# FULL PLANS NOTICE

**RUSHMOOR BOROUGH COUNCIL BUILDING CONTROL**
**Council Offices, Farnborough Road, Farnborough,Hampshire, GU14 7JU**
**Telephone: 01252 398715 email: buildingcontrol@rushmoor.gov.uk**

FOR OFFICE USE

Receipt No.

**I give below information as required by Regulation 12(2)(b)**

1 **Name of Owner/ Developer** _____

**Address** _____

_____

**Post Code** _____ **Tel. No.** _____

1a **Name of Agent (if any)** _____

**Address** _____

_____

**Post Code** _____ **Tel. No.** _____

1b **Name of Partner Authority (if applicable)** _____

2 **Location/Site of Building** _____

3 **Description of Proposed Work/Change of Use** _____

_____

4 **Use of Building**

1 If new building or extension please state proposed use:
2 If existing building state present use:
3 Is the building to be put ,or intended to be put, to a use which is designated for the purpose of the Regulatory Reform (Fire Safety) Order 2005 YES/NO

5 **Extension of Time:** Do you agree to an extension of time if that is required by the Council? YES/NO

6 **Conditional Approval**
If the circumstances permit, do you wish the Council to issue a Conditional Approval? YES/NO

7 **Domestic Electrical Work**
(to be completed for all domestic applications that include electrical work)
Will a competent electrician, who is registered with a Part P self-certifying scheme, carry out the electrical installation? YES/NO
If **YES**, please supply the Trade Association (eg. NICEIC etc) Reg Number
(If **NO**, see note overleaf)

8 **FEES** – VAT will be charged (where applicable) at the standard rate

a **Standard Charges** **TABLE A** Please state number of dwellings _____
**TABLE B - E** Please state floor area _____$m^2$ and/or estimate of cost of works **£**____

b **Individually Determined Fees**
Please state floor area _____ $m^2$ ,estimate of cost of work **£** _____

Duration of project _____ months

Plan Fee Net **£**_____ plus VAT(where applicable) **£**_____ Total **£** _____

**Name and Address of person to be invoiced for inspection fee:** _____

_____

9 Please state plan number of any application previously rejected _____

10 Please provide 2 copies of all relevant plans for domestic applications and 4 copies for non–domestic applications

11 Completion Certificate: Do you require a competion certificate following satisfactory completion of the building work? YES/NO

12 Statement: This notice is given in relation to the building work as described is submitted in accordance with Regulation 12 (2) (B) and is accompanied by the appropriate fee.
I understand that further fees will be payable following the first inspection by the local authority

**Name** _____ **Signature** _____ **Date** _____

**FEES**
The Building (Local Authority Charges) Regulations 2010 require a fee to be paid with a Building Regulation application.
The amount depends on the type of development and is explained in "Notes for Guidance" issued by the Council.
Cheques and Postal Orders should be made payable to **RUSHMOOR BOROUGH COUNCIL**.

Further details are available on request from the Building Control Section of the Planning Services.
The Councils VAT number is 212-5333-10.
Your proposals may be affected by other Acts of Legislation and if you are in any doubt please contact Building Control on 01252 398715

Notes

1 The applicant is the person on whose behalf the work is being carried out, eg. The building's owner.

2 Two copies of this notice should be completed and submitted with plans and particulars in duplicate in accordance with the provisions of Building Regulation 14.

Subject to certain exceptions where Part B (Fire Safety) imposes a requirement in relation to proposed building work, two further copies of plans which demonstrate compliance with the requirements should be deposited.

3 Subject to certain exceptions a Full Plans Submission attracts fees payable by the person who or on whose behalf the work is to be carried out. Fees are payable in two stages. The first fee must acompany the deposit of plans and the second fee is payable after the first site inspection of work in progress. This second fee is a single payment in respect of each individual building, to cover site visits and consulations which may be necessary until the work is satisfactorily completed (Supplementary charges may apply).

There are two methods for establishing the fee, standard charges for common type of work found in Tables A – E on the Guidance Notes on Charges and Individually determind fee for other types of work.

4 Notes relating to Domestic Electrical Work
The Council will require that you provide certification of satisfactory testing and inspection for all work not carried out under the Competent Persons Scheme. This requirement may unfortunately increase the cost of the application and may cause a delay (arranging for another electrician to carry out an inspection and test).

5 Section 16 of the Building Act 1984 provides for the passing of plans subject to conditions. The conditions may specify modifications to the deposited plans and/or that further plans shall be deposited.

6 These notes are for general guidance only, particulars regarding the deposit of plans are contained in Regulation 14 of the Building Regulations 2010 and, in respect of fees, in the Building (Local Authority Charges) Regulations 2010.

7 Persons proposing to carry out building work or make a material change of use of a building are reminded that permission may be required under the Town and Country Planning Acts

8 Further information and advice concerning the building Regulations and Planning matters may be obtained from your Local Authority

**Please note that the information contained on this form will not be treated as confidential and will be available for public inspection. The information may also be computerised, made available on the Council's internet site, and used for statistical purposes (Data Protection Act 1998).**