



Business Centre G.2 Waverley Court 4 East Market Street Edinburgh EH8 8BG Tel: 0131 529 3550 Email: planning@edinburgh.gov.uk

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100718334-001

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

Description of Proposed Works to Listed Building

Are the proposals to alter, extend or demolish the listed building(s)? * ☐ Yes ☒ No

Are the proposals to vary or discharge conditions attached to a previous grant of listed building consents(s):* ☐ Yes ☒ No

Has the work already been started and/or completed? *

☒ No ☐ Yes – Started ☐ Yes - Completed

Please Note: it can be a criminal offence to undertake works that require listed building consent in advance of obtaining consent.

Applicant or Agent Details

Are you an applicant or an agent? * (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

☐ Applicant ☒ Agent

Agent Details

Please enter Agent details

Company/Organisation:	Edinburgh World Heritage Trust		
Ref. Number:		You must enter a Building Name or Number, or both: *	
First Name: *	Silke	Building Name:	Acheson House
Last Name: *	Schneider	Building Number:	
Telephone Number: *	0131 220 7729	Address 1 (Street): *	5 Bakehouse Close
Extension Number:		Address 2:	146 Canongate
Mobile Number:		Town/City: *	Edinburgh
Fax Number:		Country: *	Edinburgh
		Postcode: *	EH8 8DD
Email Address: *	silke.schneider@ewht.org.uk		
Is the applicant an individual or an organisation/corporate entity? *			
☐ Individual ☒ Organisation/Corporate entity			

Applicant Details

Please enter Applicant details

Title:	Other	You must enter a Building Name or Number, or both: *	
Other Title:	Head of Heritage, Culture...	Building Name:	Usher Hall
First Name: *	Karl	Building Number:	
Last Name: *	Chapman	Address 1 (Street): *	Lothian Road
Company/Organisation	The City of Edinburgh Council	Address 2:	
Telephone Number: *		Town/City: *	Edinburgh
Extension Number:		Country: *	United Kingdom
Mobile Number:		Postcode: *	EH1 2EA
Fax Number:			
Email Address: *			

Site Address Details

Planning Authority:

City of Edinburgh Council

Full postal address of the site (including postcode where available):

Address 1:

CITY CHAMBERS

Address 2:

253 HIGH STREET

Address 3:

OLD TOWN

Address 4:

Address 5:

Town/City/Settlement:

EDINBURGH

Post Code:

EH1 1YJ

Please identify/describe the location of the site or sites

Northing

673672

Easting

325763

Existing and Proposed Uses

Please describe the current use: * (Max 500 characters)

War Memorial

Please describe the proposed use: * (Max 500 characters)

as above

Pre-Application Discussion

Have you discussed your proposal with the planning authority? *

☒ Yes ☐ No

Pre-Application Discussion Details Cont.

In what format was the feedback given? *

☒ Meeting ☐ Telephone ☐ Letter ☐ Email

Please provide a description of the feedback you were given and the name of the officer who provided this feedback. If a processing agreement [note 1] is currently in place or if you are currently discussing a processing agreement with the planning authority, please provide details of this. (This will help the authority to deal with this application more efficiently.) * (max 500 characters)

Informal discussions about required conservation repairs and the attempt to raise awareness and avoid having to keep barriers

Title:

Mrs

Other title:

World Heritage Site Co-

First Name:

Jenny

Last Name:

Bruce

Correspondence Reference
Number:

Date (dd/mm/yyyy):

10/03/2025

Note 1. A Processing agreement involves setting out the key stages involved in determining a planning application, identifying what information is required and from whom and setting timescales for the delivery of various stages of the process.

Listed Building Category

Please state the category of listing (if known) of the building in the list of Buildings of Special Architectural or Historic interest: *

- ☒ Category A
☐ Category B
☐ Category C
☐ A (Group)
☐ B (Group)
☐ Ecclesiastical Category A
☐ Ecclesiastical Category B
☐ Ecclesiastical Category C
☐ Don't Know

Demolition of Listed Building

Does the proposal involve demolition of a listed building or a building within the curtilage of a listed building? *

- ☐ Total or substantial demolition of the listed building
☐ Total or substantial demolition of a building within the curtilage of the listed building
☒ Other (partial demolition or alterations)

Listed Building Alterations

Do the proposed works include alterations and/or extension to a listed building? *

☐ Yes ☒ No

(This may be in addition to any demolition works specified previously)

Proposal Relating to Listed Building

Are there any current applications or existing consents or permissions for this site? *

☐ Yes ☒ No

Planning Service Employee/Elected Member Interest

Is the applicant, or the applicant's spouse/partner, either a member of staff within the planning service or an elected member of the planning authority? * ☒ Yes ☐ No

Please provide further details: * (Max 500 characters)

The War Memorial is in the care of the City of Edinburgh Council and falls under the official responsibility of Karl Chapman, the Head of Heritage, Cultural Venues, Museums and Galleries.

Certificates and Notices

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997

The Town and Country Planning (Listed Building and Buildings in Conservation Areas) (Scotland) Regulations 1987

One Certificate must be completed and submitted along with this form; either Certificate A, Certificate B or Certificate C.

Are you the sole owner of ALL the land/building relevant to this proposal? * ☒ Yes ☐ No

Certificate Required

The following Land Ownership Certificate is required to complete this section of the proposal:

Certificate A

Land Ownership Certificate

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) act 1997

The Town and Country Planning (Listed Buildings and Buildings in Conservation Areas) (Scotland) Regulations 1987

Certificate A

I hereby certify that – (See the help section for notes)

(1) - No person other than myself/the applicant was an owner [Note 1] of any part of the land to which the application relates at the beginning of the period of 21 days ending with the date of the accompanying appeal.

Signed: Silke Schneider

Date: 02/07/2025 11:23:22

☒ Please tick here to certify this Certificate. *

Checklist – Application for Listed Building Consent

Please complete the following checklist to make sure you have provided all the necessary information in support of your application. Failure to submit the necessary information may result in your application being deemed invalid. The planning authority will not start processing your application until it is valid.

A Location plan which identifies the land to which the application relates drawn to an identified scale
And showing the direction of north. *

☒ Yes ☐ No

A copy of other detailed plans, drawings, photographs (with annotations to describe the details of
Materials and workmanship) as necessary to describe your proposals. *

☒ Yes ☐ No

Elevations. *

☐ Yes ☒ No

Floor Plans. *

☒ Yes ☐ No

Roof Plan. *

☐ Yes ☒ No

Does your plan include:

Sections. *

☐ Yes ☒ No

Perspectives of Photomontages. *

☐ Yes ☒ No

Block Plan. *

☒ Yes ☐ No

Special Detailed Drawing. *

☐ Yes ☒ No

Detailed specification of finishes. *

☒ Yes ☐ No

Current or old photographs. *

☒ Yes ☐ No

What other information are you submitting in support of your application? *

- ☐ Design Statement.
- ☒ Supporting Statement.
- ☒ Condition Survey Report.
- ☐ Feasibility Study.
- ☐ Development Appraisal.
- ☐ Environmental Impact Statement.
- ☒ Conservation Survey/Statement/Plan.
- ☐ Other.

Declare – Listed Building Consent

I, the applicant/agent certify that this is an application for listed building consent as described in this form the accompanying plan/drawings and additional information.

Declaration Name: Ms Silke Schneider

Declaration Date: 02/07/2025