

BUILDING REGULATION APPLICATION FORM



FULL PLANS SUBMISSION

This form is to be filled in by the person who intends to carry out building work or agent. If the form is unfamiliar please read the notes on the reverse side or consult the office indicated. Please type or use block capitals.

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1	Applicant's details (see note 1) <i>NB</i> : <i>Site inspection charge invoice will be sent to this person, unless requested otherwise.</i> Name:						
	Address:	D (1	T 1				
	F 1	Postcode :	Tel.:	Fax:			
	Email:	`					
2	Agent's details (if applicable)					
	Name :						
	Address:						
		Postcode :	Tel.:	Fax:			
	Email:						
3	Location of building to w	hich work relates					
	Address:						
		Postcode :	Tel.:	Fax:			
4	Proposed work						
	Description :						
_							
5	Use of building						
	1. If new building or extension	1. If new building or extension please state proposed use :					
	2. If existing building state pr	resent use :					
3. Is the building to be put, or intended to be put, to a use which is relevant for the purpose							
	Reform (Fire Safety) Order 20	005 (see note 4)			YES/NO		
	4. Which document has beer	used to determine satisf	actory means of escap	e provisions ?			
6	Conditions (see note 5)						
	Do you consent to the plans l	peing passed subject to co	onditions where appro	priate ?	YES/NO		
7	Charges (see note 3, and sep	arate Guidance Notes on	Charges for informat	ion)			
	 Please state total estimated cost of proposals : Please state total floor area of new building or extension : 						
	3. New housing - please state						
		0					
8	Completion certificate						
Following satisfactory completion of the building work a completion certificate will					e of charge) by		
	this Authority	ection of the building wor	in a completion certifi	cute will be issued (ife	e of charge, by		
9	Additional information						
	1. Do the proposals involve t	the construction of a vehi	cle crossing over the h	nighway (footpath)	YES/NO		
	2. Are there any trees on this				YES/NO		
	If yes, full details must be		<u> </u>	<u> </u>	<u> </u>		
		<u> </u>					
10	Statement						
	This notice is given in relation	on to the building work a	s described, is submit	ted in accordance with	Regulation 14		
	and is accompanied by the a						
	first inspection by the local a	uthority, and that the app	licant will be respons	ible for payment of the	se.		
	-		-				
	Name:	Signature	j:	Date:			
11	Extension of time						
		an to an autonoian of time	un to two months for	om the date of deposit	chould this be		
	*I/We * agree or do not agree to an extension of time up to two months from the date of deposit should this be needed. (This will NOT delay your application and can be mutually beneficial.) * Please delete						
	needed. (This will NOT delay your application and can be mutually beneficial.) * Please delete						
	0: 1						
	Signed		Date				

This notice, together with 3 sets of plans (2 sets for domestic work) and the appropriate charge should be deposited at the following address. All correspondence to :-

Building Control Manager Economic Regeneration South Tyneside Council Town Hall and Civic Offices Westoe Road, South Shields, Tyne and Wear, NE33 2RL Telephone: (0191) 427 1717 Extension 7436/7437/7438 Fax No. (0191) 427 7171

E-mail: buildingcontrol@southtyneside.gov.uk

www.southtyneside.info

THE BUILDING REGULATIONS 2010 THE BUILDING ACT 1984
THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010
SOUTH TYNESIDE COUNCIL (BUILDING CONTROL SERVICE) SCHEME OF CHARGES

Notes

- 1. The applicant is the person on whose behalf the work is being carried out, e.g. the building's owner.
- 2. This notice should be completed and submitted with plans and particulars in accordance with the provisions of Building Regulation 14.
 - Subject to certain exceptions, where Part B (Fire Safety) imposes a requirement in relation to proposed building work, two further copies of plans which demonstrate compliance with the requirements should be deposited.
- 3. Subject to certain exceptions a Full Plans Submission attracts charges payable by the person by whom or on whose behalf the work is to be carried out. Charges are normally payable in two stages. The first charge must accompany the deposit of plans and the second charge (if applicable) is payable after the first site inspection of work in progress. This second charge is a single payment in respect of each individual building, to cover all site visits and consultations which may be necessary until the work is satisfactorily completed. CHARGES ARE SUBJECT TO V.A.T. AT THE CURRENT RATE.

The appropriate charge is dependent upon the type of work proposed. Charges scales are set out in the Guidance Notes on Charges which is available on request.

Where the charge is based on the cost of work, it would be advantageous if a builders estimate is also submitted with the application.

- 4. The Regulatory Reform (Fire Safety) Order 2005 applies to most premises, with the exception of private dwellings and flats.
- 5. Section 16 of the Building Act 1984 provides for the passing of plans subject to conditions. The conditions may specify modifications to the deposited plans and/or that further plans shall be deposited.
- 6. These notes are for general guidance only, particulars regarding the deposit of plans are contained in Regulation 14 of the Building Regulations 2010 and, in respect of charges, in the Building (Local Authority Charges) Regulations 2010 and South Tyneside Council (Building Control Service) Scheme of Charges.
- 7. Persons proposing to carry out building work or make a material change of use of a building are reminded that permission may be required under the Town and Country Planning Acts.
- 8. Further information and advice concerning the Building Regulations and planning matters may be obtained from your local authority.
- Cheques to be made payable to South Tyneside Council.
- 10. Party wall Act 1996 applicants / agents are advised to make reference to this Act for any building work being proposed on or adjacent to a shared boundary.
- 11. It is the responsibility of the owner or agent to ensure that all statutory undertakers have been contacted in relation to the layout / position of existing mains services i.e. public sewers, water mains, electricity and gas services, etc.

Submission Notes

AN APPOINTMENT SYSTEM IS IN OPERATION FOR THE DEPOSIT OF BUILDING REGULATION APPLICATIONS.

The Building Control Group should be contacted at the above telephone number in order to arrange an appointment to enable the appropriate plan checking and site inspection charges to be determined. A preliminary check of the application will also be carried out at this time.

A Full Plans or Building Notice application cannot be accepted unless it is accompanied by the appropriate charge, and the prescribed period allowed for the determination of applications will not commence until the correct charge is paid.

NB Some of the information which you provide with this application will be used as the basis for formulating (a) a register of applications and (b) a committee agenda. At some time in the future other persons or bodies, having satisfied this Authority as to the legitimacy of their interest, may be given access to the records concerned.

FOR OFFICIAL USE ONLY



Plan Vet	+ VAT	
Site Inspecti	on+ VAT	Initials

BUILDING REGULATION CHARGES: