FULL PLANS SUBMISSION

The Building Act 1984 and The Building Regulations 2010

If you need any help with preparing your application, please read the notes with this form or contact the Building Control Office at Solihull

Building Control
Development and Regulatory Management
Solihull MBC, Council House, Manor Square, Solihull, B91 3QB
Tel: 0121-704 8008
Email: buildingcontrol@solihull.gov.uk

Solihull METROPOLITAN BOROUGH COUNCIL

URBS·IN·RURE

Building Regulation Application No

(Office use only)

Please type or use block capitals

1. Applicant's details to be completed in Full *(see note 1)*	**2. Agent's details *(if applicable)***
Name :é é é é é é é é é é é é	Name: . . . . .
Address:	Address: . . . . .
. . . . .	. . . . .
Post code: . . . . . Tel:	Post code: . . . . . Tel: . . . . .
E-mail:	E-mail: . . . . .

3. Address/Location of building to which work relates

4. Description of Proposed work

No of storeys

5. (a) If new building or extension please state proposed use	
(b) If existing building state present use	

6. Conditions *Do* you consent to the plans being passed subject to conditions where appropriate?	☐ YES
7. Extension of Time Do you agree to an extension of time if it is needed to determine the plans?	☐ YES
8. 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 (Electrical Safety) Competent Persons Scheme carry out the electrical installation work? If the answer to this question is no, then please refer to notes overleaf.	☐ YES
9. Completion Certificate *Do* you require a completion certificate following satisfactory completion of the building work?	☐ YES

10. Plan fee: £

Where charges are based on estimated cost of the work, a written estimate should be provided.

Estimated cost of work: £

11. Statement This notice is given in relation to the building work described above and Regulation 11 (1)(B) and is accompanied by the appropriate fee. The applicant is aware that an inspection fee is payable after commencement of work.

Name:	Signature:	Date

Please note that this is not a planning application. If planning permission is required for the proposed work, a separate application must be made. Information on the need for planning permission can be found on the Council's web site at www.solihull.gov.uk/planning. Alternatively, please call our Contact Centre on telephone No 0121 704 8008.

12. The Regulatory Reform (Fire Safety Order) Is the building one to which the RR (FS) O 2005 applies (details can be found at http://www.communities.gov.uk/publications/fire/regulatoryreformfire)?	☐ YES

13. EXEMPTION FORM BUILDING REGULATIONS CHARGES

Exemption from charges is only applicable where the work connected to an existing building and is of direct benefit to a person(s) with the disability. (Please complete section below. NB: The building work proposed must have a clear link to the personõs condition, e.g. a downstairs wet room for a person with limited mobility)

Name of person(s) with the disability (if different from overleaf) * é .

é (Please continue on a separate sheet).

How will the work be of direct benefit to the individual(s) concerned?* é .

é .

é ..

é .. (Please continue on a separate sheet).

Section A ï please identify the element of work that is being undertaken under the exemption criteria above

A. extension (or conversion of an existing room) to form a downstairs wet room or bedroom. ☐
B. installation of a through floor or stair lift facility. ☐
C. extension (or conversion of an existing room) to form a facility for the sole purpose of storing medical equipment in support of medical condition ☐

I confirm that the above information is correct and wish to claim exemption from the building regulation charges. Where the work involves an extension, please ensure that the relevant section on page 4 is completed.

Name:	Signature:	Date:

Notes relating to domestic electrical work

The Council require that you provide certification of the satisfactory testing and inspection of electrical installation work not carried out by a person registered with a Part P (Electrical Safety) Competent Persons Scheme. If anyone other than a Part P registered electrician undertakes the electrical work, then an additional fee is payable to the Council to cover the cost of checking the electrical installation work.

Any electrical installation carried out by someone who is not registered with a Competent Persons Scheme (NICEIC or ECA) may have to be tested and inspected by the Council. For very minor work, we may accept evidence of the qualification and experience as proof of competence of the person to safely undertake the work

(THIS MUST BE COMPLETED IN FULL) INSPECTION FEE INVOICE TO BE DIRECTED TO:
Title: Mr/Mrs/Miss/Other…………….. Forename: ……………………….Surname: …………………………………..
Address: ………..
THERE WILL BE AN ADMINISTRATION CHARGE FOR ANY RE-DIRECTION OF INVOICES IN ACCORDANCE WITH THE COUNCILS PUBLISHED SCALE OF FEES

Payment

Credit/Debit card payments can be made over the telephone (0121 704 8008). Cheques should be made payable to SMBC and crossed A/C payee. You can make payment (including cash) at any of the following Solihull Connect Walk-in Centers:

- Solihull Connect, Ground Floor, Library Square, Solihull, West Midlands, B91 3RG
- Solihull Connect at The Bluebell Centre, Ground Floor West Mall, Chelmsley Wood, Solihull , B37 5TN

Invoicing of fees against a purchase order can be arranged by agreement. Solihull MBC may agree to payment by instalment in respect of all building work where the total charge exceeds Ã500.

Please note that this is not a planning application. If planning permission is required for the proposed work, a separate application must be made. Information on the need for planning permission can be found on the Councilõs web site at www.solihull.gov.uk/planning. Alternatively, please call our Contact Centre on telephone No 0121 704 8008.