

## Application for consent to display advertisements

### VALIDATION CHECKLIST

This type of application should be submitted in accordance with the requirements shown in this checklist. If not, the application may be declared invalid and not determined or processing may be delayed.

Apply online now using the [Planning Portal](#)

#### The benefits of applying online include

- Immediate delivery and acknowledgement
- Savings on postage and printing costs
- Online help function when completing applications
- Online record of your applications
- Online payment

If you prefer, you can complete your application form online and submit supporting documents and fees by post, this could delay the validation of your application.

#### National Application Requirements – Mandatory Information

<b>Application Form</b> <ul style="list-style-type: none"> <li>• Consent to display advertisements</li> </ul>	<input type="checkbox"/>
<b>Application Fee</b> You must provide the appropriate fee for the proposed development when the application is submitted, failure to submit the correct fee will result in the application being declared as invalid  <a href="#">Download the fees schedule for all English applications here</a>	<input type="checkbox"/>
<b>Plans and Drawings</b> <ul style="list-style-type: none"> <li>• <b>Location Plan</b> –Preferably on paper size less than A2 and at a typical scale of 1:1250 or 1:2500 clearly outlining the site in red. Show direction of North</li> <li>• <b>Site Plan</b> - Preferably on paper size less than A2 and at a typical scale of 1:200 or 1:500 clearly marking on the proposed development. Show direction of North</li> <li>• Show the location of the proposed signs in relation to the adjoining properties</li> </ul>	<input type="checkbox"/>

#### Local Application Requirements – Mandatory Information

<b>Additional Plans and Drawings</b> <ul style="list-style-type: none"> <li>• <b>Elevational Plans:</b> showing the location, size, position, wording size and style, method of illumination if relevant (e.g. If stated to be spotlights,</li> </ul>	<input type="checkbox"/>
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<p>details of the type and number of spotlights will be required) of the sign(s) – remember for projecting signs we need side elevations showing projection of the sign. Should be shown on a plan at scale 1:50 1:100.</p> <ul style="list-style-type: none"> <li>• <b>Siting:</b> The position of the signs should be shown on the 1:200 - 1:500 Site Plan</li> <li>• <b>Cross Section plans:</b> showing details of illumination, if relevant</li> </ul>	
<p><b>Lighting Assessment</b></p> <p>Proposals for external lighting including floodlighting and lighting in connection with a publicly accessible development or proposal in the vicinity of a residential property, listed building, conservation area, a site of nature conservation value (SSSI, LNR, SIN, SLINC, PSI) or area which is currently unlit and contributes to the wider network of dark corridors for wildlife.</p>	<input type="checkbox"/>

## Monitoring

<p><b>Equalities Monitoring Form</b></p> <ul style="list-style-type: none"> <li>• It would help us if you could complete our <a href="#">Equalities Monitoring form</a> so we can check there is a fair planning process for all. Monitoring is essential if we are to address the needs of all sections of the community. It will help us fulfil the Government’s aim to build sustainable and inclusive communities and to reduce social exclusion.</li> </ul>	<input type="checkbox"/>
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