



Building Regulation Application Form

Plan number (Office use)

Please return **one completed copy** of the form to building control together with **two copies** of any plans, construction notes and calculations if applicable. The application must also be accompanied by the relevant fee in order to be registered. All fees are now bespoke for each development and a **fee quote** should be obtained prior to submitting your application.

Please see the application form guidance notes to help you fill in the form. (Print in block capitals)

1. Application type

What method of application are you using for your Building Regulation Application? (Please tick)

- Full Plans**
- Building Notice** (You **cannot** submit a Building Notice if the proposed work is over or close to a public sewer, is of a commercial nature, involves the construction of a new building fronting onto a private street or relates to the communal areas of flats.)
- Regularisation** (Applies to all building types, but only to any unauthorised works carried out on or after 11 November 1985 Works carried out before 11 November 1985 cannot be dealt with)
- Partnership**

2. Applicants details

Name
.....

Address
.....

Postcode

Telephone Mobile

E-mail

Please tick if you wish to receive correspondence via email

3. Agents

(All correspondence will go to your agent, leave blank if not required)

Name
.....

Address
.....

Postcode

Telephone Mobile

E-mail

Please tick if you wish to receive correspondence via email

4. Location of property or site to which the work relates.

Address
.....

Postcode

5. Description of work

6. Structural engineer

Have you consulted with a structural engineer?

Yes

No

If yes, are the calculations enclosed?

Yes

To follow

7. Works carried out

When is the work due to commence or for a regularisation when did it start? Date

Have you applied for Planning Consent?

No

Yes

Ref. No

8. Conditions (Full Plans applications only)

Do you agree to the plans being passed subject to conditions?
(If conditional more details may be required to establish compliance)

Yes

No

Do you agree to checking of the plans being extended to two months if required?

Yes

No

9. Fees

Is the proposed work for the benefit of a registered disabled person?
If yes, please provide evidence or documentation.

Yes

No

What is the floor area of any new build, extensions or loft conversions?

M²

What is the estimated cost of works? (As would be charged by a builder). £

Amount of fee to accompany this application. £

Paid

To follow

10. Statement

This application is made in accordance with the Building Act 1984 and The Building (Local Authority Charges)

- An inspection fee is usually payable after the first inspection for Full Plans applications.
- A further fee may be payable if additional inspections are carried out beyond those stated in the **Inspection Service Plan** or if further checking is required by the Structural Engineer.
- I am required to notify Building Control at the stages set out in the **Inspection Service Plan**.

Signature

Print name

Date

For new buildings only (excluding extensions). Under Regulation 25A, before starting construction an overall assessment of the feasibility of using alternative energy systems should have been considered. Please confirm that an analysis of such systems has been undertaken, documented and is available if required by completing the suggested **pro-forma** statement.

Please sign below as a notice of confirmation

Find out where to submit your form by visiting

www.dorsetcouncil.gov.uk/planning-buildings-land/building-control/contacts/building-control-contacts

We will use your personal information to provide you with the service which you or someone acting on your behalf has asked us to provide. We will also use your personal details for purposes of crime prevention and crime detection and will, if asked, share it with other public bodies for that purpose. The full statement about how we will use your personal details can be seen at www.dorsetforyou.com/dataprotection or you can get a copy by contacting us.