

BUILDING REGULATIONS APPLICATION FORM

The Building Act 1984
The Building Regulations 2010

Building Control, London Borough of Camden, 5 Pancras Square, London, N1C 4AG

Telephone: 020 7974 4444

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Textphone: 020 7974 6866

URL: www.camden.gov.uk/buildingcontrol

Please read 'Important Information' overleaf, refer to our guidance notes or contact the office:

1	Please tick box for the application type being submitted:			
	Building Notice ¹ <input type="checkbox"/>	Full Plans ² <input type="checkbox"/>	Regularization ³ <input type="checkbox"/>	Reversion ⁴ <input type="checkbox"/>
	Partnership Application:	Plan Checking Only ⁵ <input type="checkbox"/>	Plan Checking and Inspections ⁶ <input type="checkbox"/>	
2	Owner's details			Invoice for Deposit of Plans / Partnership inspection fee: ⁷ <input type="checkbox"/>
	Company name (if applicable):			
	Name:			
	Address:			
	Tel:		Fax:	Mobile:
Email address:				
3	Applicant/Agent (if different from Owner)			Invoice for Deposit of Plans / Partnership inspection fee: <input type="checkbox"/>
	Company name (if applicable):			
	Name:			
	Address:			
	Tel:		Fax:	Mobile:
Email address:				
4	Builder's details (or "as owner"/"as agent"/"TBC")			Invoice for Deposit of Plans / Partnership inspection fee: <input type="checkbox"/>
	Company name (if applicable):			
	Name:			
	Address:			
	Tel:		Fax:	Mobile:
Email address:				
5	Address of building to which work relates		No of storeys of building	
6	Proposed/completed works			
Date of commencement of work (if known)				
Town and Country Planning permission reference (if known)				

¹ Not to be used for commercial premises or works already complete

² Use when there is a need to obtain a plan decision before works commence

³ Use for works that have been completed before application made (zero rated VAT)

⁴ Use when an initial notice from a corporate approved inspector has ceased to be in force and the application is to revert to the local authority (zero rated VAT)

⁵ Use where site is located outside 'home' borough and Camden is doing plan checking

⁶ Use where site is located outside 'home' borough and Camden is doing plan checking and inspections

⁷ OWNER WILL BE INVOICED IF NO PARTY IS SELECTED

7	New build dwellings and newly created dwellings ONLY	
	Do you have planning permission?	<input type="checkbox"/> NO <input type="checkbox"/> / YES Ref:
	Have planning specified any optional requirements?	<input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> WAITING PERMISSION
	Please specify the number of units required under the following categories:	
	Part M4 (2) Accessible and Adaptable Dwellings	
	Part M4 (3) Wheelchair user Dwellings	(2)(a) Adaptable (2)(b) Accessible
	Please specify how many litres is the requirement for Part G Water Efficiency: <input type="checkbox"/> 110 litres / <input type="checkbox"/> n/a	
Please note the above information is necessary to progress your application if you do not yet have planning permission this must be provided within 28 days of that consent.		
8	Use of building (e.g. commercial, residential, educational, medical, institutional, others)	
	If existing building, please state present use	
	If new building or extension, please state proposed use	
9	Information for Building Control charges	
	Domestic extension(s). Floor area	Domestic loft conversion. Floor area
	Underpinning, total length in meters (up to 10M)	
	Estimated cost of works other than above (Excl. VAT):	
	£	
10	Statement	
	This notice is given in relation to the building work described above, and in accordance with regulation 12/19.	
	Signature of person giving notice:	
	Print Name:	Date:
To receive correspondence by email tick box: <input type="checkbox"/>		To be added to the BC mailing list tick box: <input type="checkbox"/>

Important Information:

1. **By completing this form**, you are giving notice of your intention to carry out building work and deposit the attached drawings and other documents as required by the building regulations
2. In the case of a **Building Notice Application**, in accordance with Building Regulation 12 (2) (a) it is your intention to carry out the domestic building work described in Section 3 and 5, of the Building Regulations 2010
3. In the case of a **Full Plans Application**, this notice is being given in relation to the building work as described, and is being submitted in accordance with Regulation 12 (2)(b) and is accompanied by the appropriate charge. Please understand that further charges (Inspection Charges) will normally be payable following the first inspection by the local authority. By completing and signing this form, the Council accepts that you have consented to the time period for consideration of the application being **extended to two months** and that, if appropriate you wish the application to be passed with conditions
4. In the case of a **Regularization Application**, this notice, given in relation to the work described, is submitted in accordance with Regulation 18 and is accompanied by the appropriate charge (and plans where applicable). Please understand that the local authority may require you to take such reasonable steps (e.g. opening up of unauthorised work for inspection, making tests and taking samples) as appropriate, to establish compliance or otherwise
5. A **Reversion Application** under Regulation 19 of the Approved Inspector Regulations. This type of application is to be used in respect of the Building Regulations 2010 where an Initial Notice from a Corporate Approved inspector has ceased to be in force and the application is to revert back to the Local Authority. The Reversion fee is the same as the Regularisation fee found on schedule 2 and 3 of our standards fee charges, VAT is not payable. Depending on the complexity of the work it is possible that on completion further charges will be requested
6. **In the event that the 'applicant' cancels or withdraws the application after it has been registered it will be subject to a minimum administration charge of £60 (£50 + £10 VAT, no VAT is applied on jobs that are exempt of VAT)**
7. In all cases, the Council may require the submission of further information to show compliance with the Building Regulations