

## Application for Building Control with Full Plans

View our guidance notes (opens in a new tab)

DataSpace	submit-a-plan.co

1	Contact information for various interested parties: (Ple	ease state if the details are not known or not applicable)	
	Client (Person/Company requesting the building work): Title Forename Surname	Person/Company submitting on behalf of the client : Title Forename Surname	
	Name:	Name:	
	Organisation	Organisation	
	Name/No.	Name/No.	
	Street:	Street:	
	Locality: (Enter N/A if unknown)	Locality (Enter N/A if unknown)	
	City Postcode	City Postcode	
	Tel:	Tel:	
	Email:	Email:	
	Important: Where the application is not being submitted by the cli 'Statement of consent', signed and dated, stating that they agree th the application is correct. The application will not be processed until	hat the application can be made and the information contained in	
2	Principal Designer (Person/Company)	Principal Contractor (Person/Company) Title Forename Surname	
	Name:	Name:	
	Organisation	Organisation	
	Name/No.	Name/No.	
	Street:	Street:	
	Locality:	Locality:	
	City Postcode	City Postcode	
	Tel:	Tel:	
	Email:	Email:	
3	Site this application relates to		
5	Organisation		
	Name/No		
	Street		
	Locality	(Enter N/A if unknown)	
	Town/City	Post Code	
	Brief description of the proposed building works		
	Type of Work (please select) If this application is being submitted under the partnership scheme	(if the client is a business, do <u>NOT</u> select Domestic) e please provide the authority name:	
		Continued on next page	

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За	Use of Building 1. What is the intended use of the building:
	2. What is the Intended use of each storey:
	<ul> <li>3. What is the height of the building <u>after</u> the proposed work in metres: (as determined in accordance with <u>Regulation 5</u> of the Higher-Risk buildings (Description and Supplementary Decisions) Regulation 2023)</li> <li>4. The number of storeys <u>after</u> the proposed work: (As determined in accordance with <u>Regulation 6</u> of the higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023)</li> </ul>
	Where the work consists of work to an existing building:
	1. What is the current use of the building:
	2. What is the current use of each storey:
	<ol> <li>What is the current height of the building in Metres: (as determined in accordance with <u>Regulation 5</u> of the Higher-Risk buildings (Description and Supplementary Decisions) Regulation 2023)</li> </ol>
	<ol> <li>How many storeys does the building currently have: (As determined in accordance with <u>Regulation 6</u> of the higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023)</li> </ol>
	Provisions to be made for drainage of the building. Does requirement H4 (building over sewers) apply to the proposed work ? Requirement H4 applies only to work carried out: (i) over a drain, sewer or disposal main which is shown on any map of sewers
	<i>or</i> (ii) on any site or in such a manner as may result in interference with the use of, or obstruction of the access of any person to, any drain, sewer or disposal main which is shown on any map of sewers. If H4 is applicable please provide details of the precautions to be taken in the building over a drain, sewer or disposal main to comply with requirements.
	The building is a building to which the Regulatory Reform (Fire Safety) order 2005 applies or will apply after the completion of work?
	Date when it is proposed that work will commence and the foundations and structure of ground floor level are to be completed, or when the works will be approx 15% complete (If known)
	Please indicate the number of new units involved:-Domestic Commercial
	Continued on next page

4	If new dwellings are being erected, please indicate the number of dwellings for each category Private Enterprise Social Landlord Local Authority
5	Payment Our preferred method of payment is by phone. Once your application has been validated by us, we will send you details of the fee and how to pay by email. Please indicate who this email should be sent to:(please select) If other you <u>must</u> provide details
	Contact Name
	Street Address
	Locality
	Town/City Post Code
	Phone Email
6	Requirements Do you consent to plans being passed subject to requirements where appropriate?
	Do you consent to an extension of the statutory time limit by 3 weeks if necessary ?
7	Charges (View our Information on charges) Opens a new tab
7	If you have already been quoted a figure, please provide details Estimated costs of Works Total internal floor area of new extension or building (if applicable) m2 Any further information which may assist in calculating the correct charge?
8	Calculated charges if known. Full Plans Charge: $\pounds$ +VAT: $\pounds$ = Total: $\pounds$ .
	Electrical Work If the works include the carrying out of controlled electrical work in a dwelling house, flat or associated gardens and outbuildings, are you using an installer who is registered with a relevant competent persons scheme? Please note that where a registered electrical installer is not being used, a supplementary building control charge may be payable. (see our <u>Building Control Charges</u> information in a new tab )
9	<ul> <li>Additional Information</li> <li>1. Are there any trees on/adjacent to the site? (if yes, please show on a plan)</li> <li>2. Have you checked if a Planning Application is required?</li> <li>Please note Planning and Building Regulations are two separate things. For further information please use this <u>link</u>.</li> <li>3. Any other information you would like to make us aware of</li> </ul>
10	Required documents Please use the "Add Supporting Documents" button in the toolbar below to upload your supporting plans and documents. Please note PDF file format is preferred.
11	Statement
	The application is an application for building control approval with full plans given under regulation 12(2)(b) together with the appropriate charge. I understand that a further charge will be payable following the first inspection by the local authority.
	I agree and Sign here (enter your name)
	Date
	We will assume you would prefer to receive correspondence electronically unless you select here

The local authority is a Data Controller for the purposes of data protection legislation. All personal information is held and processed in accordance with this. Please refer to their <u>Privacy Notices</u> published on their website. Please contact us if you need the privacy notice in an alternative format.