



Full Plan Submission

May 2012

The Building Act 1984
The Building Regulations 2010 (as amended 2012)

Building Regulations Plan Number:



1 Applicant's details (see note 1 overleaf) Please print details in block capitals

Surname: _____ Forename(s) _____

Address: _____

Postcode: _____ Tel: _____ Fax: _____

E. Mail Address: _____

2 Agent's details (if applicable) Please print details in block capitals

Name: _____

Address: _____

Postcode: _____ Tel: _____ Fax: _____

E. Mail Address: _____

3 Location of building to which work relates

Address: _____

Postcode: _____ Tel: _____ Fax: _____

4 Proposed work (see note 10)

Description: _____

Is the proposed work or any part of it subject to the LABC Partner Authority Scheme or LABC Registered Details YES/NO _____

5 Use of building

1 If new building or extension please state proposed use: _____

2 If existing building state present use: _____

3 Is the building to be put, or intended to be put, to a use which is designated for the purpose of The Regulatory Reform (Fire Safety) Order 2005. YES/NO _____

4. Which document has been used to determine satisfactory means of escape (see note 9) _____

5. Is this work improvement grant aided. YES/NO _____

6 Conditions (see note 5)

Do you consent to the plans being passed subject to conditions where appropriate? YES/NO _____

7 Charges (see note 3)

1 If Category 1 work please state number of dwellings and types – Total..... No. of Types.....

2 If Category 2 work please state floor area: _____ m²

3 If Category 3 work please state the estimated cost of work excluding VAT: £ _____

Plan Charge: £ _____ plus VAT: £ _____ Total: £ _____

8 Additional information

9 Statement to be completed by the owner ie applicant

This notice is given in relation to the building work as described, is submitted in accordance with Regulation 12 (2a)(b) and is accompanied by the appropriate charge. I understand that further charges will be payable following the first inspection by the local authority, and that I will be responsible for payment of these. The invoice will be issued to the person whose signature appears on this statement. Cheques to be made payable to 'Sunderland City Council'.

Surname: _____ Forename(s): _____ Signature _____ Date: _____

Address: _____

Please note: If you do not wish to receive any promotional material please tick box: **Cheques to be made payable to 'Sunderland City Council'**

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share the information with other bodies responsible for auditing or administering public funds for these purposes.

FOR OFFICE USE ONLY		
Fee Submitted £	Receipt No.	Fee Required £
Date	Issued Attached	Date





Building Control, Office of the Chief Executive,
PO Box 102, Civic Centre, Sunderland SR2 7DN

Telephone 0191 561 1550 Fax 0191 514 5099
E-mail: buildingcontrol@sunderland.gov.uk

Notes

1 The applicant is the person on whose behalf the work is being carried out, eg the building's owner.

2 One copy of this notice should be completed and submitted with plans and particulars in duplicate in accordance with the provision of building regulations 14.

A site plan drawn to scale of not less than 1:1250 showing the boundary of the property edged in red, with street names and numbers.

A third set is required where an improvement grant is involved.

Where Part B (Fire Safety) imposes a requirement in relation to proposed building work, two further copies of plans which demonstrate compliance with the requirements should be deposited.

3 Subject to certain exceptions a Full Plans Submission attracts charges payable by the person by whom or on whose behalf the work is to be carried out. Charges are payable in two stages. The first charge must accompany the deposit of plans and the second charge is payable after the first site inspection of work in progress. This second charge is a single payment in respect of each individual building, to cover all site visits and consultations which may be necessary until the work is satisfactorily completed.

Category 1 prescribes the plan and inspection charges payable for new build dwellings. Category 2 prescribes the charges payable for small alterations and extensions to a dwelling house, and the addition of a small garage or carport. Category 3 prescribes the charges payable for all other cases.

4 Subject to certain provisions of the Public Health Act 1936 owners and occupiers of premises are entitled to have their private foul and surface water drains and sewers connected to the public sewers, where available. Special arrangements apply to trade effluent discharge. Persons wishing to make such connections must give not less than 21 days notice to the appropriate authority.

5 Section 16 of the Building Act 1984 provides for the passing of plans subject to conditions. The conditions may specify modifications to the deposited plans and/or that further plans shall be deposited.

6 These notes are for general guidance only, particulars regarding the deposit of plans are contained in Regulation 14 of the Building Regulations 2010 (as amended 2012) and in respect of charges, in The Building (Local Authority Charges) Regulations 2010.

7 Persons proposing to carry out building work or make a material change of use of a building are reminded that permission may be required under the Town and Country Planning Acts.

8 Further information and advice concerning the Building Regulations and planning matters may be obtained from your local authority.

9 A statement shall be given by the applicant or agent as to which Code/British Standard or Guidance has been used to effect satisfactory means of escape from the building.

10 LABC Services provides a Partner Authority Scheme and also National Type Approval for a range of building types, building systems and major building elements where they are used repeatedly. If this proposal is to use the Partnering scheme please answer YES and provide further details, including name of the Partner Authority, in section 8. If the work proposed or any part of it is subject to a LABC Registered Details approval please answer YES and enclose a copy of the appropriate current certificate(s). If there is any variation in this proposal from that shown on the LABC Registered Details approved plans attention should be drawn to it in a covering letter. Further information on LABC Registered Details is available from this office.

11 If works are not commenced within three years of submitting plans, the Authority may declare that the deposit of plans is of no effect under the provision of the Building Act 1954, Section 32.

NOTE: The declaration overleaf must be completed and signed before this application will be processed.

