



## Validation checklist:

### Application for Listed Building Consent for alterations, extension or demolition of a listed building

<b>National Requirements</b>	<b>Tick</b>
Please provide 2 copies of the following documents if submitting on paper; 1 copy if submitting electronically:	
Application form, fully completed, signed and dated	
Ownership Certificates (A, B, C or D – as applicable) and Agricultural Holdings Certificate (on application form) fully completed. Either Certificate A, B, C or D to be completed as applicable. Where B, C or D have been completed, Notice(s) need to be served as required.	
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 <b>red line</b> and a blue line around any other land owned by the applicant.	
A copy of any other plans and drawings or information necessary to describe the subject of the application, drawn to identified scale and showing the direction north. See local requirements below for details of plans that may be required for the application proposal.	
<ul style="list-style-type: none"> <li>Block/site plan at a scale of 1:500 showing the proposed development, including neighbouring properties, site boundaries, any hardstanding and/or car park.</li> </ul>	
<ul style="list-style-type: none"> <li>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.</li> </ul>	
<ul style="list-style-type: none"> <li>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.</li> </ul>	
<ul style="list-style-type: none"> <li>Existing <u>and</u> proposed internal elevations clearly showing features at a scale of 1:20</li> </ul>	
Design and Access Statement	
Heritage Asset Statement	

#### Local Requirements

The following documents may be required depending on the nature and location of the application. Further guidance can be found in the Planning Advice Note for Applicants/Agents: Information required when submitting an application. Please provide 2 copies of the following documents if submitting on paper; 1 copy if submitting electronically:

Roof Plans
Street scene elevations - for any large extensions fronting the street and to include adjacent buildings in full
Badger, Bat or Barn Owl Survey
Biodiversity Survey and report
Photographs of any buildings and/or structures/features/items that would be demolished or removed
Tree Survey/Arboricultural Impact Assessment and method appraisal
Structural Survey