



Borough of Pendle
 Building Control Section
 Town Hall Market Street
 Nelson BB9 7LG
 Tel: 01282 661727
 E-mail:
 building.control@pendle.gov.uk

Plan No: **OFFICE USE**

 Receipt Number:

FULL PLANS APPLICATION Building Act 1984
The Building Regulations

Please use block capitals. Incomplete applications cannot be processed.

1 Applicant's details
 Name
 Address Postcode:
 Tel E-mail

2 Agent's details (if applicable)
 Name
 Address Postcode:
 Tel E-mail

3 Location of building to which work relates
 Address Postcode:

4 Proposed work
 Description

5 Use of building
 Existing use
 Proposed use

6 Building Regulation Charges Details (see note 2 overleaf)

If new dwellings are to be erected; no. of dwellings No. of dwelling types
 If an extension is to be erected; area of the extension(s) in m²:

Plan Charge: £ VAT: Total:
 Inspection Charge: £ VAT: Total:

7 If the fee is determined by the cost of work please indicate the estimated cost of work. Please note work over £100,000 is individually determined and will be calculated by considering a number of factors.
 An estimate is an "estimate" of a reasonable amount as would be charged for the building work shown on the plans by a person in business to carry out building work, excluding VAT.

Estimated cost £

FULL PLANS APPLICATION CONTINUED

8	Conditions (see note 5) Do you consent to the plans being passed subject to conditions if appropriate?	YES <input type="checkbox"/> NO <input type="checkbox"/>
9	Extension of time Do you agree to an extension of time if matters cannot be resolved within the five week period?	YES <input type="checkbox"/> NO <input type="checkbox"/>
10	Minor amendments to the plans Do you agree to us making minor amendments to the plans on your behalf? This may assist us in processing the Approval.	YES <input type="checkbox"/> NO <input type="checkbox"/>
11	Town and Country Planning Acts (see note 7) Do the submitted plans correspond with the terms of any Planning Permission granted or Planning Permission currently applied for? Planning Application No. (if known) <input type="text"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
12	Fire Precautions (see note 1) Is the building intended to be a place where people are employed? (i.e. a workplace); or in the case of domestic residential properties, such as flats are proposed common areas (lobbies circulation spaces, etc) proposed? If yes please provide an additional copy of the plans for consulting with the Fire Service	YES <input type="checkbox"/> NO <input type="checkbox"/>
13	Statement (see note 2) This notice is given in relation to the building work as described, is submitted in accordance with Regulation 12(2)(b) and is accompanied by the appropriate fee. I understand that further fees may be payable following the first inspection by the local authority. Name <input type="text"/> Signature <input type="text"/> Date <input type="text"/>	

NOTES

- One copy of this form should be completed and submitted with two copies of the plans and particulars. Should the work relate to a designated building under the Regulatory Reform Act 2005 which includes most building including houses in multiple occupation and the common areas of flats but excludes single family dwelling-houses, an additional copy of the plans are required.
- 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. Generally, charges are payable in two stages. The first payment must accompany the deposit of the plans and the second is payable after the first site inspection of work in progress.
- The 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.
- The appropriate charge is dependent upon the type of work proposed. The Level of Charges and methods of calculation are set out in the Explanatory Note and fee sheets. The charge is based on the use of competent plan-drawers, builders and electricians etc. If competent persons are not employed supplementary charges may be made for our additional input.
- 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.
- These notes are for general guidance only. Particulars regarding the deposit of plans are contained in Regulation 14 of the Building Regulations and, in respect of charges, in the relevant Council's Building Control Charges Scheme, made in accordance with the requirements of the Building (Local Authority Charges) Regulations 2010.
- Persons proposing to carry out 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.
- Further information and advice concerning the Building Regulations and Planning matters may be obtained from the Contact Centre, Market Street, Nelson.

