

Building Regulations Application Form

The Building Regulations 2010



I / we apply for an application under the Building Regulations 2010 for:

Please indicate
application type

☐

**A) Full Plans
Submission**
(Any new work)

☐

B) Building Notice
(Domestic new
work only)

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C) Regularisation
(Existing unauthorised
work)

☐

**D) Reversion
Application**

Building Regulation II A (I) A client must make suitable arrangements for planning, managing and monitoring a project. (Including sufficient time and other resources) so as to ensure compliance with all relevant requirements. This means they ensure that the design work and building work is carried out so that the building work to which the design relates, if built, would be in compliance with all relevant requirements.

1 Client details

Name

Address

Post Code

Tel.

Email

Where the application is not being submitted by the client, this application must be accompanied by a 'Statement of Consent', signed and dated by the client stating that they agree that the application can be made and the information contained in the application is correct.

2 Principle or Sole Contractor

Name

Address

Post Code

Tel.

Email

Company name

3 Principal or Sole Designer

Name

Address

Post Code

Tel.

Email

Company name

If you do not identify the Contractor or Designer above the Client is legally responsible for these roles under the Building Regulations 2010 (Regulation 11). If you wish to confirm these at a later date this will not affect your application.

4 Existing building (If the work is to an existing building, please confirm the following)

Use of each storey

Number of storeys including basements

Building height (from lowest ground level
to highest floor level)

Is this building a high-risk building as determined by Regulation 6 of the Higher Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023?

☐☐

Yes No

Does the building fall under the scope of the Regulations Reform (Fire Safety) Order 2005?

☐☐

Yes No

5 Proposed building (If the work is to an existing building, please confirm the following)

Is this building a high-risk building as determined by Regulation 6 of the Higher Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023?

☐

Yes

☐

No

Does the building fall under the scope of the Regulations Reform (Fire Safety) Order 2005?

☐

Yes

☐

No

Please refer to the information note at the end of this form

6 Proposed work and fees

Proposed
work

Location of
work address

7 Declaration / Statement of Consent

This application is deposited in relation to the building work as described above. It is submitted in accordance with Regulations 11 to 14 where relevant and is accompanied by the appropriate charge. I understand that further applicable charges (such as inspection fees) may become payable by the Client if additional inspections are required.

Position (Client / Contractor
/ Designer)

I declare that the information on this application is correct

Signature

8 Owners Statement of Consent

I agree that the application can be made on my behalf and the information contained in the application is correct.

Signature

Information

The Regulatory Reform (Fire Safety) Order 2005 (RRO) does not apply in relation to single domestic premises, “domestic premises” means premises occupied as a private dwelling (including any garden, yard, garage, outhouse, or other appurtenance of such premises which is not used in common by the occupants of more than one such dwelling).

The RRO will apply if the premises is within a building which contains two or more sets of domestic premises (e.g. flats), the things to which this order applies include the building's structure and external walls and any common parts, all doors between the domestic premises and common parts. The reference to external walls includes, doors or windows in those walls, and anything attached to the exterior of those walls (including balconies).

If the building is multiple use (domestic and commercial) – e.g. flat above a shop, the RRO applies.

Please note

There is a further page of important information and a privacy notice on the following page.

Important Information

1. You are giving notice of your intention to carry out building work and deposit the attached drawings and other documents as required by the building regulations.
2. In the case of a Full Plans Application, this notice is being given in relation to the building work as described, and is being submitted in accordance with Regulation(2)(b) and is accompanied by the appropriate charge. Please understand that further charges (Inspection Charges) will normally be payable following the first inspection by Fylde Council. By completing and signing this form, the Council accepts that you have consented to the time period for consideration of the application being extended to two months and that, if appropriate, you wish the application to be passed with conditions.
3. In the case of an application for Regularisation, this notice, given in relation to the work described, is submitted in accordance with Regulation 18 and is accompanied by the appropriate charge (and plans where applicable). Please understand that the local authority may require you to take such reasonable steps (e.g. opening up of unauthorised work for inspection, making tests and taking samples) as appropriate, to establish compliance or otherwise.
4. In all cases, the Council may require the submission of further information to show compliance with the Building Regulations.

Privacy Notice

Why we are collecting the data

Fylde Borough Council Building Control provides a number of services which include Building Regulation Approval, Regularisation to existing premises and enforcement to premises which fail to meet Building Regulations.

Secondly administrative and enforcement involvement with dangerous structures and demolition is the responsibility of the department.

In order to carry out these statutory functions it is necessary to process personal data.

With whom we will be sharing the data

Fylde Borough Council Building Control may share data with other government departments and agencies, local authorities and housing associations (and their representative bodies), the local fire and rescue authority and United Utilities in pursuance of the aim of the Building Regulations and associated Building Act 1984.

For how long we will keep the (personal) data.

Your (personal) data will be held for as long as is necessary for the purposes for which it has been collected.

Any personal data will be stored in a secure Fylde Borough Council IT system upon the Building Control and Land Charges system. It will not be transferred to a country outside the European Economic Area or used for any automated decision making.

Your rights, e.g. access, rectification, erasure

Where the data we are collecting is your personal data, you have considerable say over what happens to it.

You have the right:

- a. to see what data we have about you;
 - b. to ask us to stop using your data, but keep it on record;
 - c. in some circumstances to have all or some of your data deleted or corrected;
 - d. to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law.
- You can contact the ICO at <https://ico.org.uk/> or telephone 0303 123 1113; and
- e. the right to withdraw consent at any time (where relevant).