

Application for Listed Building Consent Validation Checklist

Complete this checklist and submit it with your application/s for any works for the demolition of a listed building or for its alteration or extension in any manner which would affect its character as a building of special architectural or historic interest

National requirements

Requirement	Development types	Included – Y/N	If N short statement why not required
Completed application form, signed and dated	ALL		
Location plan (1:1250 or 1:2500)	ALL		
Completed Ownership Certificate (A, B, C or D as appropriate)	ALL		
Agricultural holdings certificate	ALL		
Design and Access Statement	ALL (for guidance see http://planningguidance.communities.gov.uk/blog/guidance/making-an-application/validation-requirements/national-information-requirements/)		

Local Requirements

Requirement	Development types	Included – Y/N	If N short statement why not required
Block plan (1:200 or 1:500)	ALL		
Existing floor plans (1:50 or 1:100)	Where internal alterations are being made		
Existing elevations (1:50 or 1:100)	Where external alterations are being made		
Proposed floor plans (1:50 or 1:100)	Where internal alterations are being made		
Proposed elevations (1:50 or 1:100)	Where external alterations are being made		
Existing and proposed site sections and finished floor and site levels (1:50 or 1:100)	Where internal alterations are being made		

<p>Roof plan (1:50 or 1:100)</p>	<p>Where alterations are being made to a roof e.g. addition of dormer windows</p>		
<p>Site sections and finished floor and site levels (1:50 or 1:100)</p>	<p>Where alterations are being made to ground levels</p>		
<p>Heritage statement</p>	<p>ALL (this may be included in the Design and Access statement)</p>		