

Listed Building Consent For Alterations, Extension or Demolition of a Listed Building - Validation Checklist

NATIONAL REQUIREMENTS

Forms

- Completed form (3 copies to be supplied unless the application is submitted electronically)

Plans

- A plan which identifies the land to which the application relates in red drawn to a scale of either 1:1250 or 1:2500 with the direction of North clearly marked. Any other adjoining land under the applicants control or ownership should be outlined in blue (3 copies to be supplied unless the application is submitted electronically)
- A copy of other plans and drawings or information necessary to describe
 - the subject of the application (3 copies to be supplied unless the application is submitted electronically) including:
 - Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries
 - Existing and Proposed Elevations (e.g. at a scale of 1:50 or 1:100)
 - Existing and Proposed Floor Plans (e.g. at a scale of 1:50 or 1:100)
 - Existing and Proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100)
 - Plans to a scale of not less than 1:20 to show all new doors, windows, shop-fronts, panelling, fireplaces, plaster moulding and other decorative details
 - Roof plans (e.g. at a scale of 1:50 or 1:100)

Certificates

- The completed Ownership Certificate (A, B, C or D - as applicable) as required by Regulation 6 of the Planning (Listed Building and Conservation Areas) Regulations 1990
- In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Regulation 6 of the Planning (Listed Building and Conservation Areas) Regulations 1990 must be given and/or published in accordance with this Regulation

Other Information

- Design and access statement

LOCAL REQUIREMENTS

may include some or all of the following:

- Listed Building Assessment
- Archaeology Assessment in accordance with level 3 English Heritage Standards (English Heritage 2006)
- Photographs/photomontages showing the whole building and its setting and/or the particular section of the building affected by the proposals
- Planning Statement
- Structural Survey of the building