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Full plans notes and checklist

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Reference	Is an application for building control approval with full plans suitable?	Regulation	Is this applicable? Yes or No
1	Is the building work etc., in relation to higher-risk building work? An application for building control approval with full plans cannot be granted by the local authority in such circumstances. Applications for building work to higher-risk buildings can be made here .	2B	
2	Is there any building work involved to which Part P of Schedule 1 imposes a requirement and this work does not consist of: <ul style="list-style-type: none"> • the installation of a new circuit • the replacement of a consumer unit, or • any addition or alteration to existing circuits in a special location Building work to which Part P of Schedule 1 imposes a requirement and does not consist of the above does not require an application for building control approval (also refer to Schedule 4). Note also, for work that does consist of the above, this work can be carried out by a competent person described in Column 2 of Schedule 3 .	12(6A)	
3	Has any part of the work described in an initial notice been carried out and the initial notice has ceased to be in force? If so, Regulation 19 of the Building (Approved Inspectors etc) Regulations 2010 (local authority powers in relation to partly completed work) applies. Compliance should be with the requirements of that regulation and an application for building control approval with full plans is not appropriate.	12(7)	
	If the response to all the questions is 'no' then the giving of an application for building control approval with full plans is appropriate for the proposed work. Where the response is 'yes' for row 1, an application should be made to the Building Safety Regulator. Where the response is 'yes' to any other row, an application for building control approval with full plans is not necessary for the work. For work in relation to row 3, please contact the local authority team for your area.		
	Is additional information required	Regulation	Included or not applicable
4	In the case of a new dwelling either of the following should be provided: <ul style="list-style-type: none"> • a statement should be included informing local authority building control whether or not any optional requirement applies to the building work, and if so which, or: • a statement that planning permission has not yet been granted for the work should be given, and that the information required above will be supplied before the end of a period 	13(1)(d) 14(4)	

	of twenty-eight days beginning on the day after that permission is granted.		
5	<p>In the case of the erection of a dwelling, or a building that is to contain one or more dwellings, an application for building control approval with full plans shall be accompanied by:</p> <p>(a) particulars of any public electroniccommunications network in relation to which a connection is to be provided</p> <p>(b) if an exemption in Regulation 44ZB is proposed to be relied on, evidence in support of the exemption</p> <p>(c) if Regulation 44ZC is proposed to be relied on:</p> <p>(i) evidence of the matters mentioned in Regulation 44ZC(6)(a) and (b), and</p> <p>(ii) if paragraph RA1(1)(c)(i) or of Schedule 1 is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabit-capable public electroniccommunications network (as defined by Regulation 44C) is likely to be installed, in a location relevant for the purposes of paragraph RA(1)(c), within the period of 2 years beginning with the day on which the application is given.</p>	13(2A) 14(4)	

Further Information	Regulation
<p>An application for building control approval with full plans must be accompanied by:</p> <ul style="list-style-type: none"> two copies of the full plans, or where Part B of Schedule 1 (fire safety) imposes a requirement in relation to proposed building work, four copies of the full plans (this does not apply where the proposed building work relates only to the erection, extension or material alteration of a dwelling-house or flat). 	14(2)(a) 14(4)
<p>Plans are only full plans if they consist of:</p> <ul style="list-style-type: none"> a description of the proposed building work, renovation or replacement of a thermal element, change to the building's energy status or material change of use the plans, particulars and statements required by paragraphs (1), (1A) and (2) of Regulation 13 where paragraph H4 of Schedule 1 imposes a requirement, particulars of the precautions to be taken in building over a drain, sewer or disposal main to comply with the requirements of that paragraph and any other plans which are necessary to show that the 	14(3)
<p>The local authority must notify the applicant of the outcome of the application within five weeks beginning with the date the application is received by the local authority, or within such longer period as at any time the authority and the applicant agree in writing. If you wish to extend the period of time that the local authority has to notify of the outcome of the application, you can include this request with the application for building control approval with full plans for the local authority to consider.</p>	14A(6)
<p>Applicants should be aware that the Local Authority will as required consult with statutory bodies and pass on those details that you submit on your application form for the purposes of granting the Building Regulations application. Without this data collection, we could not process the application. Applicant details are only passed on to the necessary statutory consultees. If you have any queries regarding this consultation process, please contact us. Further details regarding information rights are available on the Information Commissioner's Office website</p>	15 15A
<p>This document provides information for some of the more common building work scenarios. Reference should always be made to the Building Regulations 2010 (as amended) for full details.</p>	

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