



Validation checklist:

Application for Lawful Development Certificate to a Listed Building

National Requirements Please provide 2 copies of the following documents if submitting on paper; 1 copy if submitting electronically:	Tick
Application form, fully completed, signed and dated	
Location plan (based on an up to date map) at a scale of 1:1250 showing at least two main roads, surrounding buildings and show the direction of North. The application site must be edged clearly with a red line and a blue line around any other land owned by the applicant.	
Information to verify that the description of development sought by the Certificate is lawful i.e. plans/drawings and any other information relevant to the application. These could include the following: <ul style="list-style-type: none"> • Block/site plan at a scale of 1:500 showing the proposed development, including neighbouring properties, site boundaries, any hardstanding and/or car park. • Existing <u>and</u> proposed elevations at a scale of 1:50 or 1:100 with the proposed works clearly labelled and coloured or shaded. • Existing <u>and</u> proposed floor plans at a scale of 1:50 or 1:100 with the proposed works clearly labelled and coloured or shaded. • Roof Plans • Section drawings – to show existing and finished levels 	
Correct fee	