



## Validation Criteria for Prior Notification of Development by Electronic Telecommunications code operators

If you are making Prior Notification of proposed development in respect of permitted development by electronic telecommunications code operators, the following plans or information should be provided.

Once you have completed this checklist, please send it or a copy to us, with your application.

- The following information must be submitted. If you think some information requested is not relevant to your application, please explain why not.
- **Failure to provide the information requested may invalidate your application and it will be returned to you as incomplete.**
- **One original plus one copy** of each document & plan is required unless the application is submitted electronically. However we reserve the right to ask for extra electronic or paper copies of plans or information we think is necessary to assess and publicise your application properly.

| Requirement  | Tick if provided |    | If 'No' explain why not |
|--|------------------|----|-------------------------|
|  | Yes              | No |                         |
| <b>Completed form</b> (signed and dated)   |                  |    |                         |
| <b>Plans - All plans and drawings to indicate: paper size; key dimensions; scale bar indicating a minimum of 0 - 10 Metres</b>   |                  |    |                         |
| <b>Location Plan (at a scale of 1:2500 or 1:1250 as may be necessary to fulfil the criterion below).</b><br>This should show the application site outlined in red, including access to the highway. Any other adjoining land owned or controlled by the applicant should be outlined in blue. Where possible plans should show at least two named roads and surrounding buildings. The properties shown should be numbered or named to ensure the exact location of the application site is clear. |                  |    |                         |
| <b>Site/Block plan (at a scale of 1:200 or 1:500).</b><br>This should show the direction of North and enable the precise identification of the property and the proposal in association with surrounding and adjoining properties, schools and other Telecommunication equipment in the vicinity.  |                  |    |                         |
| <b>Evidence</b> that notice of the proposed development has been given to any person (other than the applicant) who is an owner of the land to which the development relates or a tenant by serving a notice on every such person and where the names and addressed are not known by local advertisement.  |                  |    |                         |
| <b>Evidence</b> that where the proposed development consists of the installation of a mast within three kilometres of the perimeter of an aerodrome the developer shall notify the Civil Aviation Authority, the Secretary of State for Defence or the Aerodrome operator as appropriate before making the application.  |                  |    |                         |

| Requirement  | Tick if provided |    | If 'No' explain why not |
|--|------------------|----|-------------------------|
|  | Yes              | No |                         |
| <p><b>Supporting Planning Statement including:</b></p> <ul style="list-style-type: none"> <li>• Area of search.</li> <li>• Technical information including the frequency, modulation characteristics, power output and the height of the proposed antenna.</li> <li>• Technical justification — details about the purpose of the site and why the particular development is required.</li> <li>• Details of alternative sites rejected with a justification for rejecting them: This should include existing masts, structures and other buildings within the search area .</li> <li>• An explanation if no alternatives considered.</li> <li>• Visual impact assessment where relevant.</li> <li>• Acoustic report where relevant.</li> </ul> <p>Any other relevant additional information.</p> |                  |    |                         |
| <b>ICNIRP Statement</b> for telecoms apparatus   |                  |    |                         |
| <b>Statement of Community Involvement</b>  |                  |    |                         |
| <b>The appropriate fee</b>   |                  |    |                         |

This Validation Checklist is a Direction made under section 62 of the Town and Country Planning Act 1990 and Regulation 4 of the Application Regulations 1988. Failure to submit the information required by the Direction may result in the application being treated as invalid under article 5(4) of the Town and Country Planning (General Development Procedure) Order 1995.

Should you require further guidance, please contact: Planning Services, Elmfield, New Yatt Road, Witney, Oxon, OX28 1PB  
**Tel:** 01993 861420 **Fax:** 01993861451 **Web:** [www.westoxon.gov.uk](http://www.westoxon.gov.uk) **email:** [planning@westoxon.gov.uk](mailto:planning@westoxon.gov.uk)