

Building Regulations Submission



North Somerset Building Control

The Building Act 1984
The Building Regulations 2010

1 Submission details

Is this a:

Full plans submission

Or a Building notice

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 numbers

Name

Address

Postcode

Telephone

Email

5 Agent's details (if applicable)

Please give details of the person dealing with the project

Name

Address

Postcode

Telephone

Email

6 Use of building

For example: Dwelling, office or shop...

Present use

Proposed use

7 Previous applications for planning permission

Has planning permission been applied for previously on 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 Works relating to Conversion and Extensions

To the best of your knowledge does the building subject to this application have any existing components which in whole or in part contain asbestos?

Yes

No

10 Prescribed period (Full Plans submissions only)

The Building Act allows 5 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 5 week period to two months. It will not delay our processing of your application.

Do you consent to an extension of time?

Yes

No

11 Conditions (Full Plans submissions only)

Do you consent to the plans being passed subject to conditions where appropriate? (please tick)

Yes

No

12 Charges

To calculate the fee please visit: www.n-somerset.gov.uk/bcfeescalculator

Dwellings not more than 3 storeys and not more than 300m² area in floor
(see other dwellings see 'other works' below.)

No. of dwellings

£

Domestic extensions and certain work

(for Extensions and Loft Conversions with floor area over 300m² please contact the office)

Floor area (m²)

£

Other works based on the full estimated cost.

(Important – Please complete this box to avoid a possible delay with the processing of your submission.)

Estimated cost

£

13 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


Submit your application by:

Planning Portal –
www.planningportal.co.uk/buildingcontrol

Email –
bc.info@n-somerset.gov.uk

Fee calculator –
www.n-somerset.gov.uk/bcfeescalculator

Post:
North Somerset Building Control,
Post Point 19, Town Hall,
Walliscote Grove Road,
Weston-super-Mare, BS23 1UJ

 Call **01275 884 550** to pay now or post a cheque payable to North Somerset Council

Important: plans or notices must be submitted to the council under the building regulations and any necessary planning permission obtained before any work on site is commenced.

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:

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.

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.

3 Building over or near a public sewer

You cannot build over, or close to, a public sewer without the consent of the Public Water Utility Company. Your application may be delayed if you do not deposit a letter of consent with your application. Please contact Wessex Water on **01225 562 333**

4 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 note we do not administer The Party Wall act 1996, visit www.legislation.gov.uk for more information.

5 Data Protection

North Somerset Council is registered with the Information Commissioner's Office for the purposes of processing personal data. Part of our service is administrated on behalf of North Somerset Council by our partner Agilisys, who can be contacted at: Third Floor, One Hammersmith Broadway, London, W6 9D; **0845 450 1131**; info@agilisys.co.uk.

The personal data you provide with this application form will be held indefinitely and used in accordance with the requirements of UK and European data protection law.

Unless otherwise agreed with you, we will only collect the minimum personal data required to deliver the service, which includes your name, address, contact details and any other personal information that you decide to send to us in support of your application. We do not require any special category personal information, or information relating to criminal convictions or offences.

The information will be used for the administration of our statutory duty under The Building Act 1084 (GDPR Article 6(1)(c)) and the processing of the information provided as part of any non-statutory service is lawful as it is necessary in order to take these steps prior to entering into a contract (GDPR Article 6(1)(b)).

We will not use your personal information in a way that may cause you unwarranted nuisance. Failure to provide the information is likely to result in applications, comments about applications and other service requests not being considered or provided.

We may lawfully disclose information to public sector agencies to prevent or detect fraud or other crime, or to support the national fraud initiatives and protect public funds under the Local Audit and Accountability Act 2014. Under the conditions of the Digital Economy Act 2017, we may also share personal data provided to us with other public authorities as defined in the Act, for the purposes of fraud or crime detection or prevention, to recover monies owed