

**REGULATIONS ON PROVINCIAL TRAVELLERS' TRANSIT SITE**  
**FOR CARAVAN DWELLERS**

approved by  
the Provincial meeting of Deputies of October 1st, 2020, and  
the Provincial Council of October 22, 2020

## **Chapter I - Definitions**

### **Article 1 Definitions**

for the application of these regulations, the following is to be understood as:

1° travellers' transit site: site designed and equipped for the temporary stay of travellers in roadworthy caravans;

2° plot: a space on the transit site intended for the placement of a caravan and the vehicles belonging to this caravan;

3° cluster of plots: a demarcated set of plots on the travellers' transit site;

4° travellers: persons legally residing in Belgium and who are living in a caravan, or whose parents did, with the exception of residents of camp sites or areas with holiday homes;

5° caravan: a dwelling characterized by flexibility and mobility, intended as a permanent and non-recreational residence, that is roadworthy and hence meets the technical requirements and registration conditions allowing it to be used on public roads;

6° license: authorization, granted unilaterally by the site supervisor, and in accordance with the provisions of the present regulations, to use a specific plot within the travellers' transit site during a defined period of time for a defined number of users, as mentioned in the plot certificate;

7° plot certificate: documentary evidence of the license given to park a caravan on the travellers' transit site;

8° applicant: the person who applies for a license to use a plot on the travellers' transit site for himself, his family and the other residents of the same caravan;

9° plot tenant: the person to whom the license to use a plot for himself, his family and the other residents of the same caravan, was delivered;

10° user: the plot tenant, his family and the other residents of the same caravan;

11° site supervisor: the provincial government staff member responsible for the daily supervision over the travellers' transit site and for delivery of the license to use a plot;

12° fee: the charges for the use of a plot, to be paid by the applicant to the province of Antwerp, in accordance with the provisions of the fee regulations of the travellers' transit site.

## **Chapter II - Scope of Application**

### **Art. 2 Location**

These regulations apply to the travellers' transit site that the province of Antwerp makes available to travellers. The site is located at Vosselaarseweg 1A, 2275 Lille. The site has 25 plots.

The site is open all year round, with the exception of periods for collective closure and for periodic maintenance and cleaning of the site. The closing periods will be announced in advance on site and on the website.

### **Art. 3 Applicable Rules and Regulations**

§1 The municipal police regulations are in force on the travellers' transit site. The police has full access to the travellers' transit site in order to maintain public safety and compliance with applicable regulations. The police is authorized to verify the users' identities and vehicle license plates.

§2. The users abide by these provincial travellers' transit site regulations, the applicable fee regulations, and the Uniform Municipal Police Ordinance (uniforme gemeentelijke politieverordening (UGP)) of the commune of Lille. A copy of these regulations is available at the reception desk, and can be viewed there. they can also be consulted online.

## **Chapter III - Plot License**

### **Art. 4. Notification**

§1 In order to ensure an available place, an applicant must call the site operator in advance to reserve a plot. However, this reservation by telephone is not in itself a license, since the conditions of Article 6 must also be met. The site's web page, as well as the information board at the entrance, indicates how and when the applicant can reach the site supervisor.

§2. On the agreed day, the applicant reports to the site supervisor on the site. The applicant personally applies for a license to occupy a plot from the site supervisor. Upon notification, applicants who have made a reservation may place their vehicles, trailers and caravans in the reception area, but a passage of 4 meters has to be kept free. Once the license has been granted or refused, the waiting zone must be cleared again immediately.

### **Art. 5 Length of stay**

The applicant can obtain a license for a plot on the travellers transit site for a maximum of five non-consecutive periods of no more than twenty-one days each per year.

## **Art. 6. Conditions**

§1. The site supervisor can grant a license if the application meets the following cumulative conditions:

- 1° At the time of the notification, a plot is available or has been reserved by the applicant;
- 2° the applicant complies with the definition of a traveller as specified in article 1,4° of these regulations;
- 3° the applicant is of age at the time of the application;
- 4° the applicant gives the site supervisor a valid identity document of himself and of all other adult users of the plot, so a copy can be made;
- 5° the applicant has paid the fee and the deposit in accordance with the fee regulations.

§2. The license can be refused if:

- 1° The applicant or the other plot users have an outstanding debt with the province, due to a previous stay at the travellers' transit site;
- 2° the applicant or the other plot users have been staying at the travellers' transit site for a period of twenty-one days immediately prior to the application;
- 3° the applicant, his family members or the other plot users are temporarily or permanently banned by the provincial authorities from the use of travellers' transit site;
- 4° the applicant is parked on the travellers' transit site without the site supervisor's prior permission.

§3. The applicant signs the plot certificate and commits himself thereby to complying with the present regulations and with the fee regulations applicable to the travellers' transit sites. He commits himself to ensuring that the other plot users and visitors abide by these regulations.

## **Art. 7 Registration**

§1. The site supervisor records the identity details of the applicant and the adult users [of the plot], as well as the license plates of the vehicles, caravans and trailers mentioned in the application, in a data file intended for that purpose. The site supervisor shares this information with the local police.

§2. Upon arrival, the site supervisor notes the latest departure date, the assigned plot (cluster) and the meter readings of the assigned utility column for water and electricity on the plot certificate, which is signed by the applicant.

## **Art. 8 Plot use**

§1. During the period of validity of the granted license, the plot tenant can place a roadworthy caravan, an accompanying trailer and his vehicles on the plot. The caravans and vehicles are always roadworthy. Vehicles weighing more than 3,5 tons are not permitted on

the site. The site supervisor can limit the number of vehicles per plot and/or per plot cluster in function of the qualitative deployment of 100m<sup>2</sup> foreseen per plot.

§2. For the use of the plot and the utility equipment, and for the installation of the caravan and the vehicles belonging to the caravan, the plot tenant follows the directions of the site supervisor and always acts in accordance with the safety regulations and instructions of the site supervisor.

§3. The site supervisor adds the defects to the allocated equipment on the copy of the license (by means of a contradictory location description or by means of dated photographs) The plot tenant shall immediately report to the site supervisor any defects not listed on the license's copy.

## **Chapter IV - Site use**

### **Art. 9 Good neighbourliness**

§1. The user can at no time disturb the rest, safety and health of other users and of the environment. In particular, the use of sound sources such as generators, radios and TVs should not be disturbing. Between 22.00h p.m. and 06.00 a.m. it is forbidden to make noise or to use noise-producing appliances in a way that is disturbing to other users or local residents.

§2. Pets must not cause any nuisance or inconvenience, and be housed animal-friendly. They are not allowed to run loose on the travellers' transit site, or to soil the travellers' transit site. The owner of the animal must always clear the faeces of his pet.

### **Art. 10 Prohibitions**

The user is not allowed to:

- 1° Soil or damage the travellers' transit site, the available facilities, fencing or plants, or to use them for any other than their intended purposes;
- 2° enter into any activity that may cause health risks to himself or the environment, or which may present a risk of fire or explosion;
- 3° enter into any activity that may be of nuisance to others;
- 4° light an open fire;
- 5° store flammable or explosive substances, with the exception of gas for domestic use in so far as it is within the legally prescribed standards and provided that the required permits are available;
- 6° store or leave garbage, waste, scrap material or iron, vehicle wrecks, tires, gas cylinders, batteries, discarded goods of any kind on the travellers' transit site or in any other than the intended places;
- 7° keep cattle, poultry or livestock on the travellers' transit site;
- 8° store any materials not linked to the residential function on the plot;
- 9° hook on to another plot's or common utility equipment by means of water hoses, cables or similar devices;

- 10° build stables, sheds or structures of any kind;
- 11° spend the night outside the caravans in tents, vehicles or otherwise;
- 12° leave the caravan and the vehicles unattended for more than 48 hours.

#### **Art. 11 Household waste and litter**

§1. The user deposits the household waste in the appropriate containers in accordance with the regulations in force and discharges any waste water at the designated place.

§2. The user always keeps the plot and the travellers' transit site's common areas clean.

§3. The costs of cleaning up litter, any other than household waste (such as stone rubble, construction waste, metal or other materials) or faeces on and around the plot are borne by the plot tenant.

§4. The costs of cleaning up litter, any other than household waste or faeces on the travellers' transit site's common areas are borne by the person who left the waste. If it is not clear from whom the waste comes, the costs can be charged to all plot tenants.

#### **Art. 12 Plot**

§1. The plot is exclusively used as a temporary residence for travellers.

§2. The user keeps the plot, including the distribution points for water and electricity, in an orderly condition, in the way he found the site at the start of his use. The plot tenant immediately informs the site supervisor of any damage to the infrastructure of the plot and/or the distribution points.

§3. The washing or repair of vehicles and caravans can only take place in the liquid-tight zone of the plot cluster.

§4. If necessary, staff members of the province or its agents can perform work on the plot. The distribution points for water and electricity must always be accessible.

#### **Art. 13 Sanitary Facilities**

The user keeps the sanitary facilities assigned to him in a clean condition. The plot tenant immediately informs the site supervisor of any damage to the sanitary facilities.

If necessary, staff members of the province or its agents can gain access to the plots to clean them or to perform work.

#### **Art. 14 Green zone**

The green zone within the travellers' transit site may be used by the users for recreation and games.

The site supervisor can make agreements and impose restrictions or conditions for the use of the green zone.

### **Art. 15 Multipurpose room**

The site supervisor determines who can use the multipurpose room located in the main building. The site supervisor can make appointments and impose restrictions and conditions for the use of the multipurpose room.

### **Art. 16 Road Infrastructure**

§1. The roads on the travellers' transit site are only accessible to the users and to people who need to have access. Vehicles can only move at a walking pace, at maximum 20 km/h.

§2. Motor vehicles, trailers and caravans shall not be parked on the roads, except in the waiting zone. On all roads within the travellers' transit site, including the access roads and the waiting zone, a 4 meter passage must be kept free at all times for evacuation and emergency access purposes.

Access to the water and electricity distribution points must be available to all services and the concession holders concerned.

### **Art. 17 Damage**

§1. Any person who causes damage to the existing infrastructure on the travellers' transit site is obliged to fully compensate the damage or, if so agreed upon and supervised by the provincial authorities, repair it or have it repaired immediately. If it is not clear who has caused the damage, the plot tenant is jointly and severally responsible for the compensation of the damage.

§2. The costs resulting from the damage shall in the first place be deducted from the deposit provided for that purpose. If the amount for compensation for the damage would exceed the amount of the deposit, the plot tenant is obliged to compensate the difference.

### **Art. 18 Liability**

§1. The plot tenant is jointly and severally liable for violations of these regulations or for damage caused by the other users of his plot and/or his visitors.

§2. Persons exercising parental authority always supervise their minor children and are liable for them.

§3. The provincial authorities cannot be held liable for accidents caused by plot tenants, third parties or unidentified individuals. The provincial authorities are not liable for any accidents within the travellers' transit site.

## **Chapter V - Departure**

### **Art. 19 End of stay**

The user leaves the travellers' transit site before expiry of the authorized period and in agreement with the site supervisor.

### **Art. 20 Controle**

Upon the end of the stay, the plot tenant makes sure the plot and its immediate surroundings are restored to their original state. The site supervisor will verify with the plot tenant whether all provisions of the general regulations were met, including conformity with the location description. A contradictory location description at the end of the use is also signed by the plot tenant. The settlement is made in accordance with the provincial fee regulations.

## **Chapter VI - Supervision and sanctions**

### **Art. 21 Assessments**

§1. Any person appointed by the province, the site supervisor and the police may at any time establish infringements of the regulations or of damage to the travellers' transit site and plots.

§2. Infringements punishable by a municipal administrative sanction in accordance with the Uniform Municipal Police Ordinance (UGP) of the municipality of Lille may be determined by the police officers of the federal police, officers and auxiliary agents of the local police zone Lille, civil servants of the municipality of Lille, the Province of Antwerp or the Flemish Region who meet the minimum conditions laid down in the Royal Decree of 7 January 2001 laying down the procedure for appointing the civil servant and collecting the fines in implementation of the law of 24 June 2013 on the introduction of the local administrative sanctions, and designated for that purpose by the municipal council;

§3. The main building and the height limiter are monitored with a camera. The images can always be transferred to the police services in the context of a criminal or judicial investigation.

### **Art. 22 Identification**

Travellers' transit site users are required to identify themselves upon simple request of the site supervisor, any other person duly appointed by the provincial authorities or the police. The license plates of caravans, trailers and motor vehicles always have to be visibly attached to the appropriate vehicles.

### **Art. 23 Withholding of the deposit**

For violations of articles 9-17 and 22, the deposit may be entirely or partly withheld .

### **Art. 24 Revocation of the license, temporary and/or permanent access ban**

Without prejudice to the application of the applicable articles of the penal code by the judicial authorities or the Uniform Municipal Police Ordinance (UGP) of the municipality of Lille by the police services, the provincial authorities may sanction infringements of the provisions of these regulations with an administrative revocation of the license.

Such revocation implies the obligation for the sanctioned plot tenant and its users to immediately leave the travellers' transit site, or may amount to a temporary access ban. Determination of repeated infringements may result in the definitive exclusion of the travellers' transit site.

#### **Art. 25 Clearance of the plot**

The provincial authorities are authorised to clear the plot including any associated caravans, vehicles and other mobile constructions at the risk and expense of the plot tenant(s) and / or transgressor(s) concerned without prejudice to civil or criminal prosecution, in case of:

- 1° unlicensed use of a plot;
- 2° use of a plot by other caravans or vehicles than those mentioned on the license;
- 3° use of a plot based on providing false data;
- 4° use of a plot after withdrawal of the license;
- 5° use of a plot after a temporary or permanent access ban from the travellers' transit site;
- 6° abandoned caravans, vehicles and other materials on the plot.

#### **Art. 26 Applicability of municipal sanctions**

In so far as laws, decrees, decisions, general or provincial ordinances do not provide for other penalties, infringements of the provisions of these regulations may be punishable by an administrative sanction in accordance with the Uniform Municipal Police Ordinance (UGP) of the municipality of Lille, adopted by the Lille City Council on 24 June 2020 and all subsequent amendments.

In particular, this concerns infringements of Articles 9 to 11 (including) of the present regulations, the sanctioning of which takes precedence under the corresponding provisions of the Uniform Municipal Police Ordinance (UGP).

### **Chapter VII - Final Provisions**

#### **Art. 27 Coming into Force**

het present regulations come into force on December 1st, 2020, and replace any previous regulations.