
- 4.4 Roads shall have no overhead cables less than 4.5 metres above the ground.
- 4.5 Roads and footpaths shall be suitably lit to allow residents to see their way about the site at night.
- 4.6 Emergency vehicle routes shall be kept free from obstruction at all times.
- 4.7 There shall be adequate surface water drainage for roads, carriageways and footpaths.

### **5. Car Parking**

- 5.1 Suitably surfaced spaces shall be provided to meet the requirements of occupants and visitors.

## **6. Water Supply**

- 6.1 The site shall be provided with an adequate and wholesome piped water supply which meets the requirements of British Standard 6700 1987, and any subsequent modification, the Water (Scotland) Act 1980 and the appropriate bye-laws of the North of Scotland Water Authority (NOSWA). NOSWA shall be consulted by the applicant/licensee if the supply is proposed to be from the public mains.
- 6.2 If a water standpipe is provided, it should be no more than 18 metres from the caravan. The standpipe should also have a suitable paved area, drained to a gully which must not be used for disposal of waste water.

## **7. Drainage, Sanitation and Washing Facilities**

- 7.1 The caravan shall be provided with a drainage system to the satisfaction of Aberdeenshire Council. It shall comply with the Building Standards (Scotland) Regulations in force at the time of installation, for the complete and hygienic disposal of foul, rain and surface water from the site, buildings, caravans, roads and footpaths.
- 7.2 For a caravan having its own plumbing system connected to the site water supply, there shall be provided an adequate and wholesome piped water supply and with a connection to the foul drainage system. The connection shall be capable of being sealed when not in use.
- 7.3 At least one WC shall be provided, with adequate piped supplies of water, either within the caravan or in a suitable building.

One wash basin with an adequate piped supply of hot and cold water adjacent or near to the WC requires to be provided.

At least one shower or bath, with an adequate piped supply of hot and cold water requires to be provided either within the caravan or in a suitable building. Adequate changing facilities shall be provided.

- 7.4 Sanitary facilities and access there to should take into account the requirements of persons with disabilities.
- 7.5 Properly designed and suitably situated disposal points for the contents of chemical closets shall be provided, with an adequate supply of water for cleaning the containers. This water supply shall be clearly labelled as not suitable for drinking. The method of disposal shall be to the satisfaction of Aberdeenshire Council and the Scottish Environment Protection Agency.  
[This condition does not apply if the caravan has its own WC]

- 7.6 The WC referred to in paragraph 7.3 if not provided within the caravan, shall be provided in weatherproof buildings of suitable construction complying with the appropriate Building Standards (Scotland) Regulations at the time of construction and capable of being easily cleaned, maintained and protected from frost.
- 7.7 There shall be adequate surface water drainage for roads, footways and paved areas, and for the site generally.

## **8. Litter and Refuse Disposal**

- 8.1 The caravan shall have an approved refuse receptacle to the satisfaction of Aberdeenshire Council, made of non absorbent material with a close fitting lid.
- 8.2 All refuse receptacles must be emptied and cleansed at least once a week and

maintained in good condition.

- 8.3 Arrangements shall be made for the proper and hygienic disposal of waste water from the cleaning of bin stores and refuse receptacles.

## **9. Fire Points and Fire Fighting Equipment**

- 9.1 Consideration should be given to the provision of a fire point comprising either water extinguishers (2x9 litres) or a water tank of at least 500 litres capacity fitted with a hinged cover, 2 buckets and one hand pump or bucket pump. Suitable frost protection methods shall be used. If fire extinguishers are provided they would require to be inspected annually by a competent person and a record of the inspection displayed on each extinguisher.

- 9.2 The following fire fighting equipment shall be provided within each caravan:-

1 x 1kg Dry Powder Extinguisher  
1 x Fire Blanket

- 9.3 It is recommended that consideration be given to the provision of bolt cutters to allow the speedy removal of LPG bottles in case of fire.

## **10. Fire Warning**

- 10.1 The caravan shall be fitted with a smoke alarm which shall be properly maintained. It shall comply with BS 5446: Part 1 (preferably a smoke alarm with a 10 year battery) and be of a type which is fitted with a 'silence' facility to reduce the likelihood of it being disabled due to frequent false alarms.

## **11. Maintenance of Fire Fighting and Alarm Equipment**

- 11.1 All alarm and fire fighting equipment shall be installed, tested and maintained in working order by a competent person and available for inspection by the Council. A record shall be kept of all tests and any remedial action.

- 11.2 All equipment susceptible to damage by frost shall be suitably protected.

## **12. Fire Hazards**

- 12.1 All grass and other vegetation shall be cut at frequent or regular intervals to prevent them from becoming a fire hazard. Any such cuttings shall be removed from the vicinity of the caravan.

- 12.2 Readily combustible materials shall not be stored beneath the caravan.

## **13. Storage of Liquefied Petroleum Gas (LPG)**

- 13.1 LPG supplied from tanks shall comply with Petroleum Gas Association (LPGA) COP 1 Part 1 'Bulk Storage and Fixed Installations: Installation & Operation of Vessels Located Above Ground' and LPGA COP 7 'Storage of Full & Empty LPG Cylinders & Cartridges'.

- 13.2 LPG installations shall conform to BS 5482 "Code of Practice for Domestic Butane and Propane Gas Burning Installations, Part 2: 1977: Installations in caravans and non-permanent buildings."

- 13.3 For mains gas supply, the 1984 Regulations will be relevant for the installation downstream of any service pipe(s) supplying any primary meter(s). Such service pipes

are subject to the Gas Safety Regulation 1972.

- 13.4 All gas installations, appliances, flues and associated pipework to the caravan, buildings and storage tanks shall be subject to an annual inspection by a member of an organisation registered with CORGI. A copy of the inspection certificate shall be displayed within each caravan. The Aberdeenshire Council Gas Safety Notice requires to be conspicuously displayed on a window of the caravan.

#### **14. Carbon Monoxide Detectors**

- 14.1 A carbon monoxide detector shall be installed in the caravan. It shall be of a type which gives an audible warning and installed in accordance with manufacturer's instructions. The fitting shall be checked in accordance with manufacturer's instructions and the inspection recorded in writing and available for checking by local authority staff.

#### **15. Telephones**

- 15.1 A telephone shall be available for calling the police, fire brigade, ambulance or other services in an emergency and the full address of the site must be displayed near the telephone.

#### **16. Electrical Installations**

- 16.1 The caravan shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands.
- 16.2 An approved electrical outlet shall be provided.
- 16.3 Any cables shall be so laid to avoid endangering residents and others frequenting the site.
- 16.4 Any electrical installation other than Electricity Board works and circuits shall be installed in accordance with the requirements of the Institution of Electrical Engineers Regulations for the Electrical Equipment of Buildings (the IEE Wiring Regulations) for the time being in force (and if relevant to the standards acceptable for the purposes of the Electricity Supply Regulations 1988 SI 1988 No. 1057), and be properly maintained.
- 16.5 The installation shall be inspected not less than once in every 12 months (or every 3 years for underground installations) or in such longer period as may be recommended by a person who shall be one of the following:-
- professionally qualified electrical engineer
  - a member of the Electrical Contractors Association
  - a member of the Electrical Contractors Association (Scotland)
  - a certificate holder of the National Inspection Council for Electrical Installation Contracting; or
  - a qualified person acting on behalf of one of these (when it should be stated for whom he is acting).

Within one month of such an inspection, the person carrying it out should issue an inspection certificate in the form prescribed in the IEE Wiring Regulations. The certificate must be obtained by the site operator and displayed with the Site Licence.

#### **17. Recreational Open Space**

- 17.1 Reasonable space shall be available on the site or nearby for recreational purposes.

## **18. Maintenance**

18.1 The site and all facilities on it shall be properly maintained in a good state of repair and in good condition at all times.

## **19. Notices**

19.1 A copy of the site licence with its conditions shall be available on the site.

## **20. Laundry Facilities**

20.1 The caravans shall be equipped with a 13 amp electrical socket outlet within the kitchen area, the socket outlet being suitable for the operation of a washing machine. A drying green requires to be provided.

20.2 If a 13 amp electrical socket is not available, laundry facilities in a suitable building shall be provided. An adequate piped supply of water shall be provided and the sink/washing machine connected to a suitable foul drainage system.

## **21. General**

21.1 The following conditions will apply to sites which operate between 1<sup>st</sup> November and 31<sup>st</sup> March:

- Steps shall be taken as far as is practicably possible to keep carriageways, footpaths and car parking areas free of snow and ice.
- Every pipe or other water fitting, waste pipe and drain, whether inside or outside a building or other structure shall as far as practicably possible, be effectively protected against freezing and damage from freezing.