

St Albans City and District Council and Watford Borough Council, Town Hall, Hempstead Road, Watford
Email: stalbansbuildingcontrol@watford.gov.uk

Building Regulations Application for Building Control Approval with Full Plans (England)

The Building Act 1984, The Building Safety Act 2022, The Building Regulations 2010, The Higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023.

1 Applicant details

Name _____

Address (incl postcode) _____

Phone _____ Email _____

2 Client details (where different from the applicant)

Name _____

Address (incl postcode) _____

Phone _____ Email _____

3 Principal contractor/Sole contractor details (where known)

Name _____

Address (incl postcode) _____

Phone _____ Email _____

4 Principal designer/Sole or Lead designer details

Name _____

Address (incl postcode) _____

Phone _____ Email _____

5 Structural Engineer's details

Not using a chartered engineer to provide structural details may delay the plan checking process.

Name _____

Membership Number _____

Professional Body (ICE/ISE) _____

Grade (Member / Assoc / Grad) _____

6 Regulatory Reform (Fire Safety) Order 2005 (as amended)

Is the building a building to which the [Regulatory Reform \(Fire Safety Order 2005\)](#) applies or will apply after completion of the building work*?

Yes / No *select appropriate

7 Location of site to which the building work relates

Address of site (including postcode)

8 Planning Consent and Optional Requirements

Has Planning Consent or Lawful Development been applied for or granted for the proposed work? **Yes / No** *select appropriate

If "yes", please provide the Planning Reference Number:

- 9 Extension of statutory period**
Do you agree to an extension of time from the statutory 5-week period?
Yes / No *select appropriate

10 Existing buildings (append additional information where necessary)

Where applicable, provide a description of the existing building, including:

- (i) details of the current use of the building, including the current use of each storey
- (ii) the height of the building
- (iii) the number of storeys in the building as determined in accordance with [Regulation 6 of the Higher-Risk Buildings \(Descriptions and Supplementary Provisions\) Regulations 2023](#)

11 Proposed works (append additional information where necessary)

Provide a description of the proposed work, including:

- (i) details of the intended use of the building, including the intended use of each storey
- (ii) the height of the building after the proposed work
- (iii) the number of storeys in the building after the proposed work as determined in accordance with [Regulation 6 of the Higher-Risk Buildings \(Descriptions and Supplementary Provisions\) Regulations 2023](#)
- (iv) the provision to be made for the drainage of the building
- (v) where paragraph [H4 of Schedule 1](#) imposes a requirement, the precautions to be taken in the building over a drain, sewer or disposal main to comply with the requirements of that paragraph
- (vi) the steps to be taken to comply with any local enactment that applies

12 Commencement (append additional information where necessary)

State the date when it is proposed the work will reach the point when it is to be regarded as commenced in accordance with [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, state the details of the work which the client considers amounts to 15% of the proposed work

13 Granting of an application for building control approval with full plans subject to requirements

Do you consent to the application for building control approval with full plans being granted with requirements*?

Yes / No *select appropriate

Requirements are modifications that the local authority may specify must be made in the full plans, or further plans as the authority may specify must be provided before work to which those plans relate starts.

15 Declaration

This application for building control approval with full plans is in relation to the building work etc., as described above. It is submitted in accordance with [Regulation 12\(2\)\(b\)](#) 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 building control approval with full plans as described on this form and as detailed on any supplementary documents

Signature of applicant (where the applicant is not the client)

_____ **Date:** _____

I, the client, confirm I agree to the application being made and that the information contained in the application is correct.

Signature of client (where the client is not the applicant):

_____ **Date:** _____

The application for building control approval with full plans to inform the local authority of building work etc., is restricted to certain building types. Additional information will also be required to accompany your application for building control approval with full plans, depending upon the work proposed. Further information can be found in the attached notes and checklist. This form cannot be used for building control approval applications for higher-risk building work or stage of higher-risk building work or for work to existing higher-risk buildings. Applications for building work to higher-risk buildings can be made [here](#). Form created in October 2023.