

Validation Checklist for Application for Listed Building Consent

National Requirements

Requirement	Notes	Submitted
Completed Planning Application Form		
Ownership Certificate A, B, C or D Certificate A - the applicant is the sole owner of the land to which the application relates and there are no agricultural tenants.		
Certificate B - the applicant is not the sole owner, or if there are agricultural tenants, and the applicant knows the names and addresses of all the other owners and/or agricultural tenants.		
Certificate C - the applicant does not own all of the land to which the application relates and does not know the name and address of all of the owners and/or agricultural tenants.		
Certificate D - the applicant does not own all of the land to which the application relates and does not know the names and addresses of any of the owners and/or agricultural tenants.		
Location Plan (Scale 1:1250/1:2500)		
The Location Plan should include the access to the public highway within the red line boundary, any other land in the applicant's ownership outlined in blue, a North arrow and a road or buildings to identify the site.		
Access points shown with visibility splays in each direction:		
30mph = 60m 40mph = 120m		
50mph = 160m 60mph = 215m		

Local Requirements

Requirement	Notes	Submitted
Block Plan (Scale 1:500/1:200)		
Existing Elevations (Scale 1:50/1:100)		
Proposed Elevations (Scale 1:50/1:100)		
Existing Floor Plans (Scale 1:50/1:100)		
Proposed Floor Plans (Scale 1:50/1:100)		
Sections and Floor Levels (Scale 1:50/1:100)		
Detailed Drawings (Scale 1:20/1:10)		
Heritage Statement		
Archaeology Assessment		