

## Validation Checklist - Prior Notification Procedure

Your application **MUST** include the following:

DOCUMENT	Req'd? Yes/No
<b>3 Copies</b> of the completed notification forms, signed and dated and fee	
<b>3 Copies</b> of a site location plan with the application sited outlined in <b>RED</b> and any adjoining land owned or controlled outlined in <b>BLUE</b> to a scale of 1:1250 or 1:2500.	
<b>3 Copies</b> of an existing and proposed block plan with the application sited outlined in <b>RED</b> and any adjoining land owned or controlled outlined in <b>BLUE</b> to a scale of 1:200 or 1:500.	
<b>3 Copies</b> of <b>proposed elevations</b> to a scale of 1:100.	
<b>3 Copies</b> of <b>proposed floor plans</b> to a scale of 1:50 or 1:100	
<b>3 Copies</b> of <b>existing elevations</b> to a scale of 1:100.	
Where applicable, details of any assistance or advice sought from a planning officer prior to submitting your application - please indicate dates of any correspondence or discussion, reference number and name of officer	

### For Telecommunication Notifications:

In addition to the requirements specified above, it is recommended that the following information is also submitted in order to assist with the processing of the application.

DOCUMENT	Req'd? Yes/No
A signed declaration that the equipment and installation fully complies with the ICNIRP requirements	
Site Type (micro or macro)	

Details of all consultations carried out with a particular school or further education college if relevant	
Details of any consultations carried out and copies of all written comments	
Details of any consultation carried out the CAA/Secretary of State for Defence/Aerodrome operator if relevant	
Details of the proposed structure including the type of structure and its dimensions, height of existing building and details of the size of equipment housing and materials	
A statement explaining the reasons for the choice of the design	
Technical information including the frequency, modulation characteristics, power output and the height of the proposed antenna	
Technical justification - details about the purpose of the site and why the particular development is required	
Details of alternative sites rejected with a justification for rejecting them; This should include existing masts, structures and other buildings within the search area	
An explanation if no alternatives considered	
Visual Impact assessment where relevant	
Acoustic report where relevant	
Any other relevant additional information	