



Application for prior notification of proposed development by
telecommunications code system operators.

Town and Country Planning General Permitted Development Order 1995 Schedule 2, part 24

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

2. Agent Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

3. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting: Northing:

Description:

4. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? Yes No

If Yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently).

Please tick if the full contact details are not known, and then complete as much as possible:

Officer name:

Reference:

Date: (DD/MM/YYYY)
(must be pre-application submission)

Details of pre-application advice received?

5. Telecommunications Apparatus

Please specify the type of apparatus to be installed or altered (e.g. call box, mast):

Please provide further details of the apparatus (e.g. height, size, colour, etc):

Are you replacing an existing installation? Yes No

If Yes, please provide further details of the existing apparatus (e.g. height, size, colour etc):

Are you submitting a declaration confirming that the apparatus is in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP)? The emissions from all mobile phone network operators' equipment on the site must be taken into account when determining compliance. Yes No

6. Supplementary Information

Are you also providing a completed Supplementary Information Template (as set out in Annex F of the Code of Best Practice on Mobile Phone Network Development)?

Yes No

7. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal? Yes No

If Yes, please provide details:

8. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted.

The original and 3 copies of a completed and dated prior notification form:

The correct fee:

The original and 3 copies of the location plan to a scale not less than 1:2500:

9. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

(date cannot be pre-application)

10. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Country code: Fax number (optional):

Country code: Fax number (optional):

Email address (optional):

11. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Country code: Fax number (optional):

Country code: Fax number (optional):

Email address (optional):

12. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? Yes No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* Agent Applicant Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

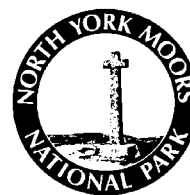
Contact name:

Telephone number:

Email address:

Validation Checklist

Prior Notification of Proposed Development by Electronic
Telecommunications Code System Operators



To ensure that the Planning Officer dealing with your notification has a complete picture on which to base their judgments the following information is required at notification submission stage.

Please complete the attached checklist to indicate what you have included with your notification. All plans should include paper size, key dimensions and scale.

Standard National Validation Requirements

(Three copies are to be supplied unless the notification is submitted electronically)

Completed Notification Form with Signed and Dated Declaration YES NO

Location Plan indicating the site, to a recognised scale i.e. 1:2500 or 1:1250 with the development site edged in red. YES NO

Notification Fee YES NO
Please see the Authority's Fee Sheet for further information.

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. YES NO

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 Schedule 2 to the General Permitted Development Order 1995. YES NO

Signed Declaration that the equipment and installation fully complies with the ICNIRP requirements. YES NO

Some or all of the Following Information may also be Required:

Acoustic Report (where relevant) YES NO

Area of Search YES NO

Details of Alternative Sites rejected with a justification for rejecting them. This should include existing masts, structures and other buildings within the search area. YES NO

Explanation if no Alternative Sites Considered YES NO

Map showing the relationship of the notification site to schools and other telecommunication equipment in the vicinity. YES NO

Supplementary Information template (as set out in Annex F of the code of Best Practice on Mobile Phone Network Development). YES NO

Technical Information YES NO

Technical Justification YES NO

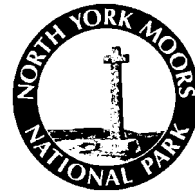
Visual Impact Assessment (where relevant) YES NO

Further additional information may be requested prior to a decision being made.

Please do not hesitate to contact the Development Management Administration Team if you require further assistance.

Guidance Notes

Prior Notification of Proposed Development in Respect of Permitted Development by Electronic Communications Code Operators



These notes have been written to help you with the submission of your notification.

Completed Notification Form with Signed and Dated Declaration

Please submit three copies ensuring that all parts of the form are completed and the declaration is signed and dated unless submitted via the Planning Portal.

Location Plan

This plan should be an up-to-date map at an identified scale (i.e. 1:1250 and 1:2500) with the north arrow labelled. The plan should identify sufficient roads and/or buildings on land adjoining the notification site to ensure that the exact location of the development site is clear. The plan should show the notification development site edged in red.

The following companies provide ordnance survey location plans at a charge, however you may wish to source your own company as there may be others available:

Fox's Copy Centre
21 Market Place
Thirsk
North Yorkshire
YO7 1HD
Phone: 01845 523268
Email: foxscopy@btconnet.com

York Survey Supply Centre
Prospect House
George Caley Drive
York
YO30 4XE
Phone: 01904 692723
Email: sales@yorksury.co.uk

Notification Fee

Please see the Authority's Fee Sheet for further information.

Evidence that notice has been given

A.3 (1) of Part 24 of Schedule 2 of the General Permitted Development Order 1995 states 'The developer shall give notice of the proposed development to any person (other than the developer) who is the owner of the land to which the development relates, or a tenant, before making the application required by paragraph (3) –

- (a) by serving a developer's notice on every such person whose name and address is known to him; and
- (b) where he has taken reasonable steps to ascertain the names and addresses of every such person, but has been unable to do so, by local advertisement.'

Copies of these notices or steps taken to serve notice should be submitted with the notification.

Notification to the Civil Aviation Authority etc.

A.3 (2) of Part 24 of Schedule 2 to the General Permitted Development Order 1995 states 'Where the proposed development consists of the installation of a mast within 3 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 required by paragraph (3).'

Copies of these notices or steps taken to serve notice should be submitted with the notification.

Acoustic Report

The impact of noise can be a material consideration to a development proposal. The Report should outline details of background noise levels of the development.

Area of Search

Usually map based to indicate the search area during the site selection process.

Details of Alternative Sites

Statement to justify why the sites considered during the search for the development site have been rejected and should an existing mast be situated within the same general area, why mast sharing has been rejected.

Explanation if no Alternative Sites Considered

If no other sites have been considered an explanation should be provided as to why this is the case.

Map Showing Site Relationship to Schools

A map should be provided to show the location of the development site to schools and other telecommunications equipment in the area.

Signed Declaration

A signed declaration should be provided to state that the equipment and installation fully applies with International Commission on Non-ionizing Radiation Protection (ICNIRP) requirements.

Technical Information

This should include the frequency, modulation characteristics, power output and the height of the proposed antenna.

Technical Justification

This should include details about the purpose of the site and why the particular development is required.

Visual Impact Assessment

This should explain any mitigating measures that the developer has put into place to protect the visual impact of the proposal on the development site and the surrounding area.