

Building Regulation Application

Gloucestershire Building Control Group

THE BUILDING ACT 1984
THE BUILDING REGULATIONS 2000 (As amended)



Please read the notes on the reverse side of this form or consult the office indicated overleaf

PLEASE TYPE OR USE BLOCK CAPITALS

1 Submission details (tick as appropriate)

Full Plans



Building Notice



Resubmission



For Resubmission, please give previous reference number:

2 Address where building work is to be carried out

Address: _____

Postcode: _____

Note: A location plan sufficient to readily identify the site should be included

3 Full description of the work (e.g. single storey extension to enlarge the lounge)

Commencement date if known: _____ No of storeys: _____

4 Applicant's details (please give FULL name, postal address and contact details)

Mr/Mrs/Ms/Miss: _____

Address: _____

Postcode: _____ Tel: _____ Fax: _____

Email: _____

Would the applicant prefer to receive correspondence by email? YES NO

5 Agent's details (if applicable, please give details of the person dealing with the project e.g. architect, surveyor)

Company: _____ Contact Name: _____

Address: _____

Postcode: _____ Tel: _____ Fax: _____

Email: _____

Would the agent prefer to receive correspondence by email? YES NO

6 Person who has liability for payment of Inspection Charge

Mr/Mrs/Ms/Miss: _____

Address: _____

Postcode: _____

(If a NON LTD company is liable for payment, please provide the proprietors name eg "Mrs D Walker t/as Dots Café")

7

Use of building

Present use: _____ Proposed use: _____

Will the building or part thereof be put to a use which is designated under the Fire Safety Regulatory

Reform Order 2006: (e.g. hotels, boarding houses, factories, offices, shops etc) YES NO

Please note that an additional set of drawings is required to enable consultation with the Fire Service

8

Conditions (*Full Plans Submissions only*)

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

9

Prescribed Period (*Full Plans Submissions only*)

The statutory time period for dealing with your application may, by agreement, be extended from 5 weeks to 2 months if necessary.

Do you agree to this? YES NO

10

Mode of drainage and water supply (e.g. to an existing mains sewer or to a new treatment plant)

Foul Water: _____ New Existing (please specify)

Surface Water: _____ New Existing (please specify)

Water Supply: Mains Other: _____ (please specify)

11

Energy Rating

Required for all new build dwellings, non-domestic new build and non-domestic extensions over 500m²

Please state method of compliance & enclose of copy of the relevant certification:

12

Domestic electrical installations

Please confirm whether all necessary electrical work associated with this application will be carried out by an electrician who is a member of an approved competent person scheme:

YES

NO Building Control will arrange inspection of electrical work by a consultant.

Note this option will attract an additional charge over and above the normal application charge. Please refer to the scheme of charges for details

13

Planning Permission

Persons proposing to carry out 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:

Have you checked if you require planning or listed building consent for the works? YES NO

Have you made an application for planning or listed building consent for the works? YES NO

If yes, what is the application reference number? _____

FEES (please see the accompanying fee schedule for the appropriate Council)

14

Disabled works

Is the work to provide a facility for a registered disabled person?

YES NO

15

TABLE 1 Erection of new dwellings up to 3 storeys & not more than 300m² in floor area

Is the development funded: Privately

 Plot No(s): _____

Housing Association

 Plot No(s): _____

Local Authority

 Plot No(s): _____Number of Dwellings: Internal floor area: m²

Fee due: £

16

TABLE 2 Domestic extensions, loft conversions & garages/carportsGarage/carport internal floor area: m²

Fee due: £

Extension internal floor area: m²

Fee due: £

Loft conversion internal floor area: m²

Fee due: £

(For floor areas over 60m² please use Table 3)

17

TABLE 3 Other works based on estimated cost

Estimated cost (excluding vat): £

Fee due: £

(You may be required to provide an estimate)

18

Electrical Work (please refer to question 12 for further details)

Additional fees payable for electrical work:

Fee due: £

19

Statement

This notice is given in relation to the building work as described, in accordance with Regulation 12, 2A and is accompanied by the appropriate payment. I understand that further charges may be payable following the first inspection by the Local Authority, and that the applicant has been made aware of this.

Signed: _____ Name: _____ Date: _____

For further advice on Building Regulation matters please contact your local Building Control Service**Cheltenham Borough Council**

Built Environment, Municipal Offices, Promenade, Cheltenham, Glos, GL50 1PP

Tel: 01242 264321

Fax: 01242 227323

Email: buildingcontrol@cheltenham.gov.uk**Cotswold District Council**

Building Control, Trinity Road, Cirencester, Glos, GL7 1PX

Tel: 01285 623000

Fax: 01285 623905

Email: building_control@cotswold.gov.uk**Forest of Dean District Council**

Building Control Services, Council Offices, High Street, Coleford, Glos, GL16 8HG

Tel: 01594 810000

Fax: 01594 812353

Email: building.control@fdean.gov.uk**Gloucester City Council**Building Standards & Control, 4th Floor, Herbert Warehouse, The Docks, Gloucester, GL1 2EQ

Tel: 01452 396771

Fax: 01452 396763

Email: buildingcontrol@gloucester.gov.uk**Stroud District Council**

Building Control Services, Ebley Mill, Westward Road, Stroud, Glos, GL5 4UB

Tel: 01453 754518

Fax: 01453 754511

Email: building.control@stroud.gov.uk**Tewkesbury Borough Council**

Building Control Services, Council Offices, Gloucester Road, Tewkesbury, Glos, GL20 5TT

Tel: 01684 272084

Fax: 01684 272227

Email: buildingcontrol@teewkesbury.gov.uk

APPLICATION NOTES

You may choose to submit either the 'Full Plans' or 'Building Notice' option for new building work however the 'Building Notice' option can **not** be used where:

- a. The building is a 'designated use' under the Fire Safety Regulatory Reform Order which includes offices, shops, factories and hotels and/or is a workplace subject to the Fire Precautions (Workplace) Regulations 1997 to enable consultation with the fire authority.
- b. The building work is over or near a public sewer.
- c. The proposed new dwelling/s front onto a private street.

Both methods have the same charge and both are inspected on site to ensure compliance with the Building Regulations

The Regularisation option is to be used for work that has already been carried out, please refer to the separate application form and charge sheet for details.

Full Plans applications

- One copy of this form should be completed and submitted with the appropriate fee and two copies of detailed plans, including full constructional specifications and site plan.
- Please note that if works proceed before a formal approval is given, then this is carried out at your own risk. It may be necessary at a later stage to alter parts of the building work/fittings in order to comply with the vetted approved application.

Building Notice applications

- One copy of this form should be completed and submitted with the appropriate fee and a site plan to a scale of 1:1250 or 1:12500 to show drainage details and boundaries of site. Additional information may also be requested, e.g. engineer's calculations.

General Information

- Applicant:** The applicant is the person on whose behalf the work is being carried out, e.g. the building's owner.
- Agent:** The agent is the person or company dealing with the application. Please note that correspondence will be sent to the person/company named as agent.
- Exemption:** Some works solely for the benefit of the disabled are exempt from payment. Please contact the Building Control office for details.
- Validity:** If work has not commenced after three years from the date the application was submitted, the application will no longer be valid.
- Commencement:** When you intend to start work, please contact Building Control giving 48 hours notice. For all other inspections please give 24 hours notice.
- Completion:** Please arrange for a final inspection to be carried out in order that the Local Authority may issue a completion certificate. If electrical works have been carried out, we will require a copy of the electrical certificate before we can release our Building Regulation certificate. These certificates should be retained with your deeds as they will be required when your property is sold.

Cotswold Building Control Charges

All figures (other than for Regularisation) are inclusive of VAT at 20.0%.

The charges are set out in the Council's 9th Scheme of Charges 4th January 2011.

Type of application	Standard Charge	Building Notice Charge (where accepted)	Regularisation (No VAT)
When is the fee payable	On Application	On Application	On Application

New Dwellings and Flats (less than 300m²)

Erection of 1 dwelling or flat	£639.60	£639.60	n/a
Erection of 2 dwellings or flats	£881.40	£881.40	n/a
Erection of 3 dwellings or flats	£1,123.20	£1,123.20	n/a
Erection of 4 dwellings or flats	£1,357.20	£1,357.20	n/a
Erection of 5 dwellings or flats	£1,606.80	£1,606.80	n/a
Erection of 6 dwellings or flats	£1,825.20	£1,825.20	n/a
For more than 6 dwellings, houses or flats please call 01284 623000, and ask for Building Control to obtain a quotation			

Domestic Extensions

New or extended detached garage between 30m ² and 60m ²	£312.00	£312.00	£390.00
Garage conversion to habitable accommodation	£234.00	£234.00	£292.50
Extensions with a total floor area not exceeding 20m ²	£483.60	£483.60	£604.50
Extensions with a total floor area over 20m ² but not exceeding 60m ²	£639.60	£639.60	£799.50
Extensions with a total floor area over 60m ² but not exceeding 100m ²	£803.40	£803.40	£1,004.25
For extensions over 100m ² please call 01284 623000 and ask for Building Control to obtain a quotation			
Loft conversions with a total floor area not exceeding 100m ²	£624.00	£624.00	£780.00
For loft conversions over 100m ² please call 01284 623000 and ask for Building Control to obtain a quotation			

Works not described above

Where the estimated cost does not exceed £1,000	£117.00	£117.00	£146.25
Where the estimated cost is over £1,000 but not exceeding £5,000	£234.00	£234.00	£292.50
Where the estimated cost is over £5,000 but not exceeding £10,000	£312.00	£312.00	£390.00
Where the estimated cost is over £10,000 but not exceeding £20,000	£429.00	£429.00	£536.25
Where the estimated cost is over £20,000 but not exceeding £30,000	£608.40	£608.40	£760.50
Where the estimated cost is over £30,000 but not exceeding £40,000	£741.00	£741.00	£926.25
Where the estimated cost is over £40,000 but not exceeding £50,000	£858.00	£858.00	£1,072.50
Where the estimated cost is over £50,000 but not exceeding £60,000	£1,053.00	£1,053.00	£1,316.25
Where the estimated cost is over £60,000 but not exceeding £70,000	£1,131.00	£1,131.00	£1,413.75

Where the estimated cost is over £70,000 but not exceeding £80,000	£1,248.00	£1,248.00	£1,560.00
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For other work where the estimated cost is over £80,000 please call 01285 623000 and ask for Building Control to obtain a quotation