



Northumberland County Council

Validation Checklist for: Demolition in a Conservation Area

Use this checklist to see when you need to submit information. Then [refer to the matching note number on our website \(opens in a new window\)](#). That will explain the detail you must include in your documents, to make sure they are valid. This list applies from 1st July 2024.

National planning application requirements

Requirement	Refer to	Do I need to submit this?
Application form	Note 1	Yes. Form title: Application for planning permission for relevant demolition in a conservation area.
Application fee	Note 2	No, these are exempt from fees.
Location plan	Note 3	Yes.
Site plans	Note 4	Yes.

Local planning application requirements

Requirement	Refer to	Do I need to submit this?
Application drawings – Elevations	Note 8	Yes, for: <ul style="list-style-type: none">• full or partial demolition of a building.
Application drawings - Floor plans	Note 8	Yes, for: <ul style="list-style-type: none">• full or partial demolition of a building.

Requirement	Refer to	Do I need to submit this?
Application drawings - Roof plans	Note 8	Yes, for: <ul style="list-style-type: none"> • full or partial demolition of a building.
Application drawings – Boundary elevation drawings	Note 9	Yes, for: <ul style="list-style-type: none"> • full or partial demolition of a fence, wall or gate.
Ecology reports	Note 19	You'll need to self-assess the need for this. Note 19 explains how to check if your proposal needs a report.
Heritage statement	Note 23	Yes.

If a requirement (or note number) is not mentioned above we don't need it for this application type.

Timescale for a decision

Government legislation requires us to decide applications for demolition in a conservation area within 8 weeks. The timescale only starts from the date your application is complete. This is also known as the 'valid' date.

Contact details

Technical Support Team, Development Management, Place and Regeneration, Northumberland County Council, County Hall, Morpeth, Northumberland, NE61 2EF.

[Visit our Northumberland County Council website](#)

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