

# Building Regulations Application

PLEASE USE BLOCK CAPITALS  
PLEASE READ THE GUIDANCE NOTES BEFORE COMPLETING THE FORM

Type of Application (Tick as appropriate) Full Plans  Building Notice  Regularisation

## SECTION A - To be completed for **all Applications.**

<b>Applicant's full name and address</b>		<b>Agent's name and address</b>		<b>Official Use</b>	
Forename(s): .....		Name: .....		Received:	
Surname: .....		.....		Ref. No.	
Address: .....		Address: .....		Plan Fee	
.....		.....		Inspection Fee	
Town: .....		Town: .....		Receipt No.	
Postcode: .....		Postcode: .....			
Tel: .....		Tel: .....			
Fax: .....		Fax: .....			
Email:.....		Email:.....			

<p><b>Description of Works</b></p> <p>.....</p> <p>.....</p> <p><b>Total Proposed Floor Areas: .....sq.m.</b></p> <p><b>Use of Building / Extension</b></p> <p>Proposed Use: .....</p> <p>.....</p> <p>.....</p>	<p><b>Address / Location of site</b></p> <p>.....</p> <p>.....</p> <p>.....</p> <p><b>Services</b></p> <p>(a) Water Supply .....</p> <p>(b) Heating .....</p> <p>(c) Foul Sewage Disposal .....</p> <p>(d) Surface Water Disposal .....</p>
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If an existing building, state present use:.....

If an existing building, is it classified as listed or a protected building under the Relevant Planning Legislation.

Yes  No

**Additional Information**

Which "Deemed to satisfy" standards were used for fire safety design: .....

.....

## SECTION B - Additional Information for a **Building Notice.**

<p><b>Please give a brief description of any relevant materials, type of construction or services to be used in the proposed works.</b></p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>For a new dwelling, or an extension:</b></p> <p>Number of Storeys: .....</p> <p><b>Floor area of new dwelling or extension</b></p> <p>Basement:.....sq. m. Ground Floor:.....sq. m.</p> <p>First Floor:.....sq. m. Second Floor:.....sq. m.</p> <p><b>Note</b></p> <p>You may be required to provide additional information as deemed necessary</p>
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## SECTION C - Additional Information for Regularisation Certificate.

**Description of Unauthorised Works**

.....  
 .....  
 .....  
 .....

**Date on which the works were completed**

Month \_\_\_\_\_ Year \_\_\_\_\_

## SECTION D (Fees) - To be completed for all Applications.

PLAN FEES - calculation	Amount of Fee enclosed
Erection of _____ no. new dwellings/flats/maisonettes (area less than 250m <sup>2</sup> ) Number of different plan types _____	
Erection of a detached garage or carport not exceeding 40m <sup>2</sup> (not exempt from Building Regulations)	
Installation of an unvented hot water system	
Extension or extensions of a dwelling not exceeding 20m <sup>2</sup>	
Extension or extensions of a dwelling exceeding 20m <sup>2</sup> but not exceeding 40m <sup>2</sup>	
Extension or extensions of a dwelling exceeding 40m <sup>2</sup> but not exceeding 60m <sup>2</sup>	
Extension or alteration of a dwelling providing one or more rooms in the roofspace	
All other works requiring an estimated cost of works Estimated cost of building works £	
Erection of _____ no. new dwellings (area more than 250m <sup>2</sup> ) Estimated cost of building works £	
<b>Total Fee £</b>	

Works to an existing building for the sole benefit of a person with physical disabilities may be exempt from fees.

Is exemption from fees being claimed?      Yes       No

N.B. If Yes: Documented proof of disability will be required for domestic applications.

<p>It is an offence under Article 21 (1A) of The Building Regulations (Northern Ireland) Order 1979 as amended to make false or misleading statements or to recklessly give a notice or certificate with an application.</p> <p>Information provided as part of this application may be disclosed in response to a request under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004.</p> <p>The Council, to which you have submitted this application form, collects the data for the purposes of the Building Regulations. This data may also be passed to other related Government Agencies. (Data Protection Act 1998)</p> <p>I/We hereby submit this application under the Building Regulations (NI) 2000.</p> <p><b>Signed:</b> .....</p> <p style="text-align: right;"><i>Applicant / Agent</i></p> <p><b>Date:</b> .....</p>	<p><i>For Council use only</i></p>
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