

## Building Regulations Application for Building Control Approval with Full Plans (England)

The Building Act 1984, The Building Safety Act 2022, The Building Regulations 2010, The Higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023.

### 1 Applicant details

Name \_\_\_\_\_

Address (incl postcode) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### 2 Client details (where different from the applicant)

Name \_\_\_\_\_

Address (incl postcode) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### 3 Principal contractor/Sole contractor details (where known)

Name \_\_\_\_\_

Address (incl postcode) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### 4 Principal designer/Sole or Lead designer details

Name \_\_\_\_\_

Address (incl postcode) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### 5 Structural Engineer's details

Not using a chartered engineer to provide structural details may delay the plan checking process.

Name \_\_\_\_\_

Membership Number \_\_\_\_\_

Professional Body (ICE/ISE) \_\_\_\_\_

Grade (Member / Assoc / Grad) \_\_\_\_\_

### 6 Regulatory Reform (Fire Safety) Order 2005 (as amended)

Is the building a building to which the [Regulatory Reform \(Fire Safety Order 2005\)](#) applies or will apply after completion of the building work\*?

**Yes / No** \*select appropriate

### 7 Location of site to which the building work relates

Address of site (including postcode)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 8 Extension of statutory period

Do you agree to an extension of time from the statutory 5-week period?

**Yes / No** \*select appropriate

### 9 Existing buildings (append additional information where necessary)

Where applicable, provide a description of the existing building, including:

- (i) details of the current use of the building, including the current use of each storey
- (ii) the height of the building
- (iii) the number of storeys in the building as determined in accordance with [Regulation 6 of the Higher-Risk Buildings \(Descriptions and Supplementary Provisions\) Regulations 2023](#)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10 Proposed works** (append additional information where necessary)

- Provide a description of the proposed work, including:
- (i) details of the intended use of the building, including the intended use of each storey
  - (ii) the height of the building after the proposed work
  - (iii) the number of storeys in the building after the proposed work as determined in accordance with [Regulation 6 of the Higher-Risk Buildings \(Descriptions and Supplementary Provisions\) Regulations 2023](#)
  - (iv) the provision to be made for the drainage of the building
  - (v) where paragraph [H4 of Schedule 1](#) imposes a requirement, the precautions to be taken in the building over a drain, sewer or disposal main to comply with the requirements of that paragraph
  - (vi) the steps to be taken to comply with any local enactment that applies

---

---

---

---

---

---

**11 Commencement** (append additional information where necessary)

State the date when it is proposed the work will reach the point when it is to be regarded as commenced in accordance with [Regulation 46A](#) (lapse of building control approval, commencement of work); or where the work does not consist of work to which paragraph (2) or (3) of [Regulation 46A](#) applies, state the details of the work which the client considers amounts to 15% of the proposed work

---

---

---

---

---

---

## 12 Granting of an application for building control approval with full plans subject to requirements

Do you consent to the application for building control approval with full plans being granted with requirements\*?

**Yes / No** \*select appropriate

Requirements are modifications that the local authority may specify must be made in the full plans, or further plans as the authority may specify must be provided before work to which those plans relate starts.

## 13 Compliance Testing

During the design and as-built process there will be a requirement for you to obtain assistance in respect of compliance services: **Hertfordshire Building Control** has partnered with **ATSPACE Ltd** in order to assist in the delivery of those services.

With that in mind, would you like to receive a **Free, No Obligation** quotation in respect of any of the following Compliance Services?

### Energy

**SAP Calculations:** Part L1  
Residential New build, Conversion, Extension

**Water flow rate Calculations:** Part G

**SBEM Calculations:** Part L2  
Commercial New build, Conversion, Extension

### As-Built Compliance

**Air Pressure Testing:** Part L  
Pre-Testing: Passive House: Commercial

**Sound Insulation Design & Testing:** Part E

**Ventilation Flow rate testing:** Part F

If you would like any free consultancy on any of the above services irrespective of any quotation, please tick the box.

# 14

## Declaration

This application for building control approval with full plans is in relation to the building work etc., as described above. It is submitted in accordance with [Regulation 12\(2\)\(b\)](#) and is accompanied by the appropriate charge

***I understand that further applicable charges (such as inspection fees) may become payable by the building owner following the first inspection undertaken by the local authority***

*I / we apply for building control approval with full plans as described on this form and as detailed on any supplementary documents*

**Signature of applicant (where the applicant is not the client)**

\_\_\_\_\_ **Date:** \_\_\_\_\_

*I, the client, confirm I agree to the application being made and that the information contained in the application is correct.*

**Signature of client (where the client is not the applicant):**

\_\_\_\_\_ **Date:** \_\_\_\_\_

---

The application for building control approval with full plans to inform the local authority of building work etc., is restricted to certain building types. Additional information will also be required to accompany your application for building control approval with full plans, depending upon the work proposed. Further information can be found in the attached notes and checklist. This form cannot be used for building control approval applications for higher-risk building work or stage of higher-risk building work or for work to existing higher-risk buildings. Applications for building work to higher-risk buildings can be made [here](#). Form created in October 2023.

Contact us on 01438 879990

Address: Campus West Office, Welwyn Garden City, Hertfordshire, AL8 6BX