

BUILDING REGULATIONS APPLICATION FORM



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)

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 Principle 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

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)

Use of each storey

Number of storeys including basements

Building height

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 Fees

Estimated cost of work Floor area Previously quoted

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.

Date Position

I declare that the information on this application is correct

Signature

8 Owner's Statement of Consent

Name Date

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.

Guidance Notes for submitting an application to Burnley Building Control

The issue of the Building Regulation approval does not operate as an approval for the purpose of any other statutory provision e.g. Party Wall Act, Health & Safety at Works Act etc.

The Full Plans application will be cancelled three years after submission to the local authority unless the work has been commenced before the expiry of that period.

THE PARTY WALL ETC. ACT 1996

If you intend to carry out building work which involves:

- work on an existing wall shared with another property
- building on the boundary with a neighbouring property
- excavating near a neighbouring building

The Party Wall Act may apply and you should notify all affected neighbours. Further information on Party Wall matters is available from the Department for Communities & Local Government website:

www.communities.gov.uk/publications/planningandbuilding/partywall

DATA PROTECTION ACT 1998

The information given on this form will be used for the purposes of the Building Regulation application and will be made available to other Council services to allow the authority to provide "joined up" service provision including enforcement. It will also be made available to other external organisations that have a statutory interest in the information, e.g. Valuation Office, Lancashire Fire and Rescue (if relevant), United Utilities, and any organisation appointed by the Council to assist in the Building Regulation process, e.g. external plan checkers, consultant engineers. This data is under the control of the Local Authority and if you wish to know what personal data is being held about you please contact: Information Governance Officer, Town Hall, Burnley

Paper records will be held for a period of approximately 3 years from the date of deposit or submission, and then digitally scanned and the paper file destroyed (subject to a change in retention policy). Computer records will be kept for a minimum 15 years.