

Application for Listed Building Consent

LB1

- ◆ Please read the notes for applicants overleaf before completing this form.
- ◆ You may find it helpful to discuss your proposals with the Environment and Heritage Service before submitting your application.
- ◆ 4 copies of this form and 4 copies of related plans must be submitted with this application.
- ◆ 1 copy of form P2 must also be submitted.



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| Official Use Applic No. Receipt No. |
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1a. **Applicant's** name and address

| |
|---------------------------|
| Name |
| Address |
| Town Postcode |
| Tel: |

1b. **Agent's** name and address (if any)

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|---------------------------|
| Name |
| Address |
| Town Postcode |
| Tel: Ref. No..... |
| Contact name |

About the application site

2. Give the full postal address of the building (outline in red on site location map and give name of townland if known)

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| |
| Postcode |

3. Please give details of the proposed works (e.g demolition, alteration, extension)

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Fee Payable

I enclose a cheque / postal order no. for £

Cheques or postal orders should be made payable to 'DOE (General Account)' and crossed 'Not negotiable, A/C Payee only'

Check list

Please indicate the number of enclosures

- Set of location maps 4 Set of floor plans 4 Set of elevations 4 P2 form
- No. of maps in 1 set No. of plans in 1 set No. of elevations in 1 set Correct fee

I/We apply for listed building consent to carry out the works described in this application and the accompanying plans

Signed Date

on behalf of

Notes for Applicants

1. Any person who carries out or causes to be carried out works such as those in paragraph 4. below without Listed Building Consent required under the Planning (Northern Ireland) Order 1991 is guilty of an offence.

2. Please refer to the Planning Service publication:

**“Explanatory Notes on applying for:-
Planning Permission; Approval of Reserved Matters & other Planning Consents”**

3. Although Listed Building Consent is not a planning approval the information contained in the following Explanatory Notes generally apply:

| Note | Re |
|------|----------------------------------|
| 3 | (P2) |
| 6 | (Plans and Drawings) |
| 10 | (Other considerations) |
| 14 | (Fees) |
| 16 | (Where to send your application) |

3a. It is particularly important in the case of work to listed buildings to clearly define on the drawing full details of the type of materials, finishes and colours to be used.

4. Listed building Consent is required **before** the carrying out of any work for demolition, alteration or extension of a listed building (including internal works or objects attached to the structure), which would affect its character as a building of special architectural or historical interest. The drawings submitted with your application must adequately describe all the proposed works for which consent is needed.

5. It may also be necessary to apply for Planning Permission for external and substantial works. If you are in any doubt about whether or not Planning Permission should also be sought, please discuss your proposal with the Divisional Planning Office (DPO). The addresses of the DPOs are given on the back of the Explanatory Notes. (See para. 2 above)

6. If you wish to discuss your proposals with the Environment and Heritage Service, Built Heritage, they can be contacted at 5-33 Hill Street, Belfast BT1 2LA
Tel: (028) 9023 5000.