

# Park Operators Town Planning & Site Licence Quick Checklist

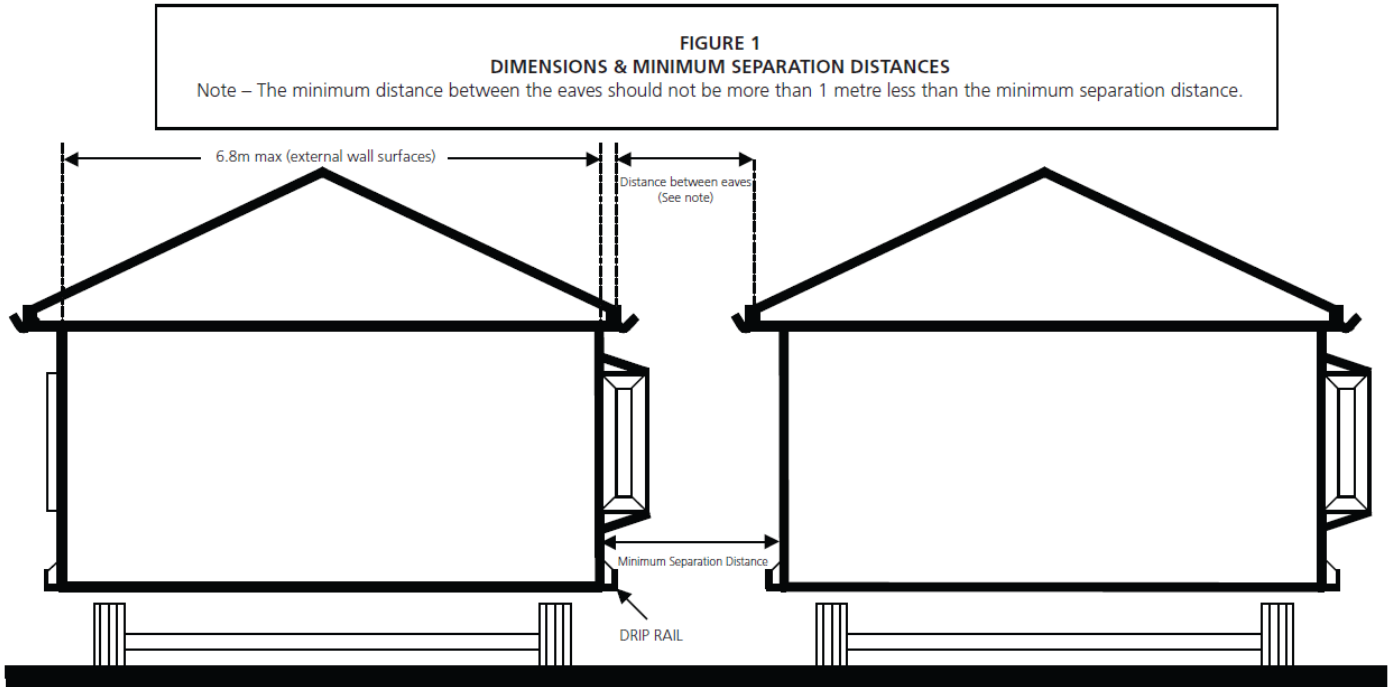
- 1 **Planning permission is required for the following:**  
Decking; verandahs; porches; sheds/garages; site buildings; entrance and advertising signs and anything not positively required by the Site Licence
- 2 **A valid Site Licence grants permitted development rights for anything that is positively required by a licence condition** – if you obtain a planning permission for new caravan related development, make sure you update the licence first or these PD rights will not be activated
- 3 **Whatever the site licence may say though, always check the planning permission(s)** – The licence must follow the planning permissions and not the other way around. The licence may be out of date
- 4 **A planning permission can be invalidated if the conditions have not been properly complied with** - Starting work before conditions are approved may also invalidate your consent
- 5 **Be aware that fire safety issues are now largely the responsibility of the local Fire Authority and require a Fire Risk Assessment at least annually** (or immediately when changes are made to buildings, business process or if the assessment is deemed no longer valid)
- 6 **Residential and mixed residential and holiday parks may now be required to fulfill the requirements of the Model Standards 2008** - A 6m spacing could be required; especially on mixed parks where pitches are not within distinct areas of the park
- 7 **If you are served with Enforcement proceedings, seek advice as soon as possible** – delay could result in an enforcement notice becoming actionable
- 8 **Always keep good records**, including dateable photographs, booking records etc in circumstances where you may need to prove a 10 year use of land, so as to assist in any application for a Lawful Development Certificate

TURN OVER - For a quick reminder of pitch spacing

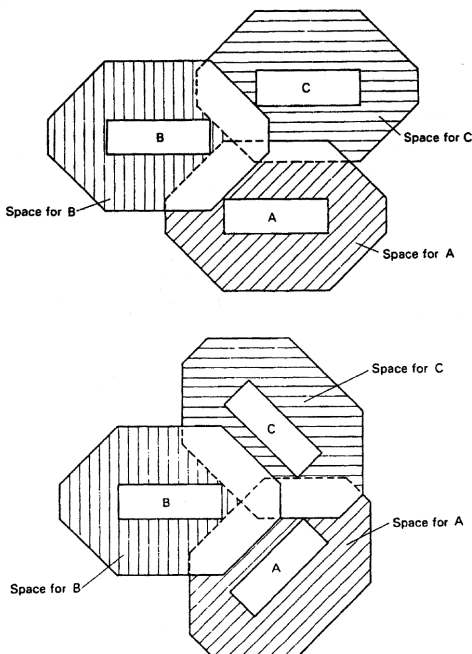
**FOR MORE INFORMATION AND DOCUMENT DOWNLOADS GO TO:**  
[www.ruralurbanplanning.co.uk/caravans](http://www.ruralurbanplanning.co.uk/caravans)

## Spacing of Residential Caravans (2008 Standards)

The minimum Separation Distance is 6 metres from any elevation



## Spacing of Holiday Caravans (1989 Standards)



The minimum spacing distance between caravans made of aluminium or other materials with similar fire performance properties should be:

NOT LESS THAN - 5 metres between units  
3.5 metres at the corners

Where there is a mixture of permanent residential and holiday caravans (or holiday caravans of aluminium and timber construction) the separation distance should be:

NOT LESS THAN - 6 metres between units

Eaves, drainpipes and bay windows may extend into the 5 metre space provided the distance between extremities of adjacent units is not less than 4.5 metres