



CERTIFICATE OF LAWFULNESS - PROPOSED WORKS TO A LISTED BUILDING¹

You will need to provide the documents and information below to support your application. If you do not, your application may be delayed, you may be asked to submit additional information, or it may be returned to you. We encourage you to submit all applications online via the [planning portal](#).

Please refer to our [naming conventions](#) and combine related plans/documents (e.g. existing plans and proposed plans) to reduce the number of separate files where possible.

National Requirements - in line with [The Planning \(Listed Buildings\) \(Certificates of Lawfulness of Proposed Works\) Regulations 2014](#)

Information	When required
1. Completed application form	Required
2. Plan identifying the listed building(s) to which the application relates	Required
3. Evidence to verify information included in the application and other information relevant to the application including (i) a statement of the reasons why you think the proposed works do not affect the special architectural or historic interest of the listed building and (ii) a detailed description of the proposed works (including existing and proposed materials and finishes) together with details of those part(s) of the building likely to be affected.	Required
4. Plans and drawings to describe the proposed works, including scale bar on all drawings to allow for electronic measurements to be made	Required
5. Statement as to the applicant's interest (ownership, tenancy etc) in the listed building(s) and any interest of any other person	Required
6. Details of listed building grading - See listed buildings database	Required
7. Any other information considered to be relevant to the application	Required

¹ https://ecab.planningportal.co.uk/uploads/appPDF/Help036_england_en.pdf