# APPENDIX D
# Telecoms – Prior Notification - VALIDATION CHECKLIST 2010

| | |
|---|---|
| **Your application MUST include the following:** | |
| **Original plus 3 copies** of the completed application form, signed and dated | Yes/No |
| Have you spoken about the scheme with any planning staff before? <br> Please tell us who you spoke to and send in any copies of letters or emails you have received: | Yes/No |
| Ownership certificates | Yes/No |
| Evidence that the developer has given notice of the development | Yes/No |
| The correct fee: (tick as appropriate) <br> **(If no fee is required please explain why together with any supporting documents)** | Yes/No |
| **The following plans <u>will</u> be required: ( all dimensions must be metric)** | |
| **4 copies of an Ordnance Survey based location plan**. It should identify the land or site <br><br> • be at a scale of 1:1250 or 1:2500 <br><br> • show at least two (if practicable) named roads <br> • show surrounding buildings (named and numbered) and <br><br> • show the direction of North. <br><br> The application site should clearly be edged with a red line and any other land you own should be edged with a blue line. | Yes/No |
| **4 copies of the Detailed layout and site plans of the equipment showing:-** <br><br> • Siting and layout (with dimensions) at a scale of 1:100 or 1:200 or 1:500 <br><br> • Direction of north <br><br> • all buildings and structures, property/ownership boundaries, gardens, walls, hedges and fences, open spaces, roads, footpaths, access and car parking at your property: <br><br> • Position of any trees on Land adjoining the site: <br> • Hard and soft landscaping details: and <br> • adjacent buildings including the location of any windows <br><br> • Accurate and dimensioned siting/position of any free standing equipment | Yes/No |
| **4 copies of all elevation plans** at a scale of not less than 1:100 | Yes/No |
| **4 copies of the supporting statement including:** <br><br> • ICNIRP certificate <br><br> • Evidence of the need for the facility <br><br> • Evidence of alternative locations, area of search and alternative solutions. <br><br> • Map showing relationship to schools and other telecommunications equipment in the vicinity. <br><br> • Supplementary Information template (Annex F of the Code of best practice) | Yes/No |

| The following information may be needed to validate your application, if in doubt please check with us at the number below or via email. | |
|---|---|
| **Environmental pollution** | Yes/No |
| **Statement of Community Involvement** | Yes/No |
| **Photographs and montage** | Yes/No |
| **A Tree Survey** if any trees are to be removed, lopped or topped. | Yes/No |
| **Listed Building Character Assessment**/Conservation Area Appraisal | Yes/No |
| **Visual impact assessment** | Yes/No |