

Local List – Validation of Planning and other Applications
Annex E
Application for Conservation Area Consent for Demolition in a
Conservation Area

Form

- 1.0 One original plus three copies of the Standard Application Form are required.

Certificates and Declaration

- 1.1 One of the ownership certificates must be completed – it must be signed by the applicant or the agent (if one has been employed), and it must be dated.
- 1.2 The Declaration must be signed by the applicant or the agent (if one has been employed), and it must be dated.

Fee

- 2.0 No fee is required.

Plans, Drawings and Supporting Information

- 3.0 Four copies of the following are required:
- 3.1. **Location Plan** at a scale of 1:1250 (towns and villages) or 1:2500 (rural) showing:
- the application site area outlined in red (this should include all land necessary to carry out the proposed development e.g. land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings);
 - any other land in the same ownership / control close to or adjoining the application site outlined in blue;
 - which way is north;
 - the scale used; and
 - the surrounding roads, paths, buildings and structures.
- 3.2 **Block Plan** at a scale of 1:500 or **Site Plan** at 1:200 showing:
- the position of the buildings to be demolished within the context of other existing buildings and structures, the property boundaries and accesses, the road and adjacent buildings and structures;
 - which way is north; and
 - the scale used.

- 3.3 **Floor Plans** to a scale of 1:50 or 1:100 showing:
- the layout of the whole of each floor that will be demolished;
 - the name of each of the rooms or areas; and
 - the scale used.
- 3.4 **Detailed Elevation Drawings** to a scale of 1:50 or 1:100 showing:
- the view of each side of the building(s) or structure(s) to be demolished;
 - ground level; and
 - the scale used.
- 3.5 **Photographs** of internal features.
- 3.6 **Supporting Statement:** providing a reasoned justification for the proposed demolition and the likely impact that it will have on the conservation area and adjacent buildings (whether listed or not).