

Listed Building consent for alterations, extension or demolition of a listed Building

Checklist of requirements

Notes for clarification

- The Site plan shall include both existing and proposed development.
- All plans shall include critical dimensions
- Please include a scale bar on all plans

National requirements

Requirement	Threshold	Completed ?
Standard application form	All applications	
Design and access statement	All applications	
Location Plan	All applications – scale 1:1250 or 1:2500	
Site Plan	All applications – scale 1:100, 1:200 or 1:500 (except where the information is only a duplication of that clearly visible and identifiable on the location plan)	
Ownership Certificates	All applications – included in 1APP form	
Notices	As required depending on ownership of site	
Agricultural Land declarations	All applications – included in 1APP form	
Fee	All applications (unless exempt)	

Local requirements

Requirement	Threshold	Completed ?
Existing and proposed elevations	As necessary to clearly show the proposed works in relation to what is already there. Scale 1:50 or 1:100	
Existing and proposed floor plans	As necessary to clearly show the proposed works in relation to what is already there. Scale 1:50 or 1:100	
Existing and Proposed Site Sections, Finished Floor and Site Levels	As necessary to clearly show the proposed works in relation to what is already there. Scale 1:50 or 1:100	
Roof Plan	Where the roof design is not simple single dual or mono pitches, to clearly show the proposed works in relation to what is already there. Scale 1:50 or 1:100	
Heritage Statement (including Historical, archaeological features and Scheduled Ancient Monuments)	All applications this may be included where appropriate within the Design and Access Statement (Should be clearly identified)	
Photographs/photomontages showing the whole building and its setting and/ or the particular section of the building affected by the proposals	All applications	
Structural Survey	When the justification for demolition is based on structural condition / soundness	