



Building Control,
Ipswich Borough Council,
Grafton House,
15-17 Russell Road,
Ipswich,
IP1 2DE
Tel: 01473 432951
Email: building.control@ipswich.gov.uk

The Building Act 1984
The Building Regulations 2010
(as Amended)
The Building Safety Act 2022

BUILDING CONTROL APPROVAL WITH FULL PLANS APPLICATION

(for a Building Notice, please complete the separate **Building Notice Application** form.)

1	Applicant's details (the person who is making the application) Name: Address: Postcode:.....Tel:.....Email:.....
2	Clients Details (the person for whom the work is being carried out) Is the applicant a 'Domestic Client'? (a client for whom a project is being carried out which is not in the course or furtherance of a business of that client) Y/N Is the Client different to the applicant? Y/N If Yes, complete the details below Name:..... Address:..... Postcode:.....Tel:.....Email:
3	Principal Designers Details (the lead or sole designer) Name: Address: Postcode:.....Tel:.....Email:.....
4	Principal Contractor Details (the lead contractor) Have you appointed a principal contractor? Y/N If Yes, Complete the principal contractor's details below. If No, these details must be provided to the Local Authority before the construction phase begins Name:..... Address:..... Postcode:..... Tel:..... Email:.....
5	Location of building to which work relates Address: Postcode:.....
6	Proposed work Estimated Cost of work.....
7	Details of the existing building (where the work relates to an existing building) Description: Current Use: Current Use of each storey: Height of the existing building: Less than 11m <input type="checkbox"/> 11-18m <input type="checkbox"/> Over 18m <input type="checkbox"/> The current number of storey's:
8	Details of the proposed use Where the building comprises more than one use type, please enter details of the proposed use of each storey Proposed use: Proposed Height of building: Less than 11m <input type="checkbox"/> 11-18m <input type="checkbox"/> Over 18m <input type="checkbox"/> The number of storeys in the building after the proposed works:

9	<p>Fire Safety Order</p> <p>Is the existing building a building to which the Regulatory Reform (fire safety) order 2005 applies Y/N</p> <p>Is the proposed building a building to which the Regulatory Reform (fire safety) order 2005 applies Y/N</p>
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10	<p>Drainage and water supply</p> <p>Where the work involves discharge of foul or surface water, or a new water supply/connection:</p> <p>Is the source of Water to the building from: A water main <input type="checkbox"/> a private supply <input type="checkbox"/> A Well <input type="checkbox"/></p> <p>Is the foul water to be drained to the: foul sewer <input type="checkbox"/> Cess Pool <input type="checkbox"/> Septic Tank <input type="checkbox"/> Treatment Plant <input type="checkbox"/></p> <p>Is the surface water to drained to a soakaway <input type="checkbox"/> combined sewer <input type="checkbox"/> watercourse SUDS<input type="checkbox"/></p>
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11	<p>BUILDING OVER SEWERS – Should the answer be ‘YES’ to any of these questions, consultation with Anglian Water will be necessary beyond this application for building control approval with full plans. Work should not commence on site until this consultation has been made and a positive response from the Anglian Water has been received. Contact Anglian Water Tel: 0345 60 66 087 Email: developmentsservices@anglianwater.co.uk</p> <p>Is the proposed building footprint within 3m of a drain or sewer that is greater than 225mm diameter? Y/N</p> <p>Is the proposed building footprint understood to be over a gully, inspection chamber or manhole? Y/N</p> <p>Does the proposed building footprint cover more than 6m of an existing drain or sewer? Y/N</p>
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12	<p>Local Enactments</p> <p>Please provide details of the steps to be taken to comply with any Local Enactments that may apply to the site:</p> <p>.....</p> <p>.....</p>
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13	<p>Charges</p> <p>Individually Assessed – Please attach a copy of our written quote (if applicable)</p> <p>Card Payment - Agent <input type="checkbox"/> or Applicant <input type="checkbox"/> BACS <input type="checkbox"/> Online Payment <input type="checkbox"/></p> <p>Registered Disabled Person (see charges over) <input type="checkbox"/></p>
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14	<p>Commencement of works - Provide either:</p> <p>The date when it is proposed the work will reach the point when it is to be regarded as commenced (in accordance with regulation 46A (lapse of building control approval: commencement of work)) or, where the work does not consist of work to which paragraph (2) or (3) of regulation 46A applies, details of the work which the client considers amounts to 15% of the proposed work:.....</p>
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15	<p>STATEMENT This notice is given in relation to the building work as described and is submitted in accordance with The Building Regulations. I understand that further fees will be payable following the first inspection by the authority for a Full Plans application. (please tick any boxes that apply):</p> <p><input type="checkbox"/> I disagree to the Council exercising the option to approve the application with conditions if considered appropriate.</p> <p><input type="checkbox"/> I disagree to an extension of time for the consideration of this application in order to allow negotiations to take place prior to formal decision being issued, such extension to terminate two months from the date of deposit of plans.</p> <p><input type="checkbox"/> I confirm that <u>I will</u> be using a Part P registered electrician and therefore will not incur a further charge.</p> <p>Applicant Signature:</p> <p>Name :</p> <p>Date:</p> <p>Where the application is made by someone on behalf of the client, the client must sign below confirming they agree to the application being made and that the information contained in the application is correct</p> <p>Client Signature:</p> <p>Name :</p> <p>Date:</p>
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BUILDING CONTROL APPROVAL WITH FULL PLANS APPLICATION GUIDANCE

You may use a Building Control Approval with Full Plans application for any type of work. Such applications benefit from a full check at design stage for compliance with the Building Regulations. You must submit a Approval with Full Plans Application if the works involve a building to which the Regulatory Reform (Fire Safety) Order 2005 applies or the work which includes the erection of a building fronts onto a private street. *NOTE - Plans are only full plans if they consist of—*

- (a) a description of the proposed building work, renovation or replacement of a thermal element, change to the building's energy status or material change of use;*
- (b) the plans, particulars and statements required by paragraphs (1), (1A) and (2) of regulation 13;*
- (c) where paragraph H4 of Schedule 1 imposes a requirement, particulars of the precautions to be taken in building over a drain, sewer or disposal main to comply with the requirements of that paragraph; and*
- (d) any other plans which are necessary to show that the work would comply with these Regulations.*

APPLICANTS DETAILS –The applicant is the person who is making the application, this could be the same as the client, principal designer, or contractor.

CLIENTS DETAILS - The client is the person for whom the work is being carried out. A domestic client is a client for whom a project is being carried out which is not in the course or furtherance of a business of that client.

PRINCIPAL DESIGNER'S DETAILS - The principal designer is the lead or sole designer appointed under regulation 11D to perform the duties of a principal designer under The Building Regulations etc. (Amendment) (England) Regulations 2023.

PRINCIPAL CONTRACTOR'S DETAILS - The principal contractor is the contractor appointed under regulation 11D of The Building Regulations etc. (Amendment) (England) Regulations 2023, and may be any person (including a client, but not a domestic client) who, in the course of a business, carries out, manages, or controls the building work for this project. **These details must be provided to the Local Authority before the construction phase begins.**

IMPORTANT INFORMATION – CLIENT APPOINTMENT OF PRINCIPAL CONTRACTOR AND DESIGNER. If a domestic client fails to appoint, as per Regulation 11D, these roles automatically default as follows:

- The designer in control of the design phase of the project is the principal designer.
- The contractor in control of the construction phase of the project is the principal contractor.

The majority of commercial clients will have the appointments in place, however, if not the client can temporarily take on these roles until appointments are made, as per Regulation 11D. In all cases the duty holders must be aware of their responsibilities under the new regulations, including the need to provide compliance declarations upon completion of the building work.

LOCATION OF BUILDING TO WHICH WORK RELATES - Please state the full address of the building or site to which the work relates including name/number, road, parish and postcode where available.

PROPOSED WORK - Briefly describe the proposed works to be undertaken. Please provide the reference number for any planning permission obtained in connection with the works.

EXISTING USE OF BUILDING - Where the work consists of work to an existing building, provide a description of the existing building, details of the current use of the building, including the current use of each storey, the height of the building and the number of storeys in the building as determined in accordance with regulation 6 of the Higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023.

PROPOSED USE OF BUILDING - State the proposed use of building (e.g., dwelling, office, factory etc), including the proposed use of each storey, the proposed height of the building and the number of storeys in the building as determined in accordance with regulation 6 of the Higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023.

FIRE SAFETY ORDER - State whether the Regulatory Reform (Fire Safety) Order 2005 applies to the existing and/or proposed building where the work is intended, this includes shops, offices, hotels, hostels for hotel staff, boarding houses, factories and other uses.

DRAINAGE AND WATER SUPPLY – provide details of the:

- Water supply
- Foul water drainage
- Surface water drainage

LOCAL ENACTMENTS – Provide details of the steps to be taken to comply with any local enactments that may apply.

CHARGES - An application must be accompanied by the appropriate payment for it to be valid. Inspection charges will be invoiced following the first inspection.

Registered Disabled: Indicate whether the work is to be carried out solely for someone with disabilities. Proof of eligibility for exemption must be provided with the application.

Individual Charges: Applications are individually assessed for charges. You should obtain a quote for the works before making your application. This can be done by completing the online quote request on the Building Control pages of our website or by emailing building.control@ipswich.gov.uk.

COMMENCEMENT OF WORKS – Provide details of:

- The date when it is proposed the work will reach the point when it is to be regarded as commenced (in accordance with regulation 46A (lapse of building control approval: commencement of work)) or,
- where the work does not consist of work to which paragraph (2) or (3) of regulation 46A applies, details of the work which the client considers amounts to 15% of the proposed work.

Note: Not more than five days after the day on which work is to be regarded as commenced (in accordance with regulation 46A) the person carrying out the work must inform Building Control.

STATEMENT - Print your name, sign and date to confirm that all details are correct and to confirm acceptance of the statement. Where the application is made by someone on behalf of the client:

- a statement is to be attached signed by the client, or
- a statement is to be sent via email from the client (from their personal email address – not a generic one), confirming they agree to the application being made and that the information contained in the application is correct.

Equalities Act/Party Wall Act/Energy Ratings with Carbon Indexing for new dwellings, flats, and conversions

Please consider the possible implications of these requirements on your proposals.

Your Comments, good or bad are welcomed to help improve our service to you

Email building.control@ipswich.gov.uk, callus on 01473 432951 or write to the address on the first page. Please visit our website at www.ipswich.gov.uk for further information.

Planning Permissions

Your proposal may also require permission under The Town and Country Planning Act. For more information please go to <https://interactive.planningportal.co.uk> If you require further guidance then please email development.management@ipswich.gov.uk

Data Protection

Ipswich Borough Council is a controller of personal data under the General Data Protection Regulations and the Data Protection Act 2018. The information that you have supplied here is being collected in accordance with The Building Control Act 1984 and The Building Regulations 2010. For information on how we process your personal data please visit our website at www.ipswich.gov.uk/privacy