BUILDING CONTROL SERVICES
APPLICATION SUBMISSION

Building Act 1984
The Building Regulations 2010

To: Building Control Services, South Kesteven District Council,
Council Offices, St. Peter's Hill, Grantham, Lincs. NG31 6PZ
Tel: (01476) 406080. Fax: (01476) 406010
E-mail: bcontrol@southkesteven.gov.uk

This application is for a- (Please tick one only)	***Full Plans Application***	☐	*please sign section 7 overleaf*
	Building Notice	☐	*please sign section 8 overleaf*
	Regularisation Certificate	☐	*please sign section 9 overleaf*

This form to be filled in by the person who intends to carry out building works, or agent.
Please type or use block capitals in black or blue ink.

1

Applicant's details Name: ……

Address: ……

……

Postcode: ……Tel: …… E-mail: ……

2

Agent's details (if applicable) Name: ……

Address: ……

……

Postcode: ……Tel: …… E-mail: ……

3

Location of the building to which work relates

Address: ……

……

4

Proposed work

Description: ……

- Please enter the date you expect works to start on site (if known) or date work started if submitting an application for a Regularisation Certificate;
- Is the proposed work subject to a partner scheme or a current LANTAC approval. YES/NO

5

Other information

1. Is the building to be put, or intended to be put, to a use which is designated for the purpose of the Fire Precautions Regulatory Reform (Fire Safety) Order 2005 YES/NO
2. Completion certificate: Do you require a completion certificate following satisfactory completion of the building work? YES/NO
3. If existing building State use:
4. If new proposed use:
4. 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, be carrying out the electrical installation? YES/NO

6

Charges (see guidance Note on Charges for information) Estimated Cost £

Charge payable £ VAT £ Total amount enclosed £

Note; *for non standard works outside the standard scale of fees please contact the Building Control Department.*

*Please now complete **either** section **7**, section **8 or** section **9** overleaf -*

Please complete **only one** of the sections below depending on the type of application you are making.

7

Section 7 - This is a Full Plans Application

1. Extension of time If it is not possible to give a determination within the prescribed period do you consent to an extension of time ? YES/NO

2. Conditions
Do you consent to the plans being passed subject to conditions where appropriate YES/NO

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 charges. I understand that further charges will be payable following the first inspection by the Local Authority, unless all charges have been paid at this stage.

Name. Signature. Date.

8

Section 8 – This is a Building Notice Application

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 charges.

Name. Signature. Date.

9

Section 9 – This is for a Regularisation Application

Statement This notice is given in relation to the building work as described that has already been commenced and is submitted in accordance with Regulation 18(2) and is accompanied by the appropriate charges.

Name. Signature. Date.

DATA PROTECTION – please note that information given on this form will be recorded on computer, and is subject to the provisions of the Data Protection Act, and the terms of the Council's registration.

Please make cheques payable to South Kesteven District Council.

Payment by Debit /Credit card can be made by telephoning Building Control on Tel 01476 406187.

This application can be submitted via;

- Email with any plans and details as an attachment to bcontrol@southkesteven.gov.uk

- Post to; Building Control Services,
  South Kesteven District Council
  St Peters Hill
  Grantham
  Lincolnshire
  NG31 6PZ

- Council Offices at Grantham, Stamford, Bourne and Market Deeping.

Alternative formats and languages
To ensure all residents of South Kesteven have access to our information material, our information is available in a range of different languages and formats.

To request a document in a specific language or format, you can ring us or e-mail us
Tel 01476 40 61 28 email; pr@southkesteven.gov.uk