

Building Regulations Application



Oadby & Wigston Borough Council Building Regulations Application Form The Building Regulations 2010



Please indicate application type:	<input type="checkbox"/> A) Full Plans Submission <i>(Any new work)</i>	<input type="checkbox"/> B) Building Notice <i>(Domestic new work only)</i>	<input type="checkbox"/> C) Regularisation Certificate <i>(Existing unauthorised work)</i>	<input type="checkbox"/> D) Reversion from private inspector
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1 Applicants details

Application Reference:

Name:

Address:

Postcode:

Telephone:

email:

2 Agents / Building Contractor details

Name:

Address:

Postcode:

Telephone:

email:

3 Location of site to which the building work relates

Address of site:

Postcode:

4 Description of Proposed / Completed building works:

5 Declaration

This application is deposited in relation to the building work as described above. It is submitted in accordance with Regulations 12(2) and 18 where relevant and is accompanied by the appropriate charge.*

I understand that further applicable charges (such as inspection fees) may become payable by the building owner following the first inspection undertaken by the local authority.

I / we apply for Full Plans Building Regulation Approval / Building Notice Acceptance / Regularisation Certification / Reversion Application as described on this form and as detailed on any supplementary documents.

Signature:

On behalf of:

Date:

Insert applicant's name where the declaration is made by an agent

Fee Tendered: £ Validation: Fee Required: £.....

Date Received: Receipt No.: Ward Area:

Important Information

1. **By completing and submitting this form**, 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 **Building Notice**, in accordance with Building Regulation 12 (2) (a) it is your intention to carry out the domestic building work described in Section 3 and 5, of the Building Regulations 2010.
3. 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 the local authority. 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.
4. 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. Please note that a Regularisation application can only be submitted for works commenced after the 11th November 1985.
5. The **Reversion** application is for the consideration of works previously carried out under The Building (Approved Inspector) Regulations 2010 (Amended). The charge is a single payment fee, payable at the time of submitting an application and covers the administrative costs and all appropriate site inspections. Additional charges may apply depending on work in excess of what is initially quoted for i.e. the appointment of any specialist consultant or Tradesperson. Laying open of works may be required for assessment.
6. In all cases, the Council may require the submission of further information to show compliance with the Building Regulations.

Electrical Works

Unless we are notified otherwise it is assumed that all notifiable **domestic** electrical work will be carried out by an electrician registered with a Part P Competent Persons Scheme (CPS) and a formal completion certificate will not be issued until the Council has been notified by the CPS provider that the work has been registered. Should this not be the case the Council must be advised as such, prior to commencement, and further inspections and charges will be applicable.

Fire Consultation

Applicant(s) should be aware that under the terms of The Building Act 1984, Section 15, the Local Authority will as required consult with the Fire and Rescue Service and pass on those details that you submit on your application form for the purposes of determining the Building Regulations application. Without this data collection, we could not process the application. Applicant details are only passed on to the statutory consultee(s). If you have any queries regarding this consultation process please telephone 0116 2888961. Further details regarding information rights are available on the Information Commissioner's Office website at www.ico.org.uk

Sewerage Consultation

Applicant(s) should be aware that under the terms of The Building Regulations 2010, the Local Authority will as required consult with the Sewerage undertaker and pass on those details that you submit on your application form for the purposes of determining the Building Regulations application. Without this data collection, we could not process the application. Applicants details are only passed on to the statutory consultee(s). If you have any queries regarding this consultation process please telephone 0116 2888961. Further details regarding information rights are available on the Information Commissioner's Office website at www.ico.org.uk

For further Information

Our website is: www.oadby-wigston.gov.uk

Address:
Oadby & Wigston Borough Council
Building Control
Council Offices
Station Road
Wigston
Leicestershire
LE18 2DR

Tel: 0116 2888961

Email: buildingcontrol@oadby-wigston.gov.uk

Data Protection statement

The Council will process and store your data in accordance with the Data Protection Act 2018 and within the General Data Protection Regulations 2018.

The personal data provided within this form will be used for the purpose of this request and we will not use the data for any other purpose. We may, where necessary, share your data with another department or with a third party organisation for the purpose of providing you with the service that has been requested. Full details of whom and where we may send data can be found on the departments privacy notice. These are available for inspection at: www.oadby-wigston.gov.uk/pages/privacy