

Full Plans Application Form



The Building Act 1984
The Building Safety Act 2022
The Building Regulations 2010

This form must be submitted by the Client, i.e. Building Owner.

Client Details:

- I confirm I have read and understood Regulations 11A-14C of The Building Regulations 2010 and understand my duties as the Client
- I understand that by not providing contact details for my Contractor and/or Designer I am responsible for ensuring compliance with The Building Regulations 2010

Contact Name: _____

Business Name: _____

Contact Address: _____

Email Address: _____

Telephone Number: _____

Contractor Details:

- I understand that in providing contact details for my Contractor, I am confirming that I have read and understand my duties to ensure they are competent as described in Regulations 11C-H of The Building Regulations 2010

Contact Name: _____

Business Name: _____

Contact Address: _____

Email Address: _____

Telephone Number: _____

Designer Details:

- I understand that in providing contact details for my Designer, I am confirming that I have read and understood my duties to ensure they are competent as described in Regulations 11C-H of The Building Regulations 2010

Contact Name: _____

Business Name: _____

Contact Address: _____

Email Address: _____

Telephone Number: _____

Location of Development:

Address:

Proposed Works:

Description:

Proposed Start Date:

Proposed Completion Date:

Building Information:

Existing Use of Building:

Existing Use of Individual Stories:

Existing Building Height:

Existing Number of stories:

Proposed Use of Building:

Proposed Use of Individual Stories:

Proposed Building Height:

Proposed Number of stories:

I confirm I understand that when measuring the building height, I have included any basement level and all floors up to the top floor as described in Regulation 6 of The Higher Risk Buildings (Description and Supplementary Provisions) Regulations 2023

I can confirm that this building also comes under the remit of The Regulatory Reform (Fire Safety) Order 2005 and will apply following completion of the works

Application Fees:

1. Please state the new floor area created by extension and/or conversion:

2. Please state the estimated cost of works excluding VAT:

Full Plans fee (fees are calculated against our standard fees for the type of work you propose to carry out)

Plan Deposit Fee (including VAT):

 Inspection Fee (including VAT):

Invoicee Details:

Contact Name: _____

Business Name: _____

Contact Address: _____

Email Address: _____

Telephone Number: _____

Statement:

This notice is given in relation to the building works as described, and is submitted in accordance with Regulations 12(2)(b) and 14 and is accompanied by the appropriate fee. I understand that further fees will be payable following the first inspection by the Local Authority **(Please ensure you have provided details of who is to be invoiced in the section above)**

Signed: _____

Name: _____

Date: _____