

- window and door openings, decorative features
- installation of replacement doors, windows, rainwater goods which differ in any way from the existing features
- reconstruction of all or part of a building eg. walls, chimneys, roofs, boundary walls, gate piers
- addition of external cladding
- stone replacement, cleaning
- removal of harling/render
- painting of surfaces not previously painted or in a different colour
- erection of satellite dishes, security cameras, external flues, extract fans, meter boxes and hanging baskets
- changes to shopfronts and signage.
- alterations to the layout including floor levels, partitions and stairs
- alterations to features including fireplaces, plasterwork, panelling, tile work, doors, fixed furniture, and fixings.

Maintenance or repair is unlikely to require prior consent when using traditional materials but can bring about a change in the character or appearance where inappropriate materials or techniques are used.

### What are the responsibilities of a building owner?

The owners of listed buildings have the primary responsibility for the repair and maintenance of their buildings (as have the owners of any other buildings). New legislation to remedy defective buildings is also available to the Council. Listing in no way diminishes or transfers this responsibility. If an owner fails to keep a listed building in a reasonable state of repair, the planning authority or the Scottish Ministers may be entitled to acquire it by compulsory purchase if the owner fails to repair it in accordance with a previously served Repairs Notice.

The planning authority and the Scottish Ministers are each able to undertake emergency repairs to ensure the preservation of an unoccupied listed building (or unoccupied parts of an occupied listed building), provided that the owner is given seven days notice of the intention to serve an Urgent Works Notice. The cost of such repairs will generally be reclaimed from the owner.

### Conservation Areas

Areas which are considered by the planning authority to be of Special Architectural or Historic Interest may be designated as conservation areas. They are the subject of a separate leaflet "Conservation Areas" available from the Planning and Development Service.

### Further Information

Further information on listed buildings can be obtained from:

- National Planning Policy Guideline (NPPG) 18 - Planning and the Historic Environment (April 1999) - Scottish Executive
- Memorandum of Guidance on listed buildings and conservation areas (1998) - Historic Scotland
- Scotland's Listed Buildings: A Guide for Owners and Occupiers (1999) - Historic Scotland

**If in any doubt, please contact your local Planning and Building Standards Office; details of locations given in Leaflet 1.**

To request this information in an alternative format, e.g. large print, Braille, computer disc, audio tape, or suitable language, please contact George Boyd at 01463 702564.

*This series of leaflets is intended to give you some general advice and guidance on the planning and building control system; they are not a definitive guide to the law. Please note that this series is being added to on a regular basis.*

John D Rennilson, Director of Planning and Development

# Leaflet 14



## Listed Buildings

Togalaichean  
Clàraichte

## What is a Listed Building?

A listed building is any building or structure which is considered to be of special architectural or historic interest and which is included in the List of Buildings of Special Architectural or Historic Interest as compiled by Historic Scotland on behalf of the Scottish Ministers. Any object or structure which is fixed to a listed building or which is within the curtilage of a listed building, and which has formed part of the land since before 1 July 1948, is treated as part of the listed building.

Listed buildings are assigned to one of three categories:

**Category A** - Buildings of national or international importance, either architectural or historic, or fine, little-altered examples of some particular period, style or building type.

**Category B** - Buildings of regional or more than local importance, or major examples of some particular period, style or building type which may have been altered.

**Category C(S)** - Buildings of local importance, lesser examples of any period, style, or building type, as originally constructed or altered, and simple, traditional buildings which group well with others in category A and B or as part of a planned group such as an estate village or an industrial complex.

Whatever their category, all listed buildings are afforded the same protection, and listing covers both the interior and the exterior of a building regardless of category.

## How are buildings selected for Statutory Listing?

All buildings erected before 1840, the character of which remains substantially unimpaired, are listed. Later buildings are chosen on the basis of their individual character and quality, with particular regard paid to:

- works of better known architects
- buildings associated with famous persons or events
- good examples of buildings connected with social and industrial history and the development of communications
- good examples within individual building types
- distinctive regional variations in design and use of materials
- technological innovation and
- planned streets, villages or towns.

## How do you know if your building is listed?

Owners of listed buildings are notified that their buildings have been included in the List at the time of listing or as soon as possible thereafter. A copy of the List can be inspected at your local Area Planning and Building Standards Office and at The Highland Council Headquarters at Glenurquhart Road, Inverness.

## What controls are placed on the demolition, alteration or extension of a listed building?

'Listed building consent' is required for the demolition of a listed building, or for its alteration or extension in any manner which would affect its character as a building of special architectural or historic interest.

A listed building cannot be demolished unless it is demonstrated beyond reasonable doubt that every effort has been exerted by all concerned to find practical ways of keeping it.

Alterations, repairs and maintenance of both the exterior and the interior of a listed building and extensions to a listed building must respect its special character and appearance, and its architectural integrity.

The demolition, alteration or extension of any structure fixed to a listed building or situated within its curtilage, such as outbuildings and boundary walls must not adversely affect the special character or appearance of the main subject of the listing. Listed building consent will be necessary where proposals involve works which may affect buildings erected before 1 July 1948 within the curtilage of a listed building.

If you propose works to the exterior or interior of a listed building you should always check with your local Planning and Building Control Office whether listed building consent is required.

**It is an offence to carry out any unauthorised works for the demolition of a listed building or for its alteration or extension in any way which would affect its character.**

## What changes require listed building consent?

Changes which may seem minor may be considered by the planning authority to have a significant impact on the building's special character or appearance and will be subject to listed building consent. Examples are:

- extensions of any kind
- alterations including adding, removing or replacing chimney pots, dormers, rooflights,