

# Prior Approval Telecommunications Validation Checklist



Complete this checklist and submit it with your application

The prior approval procedure applies to:

- the alteration or replacement of a mast up to and including 25 metres in height above ground level, unless on highway land where the maximum height is 20 metres
- a public call box
- radio equipment housing with a volume of 2.5 cubic metre

Where a mast fits into one of the above categories, a mobile phone operator will submit a notification for 'prior approval'. We then have 56 days to let them know whether we permit or refuse the approval, but we may only consider the appropriateness of the location and appearance of any antenna or supporting apparatus, radio equipment housing or development ancillary to radio equipment housing constructed and the siting and appearance of a mast which has been altered or replaced of the mast. We cannot object to the principle of a mast.

**You will need to submit this completed checklist with your application. It will not be accepted without it.**

Requirement	Included – Y/N	If No, short statement why detail is not required
<a href="#">Completed Application form</a> or letter setting out the information required within the application form.		
<a href="#">Correct fee</a>		
<a href="#">Site Location Plan</a>		
Relevant supporting information For example: <ul style="list-style-type: none"><li>• Relevant scaled plans</li><li>• ICNIRP Certificate</li></ul>		

January 2024