

Building Regulation Application Form Domestic Use

The Building Act 1984
The Building Regulations 2000 (as amended)

Form No: BC2A



This form should be completed by the person (or his/her agent) who intends to carry out building work. If the form is unfamiliar please read the Guidance Notes or contact the office overleaf.

PLEASE TYPE OR USE BLOCK CAPITALS.

This submission is a **Full Plans** **Building**
Please tick only one box **Application** **Notice** **Regularisation**

1. Applicant details (see note 1)		2. Agent details (if applicable)	
Name:		Name:	
Address:		Address:	
Postcode:		Postcode:	
Tel:		Tel:	
Fax:		Fax:	
e-mail:		e-mail:	
3. Location of building or land to which the work relates:		4. Description of Proposal (see note 4)	
Address:			
Postcode:			
Is the proposed work subject to Partnering Scheme? YES <input type="checkbox"/> NO <input type="checkbox"/>			
5. Use of Buildings			
For new buildings or extensions please state use:			
For existing buildings, please state use:			
6. Builder Details			
Name:		Fax:	
e-mail:		Mobile:	
7. Extension of Time (see note 8)		8. Conditions (see note 7)	
If it is not possible to give a decision within the prescribed period, do you consent to an extension of time? YES <input type="checkbox"/> NO <input type="checkbox"/>		Do you consent to the plans being passed subject to conditions where appropriate? YES <input type="checkbox"/> NO <input type="checkbox"/>	
9. Notice			
<p>a. Unless agreed otherwise, schemes exceeding one years duration may be subject to additional charge.</p> <p>b. Applicants/contractors requesting additional inspections not covered by the basic charge may be subject to additional charges.</p> <p>c. The applicant will be responsible for all subsequent charges unless otherwise stated; any changes in responsibility for payment of these charges following invoicing will incur an additional charge of £50. If the applicant is not responsible, please state who will be:</p> <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 5px;"></div>			

10. Charges (see guidance note on charges)	Total No.	Income Code	Charges
New dwellings including associated garages		210-09318-0000	
Extension floor area not exceeding 10m ²		210-09318-0000	
Extension exceeding 10m ² but not exceeding 40m ²		210-09318-0000	
Extension exceeding 40m ² but not exceeding 60m ²		210-09318-0000	
Extension exceeding 60m ² but not exceeding 100m ²		210-09318-0000	
Provision of one or more rooms in a roof space		210-09318-0000	
Erection or extension of a detached or attached building which consists of a garage, car port or out building having a floor area not exceeding 100m ² in total and intended to be used in common with an existing building, and which is not an exempt building.		210-09318-0000	
Conversion of a domestic garage to habitable room(s)		210-09318-0000	
Installation of any controlled fitting or other building work ancillary to the building extension		210-09318-0000	
Underpinning		210-09318-0000	
Renovation of a thermal element to a single dwelling		210-09318-0000	
Internal alterations, installation of fittings (not electrical) and/or, structural alterations. (If ancillary to the building of the extension no additional charge)		210-09318-0000	
Conversion of a property into rooms for separate residential purposes		210-09318-0000	
Estimated cost less than £5,000		210-09318-0000	
Estimated cost exceeding £5001 up to £25,000		210-09318-0000	
Estimated cost exceeding £25,001 up to £50,000		210-09318-0000	
Estimated cost exceeding £50,001 up to £75,000		210-09318-0000	
Window replacement (Non competent person scheme)		210-09318-0000	
Electrical work (Non competent person scheme)		210-09318-0000	
Re-roof		210-09318-0000	
Domestic sewerage connection		210-09318-0000	
Charge agreed with South Holland Building Control		210-09318-0000	
Total			£
11. Statement			
This notice is given in relation to the building work as described, is submitted in accordance with Regulation 12 (2) (a)/(b) or 21(3) and is accompanied by the appropriate charges. I understand that further charges may be payable by the applicant following the first inspection.			
Name:	Signature:	Date:	
Cheques should be made payable to South Holland District Council			

Please note that if work is not commenced, the application ceases to have effect on the expiry of three years from the date of submission.

In the case of you or your agent withdrawing a Full Plans or Building Notice submission any refund will be subject to an administration charge equal to our hourly rate.

Electronic Notification

Wherever possible we will issue correspondence and notices electronically. Please indicate how you would prefer to information by selecting one of the following:-

I do not agree to receive information electronically

I agree to receive information electronically

This form should be completed and submitted to:

Building Control
Council Offices
Priory Road
Spalding
Lincolnshire
PE11 2XE

Contact Details

Tel: 01775 764447/764465
Fax: 01775 762937
E-mail: badmin@sholland.gov.uk
Website: www.sholland.gov.uk

Data Protection - Please note that information given on this form will be recorded on computer, and is subject to the provisions of the Data Protection Act, and the terms of the Council's registration.

These notes are for general guidance only. For full details, see Regulation 14 of the Building Regulations 2000 and, in respect of charges, the current Building (Local Authority Charges) Regulations 2010.

A separate application may be required for permission under the Town and Country Planning Acts.

1. The applicant is the person on whose behalf the work is being carried out, for example the building's owner.
2. If you propose to erect a new building or extension, you must send the following in with the application form:
 - a block plan (scale at least 1:1250) showing
 - the size and position of the building, or the building as extended, and its relationship to the adjoining boundaries.
 - the boundaries of the curtilage of the building, or the building as extended, and the size, position, and use of every other building or proposed building within that curtilage;
 - the width and position of any street on or within the boundaries of the curtilage of the building or the building as extended;
 - provision for the drainage of the building or extension;
 - plans and sections of proposed and existing buildings defining the proposed work, to a scale of at least 1:100; or if the building is so extensive as to make a smaller scale necessary, at least 1:200;
3. If you propose to erect the building or extension over a Public sewer or drain shown on the map of sewers, provide details of the precautions to be taken. We will need to consult with Anglian Water in these circumstances.
4. LABC (Local authority building control) Services provides a partner Authority Scheme, If this proposal is to use the Partnering Scheme please answer YES and provide further details including the name of the partner Authority.
5. Premises currently designated for the purpose of the Regulatory reform (Fire Safety) Order 2005 are:
 - offices and shops;
 - factories and warehouses;
 - sleeping accommodation;
 - residential care premises;
 - educational premises;
 - small and medium places of assembly;
 - large places of assembly;
 - theatres, cinemas & similar premises;
 - open air events and venues;
 - health care premises;
 - transport premises and facilities;This does not apply to domestic premises, however, **common areas of flats** fall under the above legislation.
6. Subject to certain parts of the Public health Act 1936 owners and occupiers of premises are entitled to have their foul and surface water drains and sewers connected to the public sewers, where available. Special arrangements apply to trade effluent discharge. If you want to make either of these connections you must give at least 21days notice to Anglian Water as the sewerage authority.
7. Section 16 of The Building Act provides for plans to be passed subject to conditions. The conditions may specify modifications to the deposited plans or require further plans to be deposited, or sometimes both.
8. Local authorities must give a decision within five weeks from the date of submission: we normally achieve this. However we sometimes have to extend the period, with agreement, to two months from the date of deposit.