

Building Regulations
Plan number:

To: Gateshead Council, Building Control,
Regulatory Services, Civic Centre, Gateshead, NE8 1HH
Tel: (0191) 433 3146 Fax: (0191) 433 3340

This form is to be filled in by the person who intends to carry out building work or agent. If the form is unfamiliar, please read the notes which follow or consult Building Control before completing this form

1	Applicant's details (see note 1) Name: _____ Address: _____ Postcode: _____ Tel: _____ Fax: _____ email: _____							
2	Agent's details (if applicable) Name: _____ Address: _____ Postcode: _____ Tel: _____ Fax: _____ email: _____							
3	Location of building to which work relates Address: _____ _____ _____ Postcode: _____							
4	Proposed Work (see note 5) Description: _____ _____ _____							
5	Use of building (see note 6) 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 that is designated for the purpose of the Fire Precautions Act 1971 (see note 6)? YES <input type="checkbox"/> NO <input type="checkbox"/>							
6	Conditions (see note 7) Do you consent to the plans being passed subject to conditions where appropriate? YES <input type="checkbox"/> NO <input type="checkbox"/>							
7	Extension of Time I agree to a 3 week extension of the statutory (5 week) period in which the Council can consider this application YES <input type="checkbox"/> NO <input type="checkbox"/>							
8	Fees <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Plan fee £</td> <td style="width: 30%;">+ VAT at 20%</td> <td style="width: 40%;">Total £</td> </tr> </table> <p>When fees are based on estimated cost of the work, an estimate of the total cost of the work shown on the plans must be provided</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">State the estimated cost of work</td> <td style="width: 10%;">£</td> <td style="width: 10%;">Total floor area of extension</td> <td style="width: 20%;">m²</td> </tr> </table>	Plan fee £	+ VAT at 20%	Total £	State the estimated cost of work	£	Total floor area of extension	m ²
Plan fee £	+ VAT at 20%	Total £						
State the estimated cost of work	£	Total floor area of extension	m ²					
9	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 normally be payable following the first inspection by the local authority. The invoice for this will be sent to the applicant at the address given at the top of this form. Name: _____ Signature: _____ Date: _____							

For office use only:

Fee £

Receipt Ref..... Date Paid:

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 charges payable by the person by whom or on whose behalf the work is to be carried out. Most charges are payable in two stages. The first must accompany the deposit of plans and the second is payable after the first site inspection of work in progress. The second charge is a single payment in respect of the relevant work to cover all site visits and consultations which may be necessary until it is satisfactorily completed.

Further guidance on current charges are available on the council's website www.gateshead.gov.uk or from Building Control at the Civic Centre.

4 Subject to certain provisions of the Public Health Act 1936 owners and occupiers of premises are entitled to have their private foul and surface water drains and sewers connected to the public sewers, where available. Special arrangements apply to trade effluent discharge. Persons wishing to make such connections must give not less than 21 days notice to the appropriate authority.

5 Please give a clear description of your proposal, stating the floor, wall and roof construction, and state what it will be used for. Please give the application number if this proposal has been previously rejected.

the Fire Precautions Act 1971 are:

- Premises within the Fire Precautions (Hotels and Boarding Houses) Order 1972.
- Premises within the Fire Precautions (Factories, Offices, Shops and Railway Premises) Order 1989.
- A workplace defined in Regulation 17(3)(a) of the Fire Precautions (Workplace) Regulations 1997 (as amended) i.e. any premises, not being domestic premises, used for an employers undertaking (N.B. there are exceptions).

7 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.

8 These notes are for general guidance only. Particulars regarding the deposit of plans are contained in Regulation 14 of the Building Regulations 2000 and, in respect of charges, in the Building (Local Authority Charges) Regulations 1998.

9 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.

10 Further information and advice concerning the Building Regulations and planning matters may be obtained from your local authority.

11 Please note the Building Inspection service carried out by Gateshead Building Control is restricted to ensuring that health and safety requirements are satisfied. Should you wish to have a more extensive supervisory service you are advised to employ a suitably qualified person to carry this out on your behalf