

**VALIDATION CHECKLIST AND GUIDANCE NOTES**  
(Please complete and submit with application)

**Application for Prior Notification of Proposed Development by  
Telecommunications Code System Operators**

Document/Plan	Additional Notes	Provided (circle as appropriate)
<b>NATIONAL REQUIREMENTS</b>	Three copies are required unless submitted electronically	
A completed form or written description of the proposed development.		Y
A plan indicating the proposed location.		Y
The appropriate fee		Y
Evidence	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.	Y
Aerodrome proximity	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.	Y N
<b>LOCAL REQUIREMENTS</b>	Three copies are required unless submitted electronically	
Acoustic report where relevant		Y N
Any other relevant additional information		Y N
Area of search		Y N
Alternative sites	Details of alternative sites rejected with a justification for rejecting them: This should include existing masts, structures and other buildings within the search area.	Y N
Explanation if no alternatives considered.		Y N
Map	Map showing the relationship of the application site to schools and other telecommunication equipment in the vicinity.	Y N
Statement of community involvement.	Evidence of any prior consultation	Y

Supplementary Information Template (as set out in Annex F of the Code of Best Practice on Mobile Phone Network Development).		Y
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**Important Note – regarding the Community Infrastructure Levy**

From the date of the adoption of the Community Infrastructure Levy Charging Schedule (expected in late April 2012) all planning applications which create new floorspace should be accompanied by an additional CIL form which provides additional information which will allow Huntingdonshire District Council to assess CIL payment liability.

It is important that the liable parties (usually either Developers or Landowners) are correctly identified as early as possible. Applicants should therefore submit the CIL Assumption of Liability form with the planning application. Failure to supply such information before work commences on site pursuant to a permission could result in additional penalty costs being incurred.

The forms and additional information about the Community Infrastructure Levy can be obtained from the CIL webpages on the Council's website or the CIL pages of the Planning Portal. The Community Infrastructure Levy Charging Schedule is also available for viewing from the Council's CIL webpages.

**February 2008 Amended for CIL Jan 2012**