

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.

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- 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

<p>Application Form</p> <ul style="list-style-type: none"> • Consent to display advertisements 	<input type="checkbox"/>
<p>Application Fee</p> <p>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</p> <p>Download the fees schedule for all English applications here</p>	<input type="checkbox"/>
<p>Plans and Drawings</p> <p>Location Plan</p> <p>All applications must include a location plan which should:</p> <ul style="list-style-type: none"> • Be at a scale of 1:1250 or 1:2500; • Show the direction of North and identify sufficient roads and/or buildings on land adjoining the application site to ensure that the exact location of the application is clear • Show the application site outlined in red, which includes all land necessary to carry out the proposed development • Show any other land owned by the applicant, close to or adjoining the application site, outlined in blue. <p>Site Plan</p> <p>All applications must be submitted with a site plan (sometimes called a block plan) which should:</p> <ul style="list-style-type: none"> • Be at a scale of 1:500 or 1:200; and • Show the direction of North and proposed development in relation to the site boundaries and other existing buildings, both on the site and adjacent to it, with dimensions including those to the boundaries. • The site plan should also include the following, unless these would not influence or be affected by the proposed development: 	<input type="checkbox"/>

<p>Application Form</p> <ul style="list-style-type: none"> Consent to display advertisements 	<input type="checkbox"/>
<ul style="list-style-type: none"> All buildings, roads and footpaths on land adjoining the site including access arrangements; All public rights of way crossing or adjoining the site; The position of all trees on the site and those on adjacent land; The extent and type of any hard surfacing; and The type and height of any boundary treatment including walls or fencing where proposed. 	

Local Application Requirements – Mandatory Information

<p>Additional Plans and Drawings</p> <ul style="list-style-type: none"> Elevational Plans: showing the location, size, position, wording size and style, method of illumination if relevant (e.g. If stated to be spotlights, 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. Siting: The position of the signs should be shown on the 1:200 - 1:500 Site Plan Cross Section plans: showing details and method of illumination, if relevant 	<input type="checkbox"/>
<p>Lighting Assessment 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, SINC, 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>Equalities Monitoring Form</p> <ul style="list-style-type: none"> It would help us if you could complete our Equalities Monitoring form 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. 	<input type="checkbox"/>
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