

## Planning Application Requirements (PAR) Checklist for:

### Application for prior notification of proposed development in respect of permitted development by electronic communications code operators

Your application **MUST** include the items listed under National Requirements. It should also include those under Local Requirements where relevant. Any missing requirement could delay the validation of your application.

For a more detailed explanation of and guidance on each local requirement, please refer to the PAR descriptions list.

#### NATIONAL REQUIREMENTS

Details required	Yes
A completed form or written description of the proposed development (original plus 3 copies to be supplied unless the application is submitted electronically)	
A plan which identifies the land to which the application relates and showing the direction of North, drawn to a scale of 1:1250 or 1:2500 with the application site outlined in red (original plus three copies to be supplied unless the application is submitted electronically)	
The appropriate fee (see Fees list)	
Evidence that the developer has given notice of the proposed development in accordance with A.3(1) of Part 24 of Schedule 2 to the General Permitted Development Order 1995	
Where the proposed development consists of the installation of a mast within 3 kilometres of the perimeter of an aerodrome, evidence that the developer has notified the Civil Aviation Authority, the Secretary of State for Defence or the Aerodrome operator in accordance with A.3(2) of Part 24 of Schedule 2 to the General Permitted Development Order 1995	

#### LOCAL REQUIREMENTS

Details required	Yes	No	If No, please explain why not
Plans (original plus 3 copies to be supplied unless the application is submitted electronically) including:			
<ul style="list-style-type: none"> <li>• Existing and proposed elevations at a scale of 1:50 or 1:100</li> </ul>			
<ul style="list-style-type: none"> <li>• Existing and proposed floor plans at a scale of 1:50 or 1:100</li> </ul>			
<ul style="list-style-type: none"> <li>• Existing and proposed site sections and finished site levels at a scale of 1:50 or 1:100</li> </ul>			
Supplementary Information as set out in Annex F of Code of Best Practice – details to include:			
<ul style="list-style-type: none"> <li>• A signed declaration that the</li> </ul>			

equipment and installation fully complies with the ICNIRP requirements site type (micro or macro)			
• Details of the area of search			
• 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 map showing the relationship of the application site to schools and other telecommunication equipment in the vicinity			
• 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 have been considered			
• Visual impact assessment where relevant			