

MAKING A BUILDING REGULATIONS APPLICATION

A Building Regulations application can be made in one of two ways, a Full Plans or Building Notice submission. The following points are common to both types of application;

- Work on site may begin two days after the application is made. In both cases this would be at your own risk if details of the works are not agreed in advance.
- If the work is not commenced within 3 years of the date of the application the submission will be deemed of no effect and such works carried out subsequently will require a new application.
- A completion certificate will be issued once the works are satisfactorily complete.

The types of application are best suited to different types of work, and there are merits with each approach. The following should be considered in making a choice;

Full plans application

- Best option for new buildings, extensions, conversions and major alterations.
- Mandatory for most commercial work and where building within 3m of a sewer.
- Provides a means of gaining approval to the proposed design with the issue of a formal Approval Notice. Given the complexity of Building Regulations an assessment of the proposals in advance is highly recommended.
- Where work on site follows a set of approved plans it is more likely to be done correctly.
- Approved plans will enable more a reliable quote to be provided by the builder.
- Formal approval of works is often required by lending institutions before releasing funds for the works and the Approval Notice serves this purpose.
- Full detailed plans and specifications for the works will need to be submitted with the application.
- Only the plan charge will need to be submitted with the application, the inspection charge being invoiced after the first inspection.

Building notice application

- Best suited for very simple, straightforward work (e.g. window replacement, drainage works).
- No formal approval of the works is given.
- Requires a detailed understanding of the technical requirements of the Building Regulations by the owner and/or builder in relation to the proposed works.
- Detailed plans may still be required for parts of the work to assess compliance with the regulations.
- Payment of the total fee will need to be made with the application.

If you require any further guidance in making an application please visit our website on www.buildingcontrolmk.com or call us on 01908 252403