



## CHECKLIST FOR APPLICATION FOR PRIOR NOTIFICATION OF PROPOSED TELECOMMUNICATIONS DEVELOPMENT

This checklist sets out the information that should be supplied with an application for prior notification of proposed telecommunications development and contains minimum national requirements and the local requirements that may be applicable.

The national requirements are based on those which are set out in the CLG document "The Validation of Planning Applications: Guidance for Local Planning Authorities" issued in December 2007. The local requirements were approved by Warwick District Council Planning Committee on 30 January 2008

**PLEASE NOTE: the application documentation and plans will be made available on the internet.**

### NATIONAL REQUIREMENTS

- **A completed form** or written description of the proposed development and the materials to be used
- A **plan** showing the location of the proposed development to a scale not less than 1:2500
- The appropriate **fee**
- **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 three 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 the General Permitted Development Order 1995

**LOCAL REQUIREMENTS -at the present time we require FOUR copies of forms and associated documentation unless the application is being submitted electronically**

Appendix F of the **Code of Best Practice on Mobile Phone Network Development** (ODPM 2002) sets out a Supplementary Information Template to accompany Telecommunications Prior Notification submissions. Operators may wish to complete and attach the template. If not submitted, the following minimum supporting information **MUST** be provided;

- Details of site selection process containing area of search, sites rejected with a justification for that rejection and an explanation if no alternatives have been considered
- The location plan must clearly identify the relationship of the chosen site to existing schools or other educational establishments
- A Planning statement describing the visual impact of the development and Arboricultural information if the development is close to existing trees or their canopies which are being relied on to provide screening for the installation.
- Technical information and justification why the site is required including existing and predictive coverage plots
- An ICNIRP certificate to demonstrate compliance with current approved standards
- Details of all consultation undertaken prior to submission of the prior notification to the local Planning Authority

## RELEVANT DEVELOPMENT PLAN POLICY

Warwick District Local Plan 1996-2011

SC9 -Telecommunications



If you need help or advice, please telephone numbers given below during office hours:-  
8.45 am - 5.15 pm Monday - Thursday; 8.45 - 4.45 pm on Fridays: Planning Department,  
P.O. Box 2178, Riverside House, Milverton Hill, Royal Leamington Spa, CV32 5QH

For your information, the District is split into two area teams which deal with the following areas:-

**Western Area Team:** Direct Line ( 01926 456532) :-

Warwick, Kenilworth, Burton Green, Leek Wootton/Hill Wootton, Barford, Sherbourne, Wasperton, Norton Lindsey, Budbrooke, Hatton, Haseley, Rowington, Beausale, Wroxall, Honiley, Shrewley, Baddesley Clinton, Lapworth, Bushwood, Stoneleigh, Ashow.

**Eastern Area Team:** Direct Line (01926 456538):-

Leamington Spa, Cubbington, Whitnash, Bishops Tachbrook, Radford Semele, Old Milverton, Blackdown, Baginton, Bubbenhall, Offchurch, Eathorpe, Hunningham, Wappenbury, Weston-under-Wetherley.

**Warwick District Council strives to ensure that all people, regardless of ethnic origin or disability have equal access to its services. All information will be made available in braille, cassette tape or other languages on request.**

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