Building Regulations Submission

The Building Act 1984

The Building Regulations 2010

1 Submission Details

Is this a 'Full Plans Submission' ☐ or a 'Building Notice' ? ☐ please tick as appropriate

See guidance note 13

2 The Address of the Site/Premises

Postcode

Approx Age of Property:

3 Full Description of the Work –

e.g. Single storey extension to enlarge the lounge

Commencement date if known:

4 Applicant's Details –

Please give the FULL name, postal address and daytime telephone/fax numbers.

Name:

Address:

Post Code: Tel: email:

5 Agent's Details (if applicable) –

Please give details of the person dealing with the project.

Name:

Address:

Post Code: Tel: email:

6 Use of building –

e.g. Dwelling, office or shop .....

1. State present use:

2. State proposed use:

7 Previous applications

Is this a re-submission for this project? YES ☐ NO ☐ Reference number:

8 Electrical Work

Please indicate whether all electrical work associated with this submission will be undertaken by a person who is a member of a Part P Competent Person Scheme. YES ☐ NO ☐

Please be aware that where electrical work is 'notifiable' and is undertaken by an electrician who is not a member of a Part P 'Competent Persons Scheme' a charge will be made to recover the Council's costs in checking this element of the project.

For details please refer to our charges.

9 Prescribed Period – (Full Plans Submissions only)

The Building Act allows five weeks to give a decision on a 'full plans' submission. Our aim is to process every submission as soon as possible. In some cases we may require more information from you. To allow you time to obtain this information, we suggest that you agree to the extension of the five week period to two months. It will not delay our processing of your application.

Do you consent to an extension of time? YES ☐ NO ☐

10 Conditions – (Full Plans Submissions only)

Do you consent to the plans being passed subject to conditions where appropriate ? YES ☐ NO ☐

11 Charges – *Please make cheques payable to the appropriate Council.*

ENCLOSED CHARGES

Table A. Dwellings not more than 3 storeys & not more than 300m² in floor area

Number of dwellings _____ **For other dwellings use table C**

£ _____

Table B. Certain domestic extensions & work

Floor area (m²) _____

Extensions & Loft Conversions with floor area over 80m² use table C

£ _____

Table C. Other works based on the *full* estimated cost

Estimated cost £ _____ **Important –** Please complete this box to avoid a possible delay with the processing of your submission.

£ _____

12 Statement

This notice is given in relation to the building work as described, in accordance with Building Regulation 12 (2) (a) (b) and is accompanied by the appropriate payment. *I/We understand that further charges may be payable by the applicant following the first inspection by the local authority.*

Name: Signature: Date:

13 Notes and Guidance

This form will usually be acceptable for submission to any Local Authority in England and Wales.

1 **Submission options.** You may choose to use either the 'Full Plans' or 'Building Notice' option. However, the 'Building Notice' option cannot be used where:

a) the building is or contains a 'workplace' under the Regulatory Reform (Fire Safety) Order 2005 which includes offices, shops, factories and hotels. With these types of buildings we are required to consult with the fire authority.

b) the building work is over or near a public sewer.

The following information should be submitted together with one completed copy of this form.

Full Plan Applications:- Two copies of detailed plans including full constructional specifications and a site plan. A further two copies of layout plans will be required for work to, or in relation to, buildings subject to the Regulatory Reform (Fire Safety) Order 2005 to enable consultation with the fire authority.

Building Notice Applications:- In the case of an extension a site plan must be provided. Additional written information may also be requested.

2 **Address of the site/premises.** If a precise address has not yet been allocated please provide an accurate description for location purpose. You cannot build over, or close to, a public sewer without the consent of the Public Water Utility Company.

3 **The Party Wall etc. Act 1996.** If your proposals involve works to, or near to, a party wall or boundary, The Party Wall etc. Act 1996 may apply to you. Please contact us for a copy of 'The Party Wall etc. Act 1996' explanatory booklet.

4 **Data Protection Act 1998.** In order to improve our services to you we may share the information supplied by you in this form with other parts of the Council. We will not disclose your details to anyone outside the Council except in accordance with the Data Protection Act 1998.

IMPORTANT : PLANS OR NOTICES MUST BE SUBMITTED TO THE COUNCIL UNDER THE BUILDING REGULATIONS AND ANY NECESSARY PLANNING PERMISSION OBTAINED *(If you haven't already done so you are advised to contact your local Development Control Office)*, BEFORE ANY WORK ON SITE IS COMMENCED.

For further information or advice on Building Regulation matters please contact your local Building Control Department :–

Bath & North East Somerset Council
Lewis House Manvers Street
BATH BA1 1JG
Tel: 01225 477517
Fax: 01225 477637
email: building_control@bathnes.gov.uk
Web: www.bathnes.gov.uk/buildingcontrol

Bristol City Council
Building Regulations and Standards
Brunel House St George's Road
BRISTOL BS1 5UY
Tel: 0117 922 3000 Fax: 0117 922 3886
email:building.control@bristol.gov.uk
Web: www.bristol.gov.uk/buildingcontrol

Swindon Borough Council
Wat Tyler House West 3rd Floor Beckhampton Street
SWINDON SN1 2JH
Tel: 01793 466069 Fax: 01793 466166
email:buildingcontrol@swindon.gov.uk
lburton@swindon.gov.uk
Web: www.swindon.gov.uk

North Somerset Council
Building Control
Floor 3, Somerset House, Oxford Street
WESTON-SUPER-MARE BS23 1TG
Tel: 01275/888685/884550/888691
Fax: 01275 884120
email: bc.info@n-somerset.gov.uk
Web: www.n-somerset.gov.uk/buildingcontrol

Wiltshire Council (North)
Building Control
Monkton Park
CHIPPENHAM SN15 1ER
Tel: 01249 706535
Fax: 01249 460810
email:buildingcontrolnorth@wiltshire.gov.uk
Web: www.wiltshire.gov.uk/buildingcontrol

Wiltshire Council (South)
Building Control
PO Box 2281
SALISBURY SP2 2HX
Tel: 01722 434519
Fax: 01722 434247
email:buildingcontrolsouth@wiltshire.gov.uk
Web: www.wiltshire.gov.uk/buildingcontrol

South Gloucestershire Council
Building Control PO Box 2081
South Gloucestershire
BS35 9BP
Tel: 01454 868004
email: building.control@southglos.gov.uk
Web: www.southglos.gov.uk

Wiltshire Council (East)
Building Control
Browfort Bath Road
DEVIZES SN10 2AT
Tel: 01380 734777
Fax: 01380 734775
email:buildingcontroleast@wiltshire.gov.uk
Web: www.wiltshire.gov.uk/buildingcontrol

Wiltshire Council (West)
Building Control
Bradley Road
TROWBRIDGE BA14 0RD
Tel: 01225 770321
Fax: 01225 770337
email:buildingcontrolwest@wiltshire.gov.uk
Web: www.wiltshire.gov.uk/buildingcontrol

North Somerset
BUILDING CONTROL

Building Control Charges

The Building (Local Authority Charges) Regulations 2010
Valid from 04 Jan 2011 VAT 20%

LABC

GENERAL NOTES

1. Full Plans Charges
(a) Plan Charge: The 'plan charge' is payable when the application is submitted.
(b) Inspection Charge: The 'inspection charge' will be invoiced to the applicant following the first inspection

2. Building Notice Charge: The 'building notice charge' is equal to the plan and inspection charge added together. It is payable when the application is submitted. We recommend that building notices are used only for simple structures or minor works.

Table A	New Dwellings (up to 300m²)								
Number of dwellings	FULL PLANS						BUILDING NOTICE CHARGE		
	PLAN CHARGE			INSPECTION CHARGE					
	Charge	VAT	Total	Charge	VAT	Total	Charge	VAT	Total
1	255.65	51.31	306.78	383.47	76.69	460.16	639.12	127.82	766.94
2	352.67	70.53	423.20	529.00	105.80	634.80	881.67	176.33	1,058.00
3	452.60	90.52	543.12	678.90	135.78	814.68	1,131.50	226.30	1,357.80
4	534.10	106.82	640.92	801.14	160.23	961.37	1,335.24	267.05	1,602.29
5	607.83	121.57	729.40	911.75	182.35	1,094.10	1,519.58	303.92	1,823.50
6	692.73	138.55	831.28	1,039.09	207.82	1,246.91	1,731.82	346.36	2,078.18
7	733.96	146.79	880.75	1,100.94	220.19	1,321.13	1,834.90	366.98	2,201.88
8	852.54	170.51	1,023.05	1,238.47	247.69	1,486.16	2,064.11	412.82	2,476.93
9	917.33	183.47	1,100.80	1.375.99	275.20	1,651.19	2,293.32	458.66	2,751.98
10	1,009.50	201.90	1,211.40	1,514.24	302.85	1,817.09	2,523.74	504.75	3,028.49

FOR PROJECTS WITH MORE THAN 10 DWELLINGS PLEASE CONTACT US FOR ADVICE

Table A Notes: For new dwellings with a floor area of more than 300m² please contact us for advice.

Table B	Work to domestic buildings								
Type of work	FULL PLANS						BUILDING NOTICE CHARGE		
	PLAN CHARGE			INSPECTION CHARGE					
	Charge	VAT	Total	Charge	VAT	Total	Charge	VAT	Total
Garage and car ports up to 40m²	170.21	34.04	204.25	0.00	0.00	0.00	170.21	34.04	204.25
Garage and car ports up over 40m² up to 60m²	170.21	34.04	204.25	127.76	25.55	153.31	297.87	59.57	357.44
Extensions up to 10m²	170.21	34.04	204.25	170.21	34.04	204.25	340.43	68.09	408.52
Extensions over 10m² up to 40m²	170.21	34.04	204.25	255.32	51.06	306.38	425.53	85.11	510.64
Extensions over 40m² up to 60m²	170.21	34.04	204.25	340.43	68.09	408.52	510.64	102.13	612.77
Extensions over 60m² up to 80m²	170.21	34.04	204.25	425.53	85.11	510.64	595.74	119.15	714.89
Loft Conversions up to 40m²	170.21	34.04	204.25	170.21	34.04	204.25	340.42	68.08	408.50
Loft Conversions over 40m² up to 80m²	170.21	34.04	204.25	255.32	51.06	306.38	425.53	85.11	510.64
Conversion of garage into living accommodation	204.26	40.85	245.11	0.00	0.00	0.00	204.26	40.85	245.11
Underpinning	246.81	49.36	296.17	0.00	0.00	0.00	246.81	49.36	296.17
Renovation of a thermal element	102.13	20.43	122.56	0.00	0.00	0.00	102.13	20.43	122.56
Replacement windows	102.13	20.43	122.56	0.00	0.00	0.00	102.13	20.43	122.56
Electrical work (non Competent Persons Scheme)	340.43	68.09	408.52	0.00	0.00	0.00	340.43	68.09	408.52

FOR ALL OTHER WORK TO DWELLINGS PLEASE SEE TABLE C

Table B Notes:
1. Floor area: This relates to the total internal floor area of all the storeys added together.
2. Where more than one extension is proposed the floor area should be added together to determine the charge.
3. Alterations to existing buildings to improve facilities for people with disabilities may be exempt from the charge. For details and advice please telephone 01275 884 550/8 691.
4. For extensions and loft conversions over 80m² please contact us for advice.

Table C	All Other Building Work								
Total estimated cost of works £	FULL PLANS						BUILDING NOTICE CHARGE		
	PLAN CHARGE			INSPECTION CHARGE					
	Charge	VAT	Total	Charge	VAT	Total	Charge	VAT	Total
0 - 1,000	102.13	20.43	122.56	0.00	0.00	0.00	102.13	20.43	122.56
1,0001 - 2,000	153.19	30.64	183.83	0.00	0.00	0.00	153.19	30.64	183.83
2,001 - 5,000	204.26	40.85	245.11	0.00	0.00	0.00	204.26	40.85	245.11
5,001 - 10,000	238.30	47.66	285.96	0.00	0.00	0.00	238.30	47.66	285.96
10,001 - 15,000	108.94	21.79	130.73	163.40	32.68	196.08	272.34	54.47	326.81
15,001 - 20,000	122.55	24.51	147.06	183.83	36.77	220.60	306.38	61.28	367.66
20,001 - 30,000	156.60	31.32	187.92	234.83	46.98	281.87	391.49	78.30	469.79
30,001 - 40,000	190.64	38.13	228.77	285.96	57.19	343.15	476.60	95.32	571.92
40,001 - 50,000	224.68	44.94	269.62	337.02	67.40	404.42	561.70	112.34	674.04

FOR PROJECTS WITH AN ESTIMATED COST OVER £50,000 PLEASE CONTACT US FOR ADVICE

Table C Notes:

1. The total estimated cost of the work relates to professional building rates excluding design fees (architect's and engineers' etc.) and VAT. Estimates based on DIY projects (with no professional labour fee) will not be accepted.
2. Please enclose a written estimate of the cost of the proposed work. We reserve the right to challenge any estimate which is considered to be unrealistic.
3. Adaptions, extensions and alterations required to assist with the needs of people with disabilities may be exempt from the charges. For details and advice please telephone 01275 884 550/8 691
4. For charges relating to replacement windows please refer to table C or telephone 01275 884 550/8 691

North Somerset Building Control:

- Is a not for profit organization
- Is where you can rely on fast, professional, impartial and helpful advice
- Is a not for profit organization
- Is where the fee you pay covers the cost of the service and not the bonuses of share-holders
- Is where your opinion counts
- Is a member of the LABC (the trading arm of the District Surveyor's Association) giving you access to 4,500 qualified surveyors with experience of every conceivable building technique and associated technical challenge. It is the biggest organization of its kind in the UK.
- Has strong and enviable links to the people who count.

North Somerset Council
Somerset House
Oxford Street
Weston-super-Mare BS23 1TG
Tel: 01275 884 550/8 691
Email: bc.info@n-somerset.gov.uk

Accredited by BSI ISO 9001:2008