**Building Control Application – Full Plans**

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| **The Building Act 1984 (as amended), The Building Regulations 2010, The Building Safety Act 2022**   1. **Client Details (The person for whom the work is being carried out)** | |
| Is the client a ‘Domestic Client’? (a client for whom a project is being carried out which is not in the course or furtherance of a business of that client) Yes:  No: | |
| Name: |  |
| Full address: |  |
| Phone: |  |
| Email: |  |
| Is the client different to the applicant? Yes:  No: | |
| 1. **Applicant Details (If different to client, or state it is the same)** | |
| **Please note:** Where the application is made by someone on behalf of the client, the client must sign the statement at the end of this application OR a statement from the client is to be attached along with the application documents via email from the client (from their personal email address – not a generic one), confirming they agree to the application being made and that the information contained in the application is correct.  **Please note:** If any persons change (client, applicant, designer, builder) before completion of the application, you are required to provide details of that change and update this form. | |
| Name: |  |
| Full address: |  |
| Phone: |  |
| Email: |  |
| 1. **Principal Designer Details (if different to applicant (the lead or sole designer)** | |
| Is the principal designer the same as the applicant? Yes:  No: | |
| Name: |  |
| Full Address: |  |
| Phone: |  |
| Email: |  |
| 1. **Principal Contractor Details (the lead contractor)** | |
| **Please note:** The principal contractor details **must be provided** to the Local Authority **before** the construction phase begins. | |
| Have you appointed a principal contractor? Yes:  No: | |
| Is the principal contractor the same as the applicant? Yes:  No: | |
| Name: |  |
| Full Address: |  |
| Phone: |  |
| Email: |  |

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| 1. **Correspondence** | | | |
| Main correspondence email address: | |  | |
| 1. **Proposed Work and Location** | | | |
| Description: |  | | |
| Full site address: |  | | |
| Estimated cost of the works: | |  | |
| Planning reference number  (if applicable): | |  | |
| 1. **Current usage of the building to which work relates** | | | |
| Does the work consist of work to an existing building? If so, please describe the existing building’s usage: | |  | |
| Where the building comprises more than one usage type, please enter details of the **existing** use of each storey: | |  | |
| The current height of the building: | |  | |
| The current number of storeys: | |  | |
| 1. **Proposed usage of the building** | | | |
| State the principal **proposed** usage of the building: | |  | |
| Where the building comprises more than one usage type, please enter details of the **proposed** use of each storey: | |  | |
| The height of the building after **proposed** work: | |  | |
| The proposed number of storeys: | |  | |
| 1. **Fire Safety Order** | | | |
| Is the **existing building** a building to which the [Regulatory Reform (Fire Safety) Order 2005](https://www.legislation.gov.uk/uksi/2005/1541/contents) applies? | | | Yes:  No: |
| Is the **proposed building** a building to which the [Regulatory Reform (Fire Safety) Order 2005](https://www.legislation.gov.uk/uksi/2005/1541/contents) applies? | | | Yes:  No: |
| 1. **Drainage and Water Supply** | | | |
| Where the work involves discharge of foul or surface water, or a new water supply/connection: | | | |
| Is the source of the water to the building from:  a water main:  a private supply:  a well: | | | |
| Is the foul water to be drained to the:  Foul sewer:  Septic tank:  Cess pool:  Treatment plant | | | |
| Is the surface water to be drained to the:  Soak away:  Combined sewer:  SUDS:  Watercourse: | | | |
| 1. **Building over Sewers** | | | |
| Is the proposed building within 3m of a public sewer? Yes:  No: | | | |
| If **Yes** permission from Anglian Water will be necessary and relevant details submitted with this application for building control approval with full plans [(see paragraph H4 Schedule 1).](https://www.legislation.gov.uk/uksi/2010/2214/schedule/1) Work should not commence on site until this consultation has been made and a positive response from Anglian Water has been received. | | | |
| 1. **Local Enactments** | | | |
| Provide details of the steps to be taken to comply with any Local Enactments that may apply to the site: | | | |

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| 1. **Commencement** | |
| Estimated commencement date provide **either:**  The calendar date when it is proposed the work will reach the point when it is to be regarded as commenced (in accordance with [46A applies](https://www.legislation.gov.uk/uksi/2010/2214/regulation/46A) (lapse of building control approval: commencement of work)  **Or** where the work does not consist of work to which paragraph (2) or (3) of regulation [46A applies](https://www.legislation.gov.uk/uksi/2010/2214/regulation/46A), details of the work which the client considers amounts to 15% of the proposed work. | |
| 1. **Building Work Solely Required by People with Disabilities** | |
| Is the work for a registered Disabled Persons? Yes:  No: | |
| 1. **Payment** | |
| Do you wish to pay the plan checking fee by card, cheque, or invoice? Please state preferred method. |  |
| Please confirm whether the Client, Applicant or Principal Designer will be paying the plan check fee: |  |
| Please confirm whether the Client, Applicant or Principal Designer should be invoiced for the inspection fee: |  |
| 1. **Disclaimer and Statement** | |
| **Disclaimer**: Tendring District Council (TDC) will be the Data Controller for the information you are providing. That means TDC will be responsible for looking after it as required by the Data Protection Act 2018 and will only use the information for performing Councils function described in this form. Signing this form gives your consent to us using the data for the purposes described in this form. For more information on your rights in regards to your personal information and how to access it, visit our website [Data Protection and Privacy](https://www.tendringdc.gov.uk/privacy) or contact The Data Protection Officer on 01255 686060 Email: [DPAOfficer@tendringdc.gov.uk](mailto:DPAOfficer@tendringdc.gov.uk).  **Statement:** This notice is given in relation to the building work as described and is submitted in accordance with The Building Regulations and the current Tendring Building Regulation Charges Scheme. I understand that inspection fees will be payable after the first inspection by the authority for a Full Plans application. No further inspections will be conducted by the authority unless the inspection fee is paid.  • I agree to the Council exercising the option to approve the application with conditions if considered appropriate.  • I agree to inform the local authority building control department if any amendments are made to, the client, the  applicant, the principal designer, or principal contractor throughout the course of this application.  • This application is an application for building control approval with full plans given under regulation 12(2)(b) and by submitting I am agreeing to a decision on the plans being issued within 8 weeks of validation, which may be extended upon written agreement.  By submitting this form, you agree that you have read and understood the above statement for yourself, or your client and you are confirming all the relevant requirements of Part 2A (duty-holders) has been complied with.  Applicant Name:  Signature: Date:    **Where the application is made by someone on behalf of the client,** the client must sign below confirming they agree to the application being made and that the information contained in the application is correct **or** a statement from the client is to be attached along with the application documents via email from the client (from their personal email address – not a generic one), confirming they agree to the application being made and that the information contained in the application is correct or sign the statement at the end of the application form.  Client Name:  Signature: Date: | |