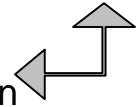


Building Control Services

☎ 01375 - 652288 / 89 Fax 01375 - 652783

FB



Building Regulations - Full Building Plans Submission

This form is to be completed **in black or blue ink** by the person (or their agent) who intends to carry out building work. If the form is unfamiliar, please read the notes on the reverse side or consult the office above. **Cheques should be made payable to "Thurrock Council"**

1 Applicant's Details* (see note 1) Name: _____

* **Please Note** :- the applicant is the person to whom the inspection charge is to be invoiced

Address _____

Postcode _____

Tel (daytime) _____ Mobile _____ E-mail _____

2 Agent's Details (if applicable) Name: _____

Address _____

Postcode _____

Tel (daytime) _____ Mobile _____ E-mail _____

3 Location of building to which work relates

Address _____

Postcode _____

4 Proposed work e.g. Single storey rear extension; Room in the roof; New hotel / Warehouse etc.

Description _____

5 Use of building e.g. domestic, commercial, office, retail etc.

1. If new building or extension, please state proposed use: _____

2. If existing building, state present use: _____

3. Is the building to be used as a place of work ? (see note 2) **Yes / No**

4. Is the proposed work subject to LANTAC approval ? (see note 9) **Yes / No**

6 Conditions (see note 6)

Do you consent to the plans being passed subject to conditions where appropriate ? **Yes / No**

7 Charges (see notes 3 & 4 and separate Guidance Note for information on charges)

1. If this application is for proposed new dwellings - state total number of dwellings. Total

2. For domestic extensions / garages – state internal floor area m²

3. All other work - please provide an estimate of the cost of the work excluding VAT £

Plan fee plus VAT Total
£ £ £

8 Extension of time Do you consent to an extension of the statutory time period (5 weeks) for a further period of 3 weeks in order for you to provide any additional necessary information **Yes / No**

9 Statement

This notice is given in relation to the building work as described and is submitted in accordance with the Building Regulations and accompanied by the appropriate fee. I understand that a further fee will be payable following the first inspection by the Local Authority.

Name: Signature: Date:

NB Your attention is drawn to Note 8 on the reverse of this application form that the proposed work may require permission under the Town & Country Planning Acts/Planning (Listed Buildings & Conservation Areas) Act 1990

FULL PLANS SUBMISSION NOTES.

1. The Applicant is the person on whose behalf the work is being carried out **and to whom the inspection charge is invoiced** e.g. the owner of the land / building.

2. This notice should be completed and submitted with **2 copies** of plans and particulars in accordance with the provisions of Building Regulation 14. - Where the building is used as a place of work, **two further copies** of plans which demonstrate compliance with the requirements should be included.

3. Subject to certain exceptions a Full Plans Submission attracts charges payable by the person on whose behalf the work is to be carried out. These charges are due in two stages. The first charge must accompany the deposit of plans and the second charge is payable after the first site inspection of work in progress. The second charge is a single payment in respect of building works relevant to the application received and will cover all site visits and consultations necessary until the work is satisfactorily completed.

Table 1 prescribes the plan and inspection charges payable for new domestic buildings.

Table 2 prescribes the charges payable for small alterations and extensions to a dwelling home and the addition of a small garage or carport.

Table 3 prescribes the charges payable for all other cases.

The appropriate charge is dependent upon the type of work proposed. Scales of charges and the methods of calculation are sent out in a separate document entitled 'Guidance Notes on Charges', which is available on request.

4. This Full Plans submission shall cease to have effect from **3 years** after it is given to the local authority unless the work has been commenced before the expiry of that period.

5. Subject to certain provisions of the Public Health Act 1936, owners and occupiers of premises are entitled to have their private foul and surface water drains and sewers connected to the public sewers where available. Special arrangements apply to trade effluent discharge. Persons wishing to make such connections must contact Anglian Water Authority.

6. 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 will need to be deposited.

7. These notes are for general guidance only. Particulars regarding the deposit of plans are contained in Regulation 14 of the Building Regulations.

8. 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.**

9. LABC Services provides National Type Approval for a range of building types, building systems and major building elements where they are used repeatedly. If the work proposed, or any part of it, is subject to a LANTAC approval please answer YES and enclose a copy of the appropriate current certificate(s). If there is any variation in this proposal from that shown on the LANTAC type approved plans, attention should be drawn to it in a covering letter. Further information on LANTAC schemes is available from your local Building Control Services Office or LANTAC, 64 Victoria Street, London SW1E 6QP.

Further information and advice concerning the Building Regulations and Planning matters may be obtained from your local authority.