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Applications

Last Modified November 30, 2023



High risk buildings applications

From 1 October 2023 any building control applications for buildings that meet the [high risk building definition](#) can only be submitted directly to the Building Safety Regulator.

See [Managing building control approval applications for higher-risk buildings](#) for guidance on making an application to the Building Safety Regulator

For more information on this change visit [Health and Safety Executive: Building Safety Regulator](#).

Types of applications

There are 2 basic types of application:

- Full plans
- Building notice

Both of these systems have advantages depending on the type of scheme you are proposing.

There are also regularisation applications. The main differences are outlined on our application form and fees pages below.

All applications can now be submitted online to building control using the [Planning Portal](#). Using this online service provides a range of benefits including:

- Working on applications in draft before submission
- Immediate delivery, acknowledgement and online record of completed applications
- Savings on postage and printing costs
- Online help function and telephone support line for completing applications

All building control applications that have been submitted Blackpool Council can be [viewed online](#).

Application forms and fees

We are required to charge a fee for building regulation applications in accordance with the fee charging guidelines laid down by the Department for Communities and Local Government.

- [Building control fee schedule](#)
- [General guidance notes for building regulations applications](#)
- [Full plans application form, guidance and online submission](#)
- [Building notice application form, guidance and online submission](#)
- [Regularisation certificate form and guidance](#)
- [Reversion application form to download](#) or [online submission](#)
- [Partner authority application form, guidance and online submission](#)
- [Notification of change of dutyholder \(England\) Form](#)
- [Notice of completion by a person carrying out building work \(England\) Form](#)

Exemptions

Where work is to provide access and facilities in a building which is for the sole benefit of a disabled person/s, no fee will be required for these works.

If you are unsure of your fee for larger projects, please contact the [building control team](#) for a individual charge quote.

Paying your fees

Fees can be paid by any of the following methods:

- [Online](#)
- Cheque - made payable to Blackpool Council
- Card payment - telephone 01253 476219 to pay by phone

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Blackpool Council

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