

Building control full plans application form

The Building Act 1984, The Building Safety Act 2022, The Building Regulations 2010, The Higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023.

1 Applicant details

Name	
Address (including postcode)	
Phone	
Email	

2 Client details (where different from the applicant)

Name	
Address (including postcode)	
Phone	
Email	

3 Principal or sole contractor details (where known)

Name	
Address (including postcode)	
Phone	
Email	

4 Principal, sole or lead designer details

Name	
Address (including postcode)	
Phone	
Email	

5 Regulatory Reform (Fire Safety) Order 2005 (as amended)

Is the building a building to which the Regulatory Reform (Fire Safety) Order 2005 applies or will apply after completion of the building work?	Yes	No
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6 Location of site to which the building work relates

Address (including postcode)	
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7 Existing buildings (append additional information where necessary)

Where applicable, provide a description of the existing building, including:

- details of the current use of the building, including the current use of each storey
- the height of the building
- the number of storeys in the building as determined in accordance with [Regulation 6 of the Higher-Risk Buildings \(Descriptions and Supplementary Provisions\) Regulations 2023](#)

Description	
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8 Proposed works

Provide a description of the proposed work, including:

- details of the intended use of the building, including the intended use of each storey
- the height of the building after the proposed work
- the number of storeys in the building after the proposed work as determined in accordance with [Regulation 6 of the Higher-Risk Buildings \(Descriptions and Supplementary Provisions\) Regulations 2023](#)
- the provision to be made for the drainage of the building
- where paragraph [H4 of Schedule 1](#) imposes a requirement, the precautions to be taken in the building over a drain, sewer or disposal main to comply with the requirements of that paragraph
- the steps to be taken to comply with any local enactment that applies

Description	
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9 Commencement (append additional information where necessary)

State the date when it is proposed the work will reach the point when it is to be regarded as commenced in accordance with [Regulation 46A](#) (lapse of building control approval, commencement of work) or where the work does not consist of work to which paragraph (2) or (3) of [Regulation 46A](#) applies, state the details of the work which the client considers amounts to 15% of the proposed work.

Description	
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10 Granting of an application of building control approval with full plans subject to requirements

Do you consent to the application for building control approval with full plans being granted with requirements?	Yes	No
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Requirements are modifications that the local authority may specify must be made in the full plans, or further plans as the authority may specify must be provided before work to which those plans relate starts.

11 Relevant period

Do you consent to the statutory period being extended 3 weeks if necessary?	Yes	No
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12 Declaration

This application for building control approval with full plans is in relation to the building work as described above. It is submitted in accordance with [Regulation 12\(2\)\(a\)](#) and is accompanied by the appropriate charge.

I understand that further applicable charges (such as inspection fees) may become payable by the building owner following the first inspection undertaken by the local authority.

I / we apply for building control approval with full plans as described on this form and as detailed on any supplementary documents.

Signature of applicant (where the applicant is not the client)	
Date	

I, the client, confirm I agree to the application being made and that the information contained in the application is correct.

Signature of client (where the client is not the applicant)	
Date	

The application for building control approval with full plans to inform the local authority of building work is restricted to certain building types. Additional information will also be required to accompany your application for building control approval with full plans, depending upon the work proposed.

Contact

Building Control

Harlow Council

Civic Centre

The Water Gardens

Harlow

CM20 1WG

building.control@harlow.gov.uk

<https://www.harlow.gov.uk/planning-and-building-control/building-control>

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