


Full Plans



The Building Act 1984
The Building Regulations 2010

**Building Control Unit
Carmarthenshire County Council**

PLEASE TYPE OR USE BLOCK CAPITALS	Application No: <i>(Office use only)</i>
1. Applicant's Details	2. Agents Details (if applicable)
Name: Address: Postcode: Tel: Email:	Name: Address: Postcode: Tel: Email:
3. Location of Building to which work relates: Address: Postcode: Grid Ref: _____ This application must be accompanied by a Location Plan to a scale of 1:1250 or 1:2500 and a Block Plan to a scale of 1:500 both clearly marking the boundaries in red.	
4. Proposed Work:	
5. Pre-submission: If you have had a pre-submission meeting with a Building Control Surveyor, please state the reference number / Surveyors Name:-	6. Resubmission: If this is a resubmission of plans following a rejection, please state the previous application number:-
7. Floor area and number of bedrooms Total floor area of new building/extension: _____ Total number of Bedrooms: _____	8. Disabled Persons: Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Do these works fall into any of the categories set out in Note 8.</i>
9. Use of Building: (a) If new building or extension, please state proposed use:- (b) If existing building, state present use:- (c) Is the Building a Building to which the Regulatory Reform (Fire Safety) Order 2005 applies, or will Apply after the Completion of the Building Work Yes <input type="checkbox"/> No <input type="checkbox"/>	



10. Town & County Planning Acts: (a) Has an application been submitted or determined for the proposed work under the Planning Acts Yes <input type="checkbox"/> No <input type="checkbox"/> (b) If Yes please give reference Number: _____	11. Drainage: (a) Means of Water Disposal: _____ (b) Means of Surface Water Disposal: _____ (c) Means of Water Supply: _____
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12. Domestic Electrical Work (To be completed for **ALL Domestic Applications** that include Electrical Work)

 Will the Electrical work be carried out by a contractor who is registered with a Part P Self-certifying Scheme?
Yes ☐ **No** ☐

 If YES, please supply the name of the body operating the scheme: _____
 If NO, Please submit our **Building Notice Electrical Work Application Form** and it is important you read Note 12 – There is an additional Charge for this work.

13. Charges: Total estimated cost of work £_____

Plan Fee: £_____	Vat: £_____	Total Plan Fee: £_____
Inspection Fee: £_____	Vat: £_____	Total Inspection Fee: £_____

Please indicate who will be responsible for paying the Inspection Fee Invoice once work has commenced on site:- Applicant ☐ Agent ☐

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Total Fees: £_____	Vat: £_____	Total Fees for Work: £_____
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14. Statement:

This Notice is given in relation to the building work as described, and is submitted in accordance with Regulation 12 (2) (b) and is accompanied by the appropriate fee.

 (a) Do you consent to the plans being passed subject to conditions where appropriate? Yes ☐ No ☐
 (See Note 9)
 (b) Do you agree to extend the period of time to issue a Decision from 5 weeks to 8 weeks? Yes ☐ No ☐
 (Extension of Time)

I understand that further Charges (the Inspection Fee) will be payable following the first inspection by the Local Authority and sent to the Invoicee via Post.

 Name: _____

 Signed: _____ Date: _____

If you have any queries please contact us below or alternatively please visit our extensive website the following address:- www.carmarthenshire.gov.uk/buildingcontrol

Please return the form and relevant Fee to:

Carmarthenshire County Council, Place & Sustainability
 Building Control Unit, 3 Spilman Street, Carmarthen, SA31 1LE
 Tel: 01267 246044
 Email: building.control@carmarthenshire.gov.uk



1. The applicant is the person on whose behalf the work is being carried out, i.e. the building's owner.
2. Two copies of this notice should be completed and submitted along with a location plan to a scale of 1:1250 or 1:2500 clearly marking the boundary in red.
3. Where the proposed work includes the erection of a new building or extension this notice shall be accompanied by the following:
 - 3.1 A BLOCK/SITE PLAN to a scale usually 1:500 or 1:200 clearly marking the boundary in red showing:-
 - 3.1.1 The size and the position of the building, or the building as extended, and its relationship to adjoining boundaries;
 - 3.1.2 The boundaries of the curtilage of the building, or the building as extended, and the size, position and use of every other building or proposed building within that curtilage;
4. Please describe what the proposed work involves
5. Please indicate whether a Building Control Surveyor has been involved with this application prior to submitting it to the Local Authority – please give their Full Name.
6. Please submitted the rejected application number for our ease of reference.
7. Please indicate the total internal floor area of the new building and indicate the total number of NEW bedrooms in the new building.
8. In order for works to be exempt from charges they must comprise of;

8.1 Alterations which are:-

(i) solely for the purpose of providing **means of access** to enable disabled persons **to get into or out of an** existing building and **to or from any part of it** or from any part of it or of providing **facilities** designed to secure the greater health, safety, welfare or convenience of such persons; and

(ii) is to be carried out in relation to:

- (a) An existing building to which members of the **public** are admitted. or;
- (b) An existing dwelling which is, or is to be, occupied by a disabled person

8.2 Extensions to a dwelling, which the sole use of the room is:-

- (i) for the carrying out of medical treatment of a disabled person which cannot reasonably be carried out in any other room in the dwelling; or
- (ii) for the storage of medical equipment for the use of a disabled person; or
- (iii) to provide **necessary accommodation** or a **necessary facility** by **adapting or replacing accommodation** or a **facility which already existed** within the building which was **incapable** of being used, or **used without assistance**, by the disabled person.

9. 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.

10. 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.

11. Where it is proposed to erect the building or extension over the sewer or drain shown on the relative map of public sewers, the precautions to be taken in building over a sewer or drain.

12. The Council will require that you provide certification of satisfactory testing and inspection for all work not carried out under the Competent Persons Scheme. This requirement may unfortunately increase the cost to the applicant and may cause a delay (arranging for another electrician to carry out an inspection and test). Any electrical installation undertaken by someone who is not registered with NICEIC or ECA must provide an installation certificate, together with a test certificate prepared by a member of NICEIC or ECA.

BS 7671 Electrical Certificates for new installations, rewires and adding new circuits to an existing installation

If the electrical contractor **is** a member of NICEIC or ECA, they must complete an **Installation Certificate (Form 1)** If the electrical contractor **is not** a member of NICEIC or ECA, they must complete the **Design and Construction parts of the Installation Certificate (Form 2)** (as amended) **and** you are required to arrange for an electrical contractor who is a member of the NICEIC, ECA or Competent Persons Scheme to inspect and test the installation to enable them to complete the **Inspection and Testing** part of the form.

In both instances the electrical contractor is required to complete **Schedule of Inspection (Form 3)** and **Schedule of Test Results (Form 4)** **Additional Sockets or Lighting points to all existing installation in a kitchen or special location.**

If the electrical contractor is a member of NICEIC, ECA or is qualified with City and Guilds Certificate 2391, they must complete the **Minor Works Certificate (Form 5).**

Completed copies of the appropriate forms must be deposited with the Authority upon Completion of the work; failure to do so will prevent the Authority from issuing a Completion Certificate and may lead to Enforcement action taken against you and/or your electrical contractor. Homeowners would be advised not to pay contractors until these electrical work certificates have been provided and the building work complies with the Building Regulations. You are advised that the preferred route to approval is for you to use an electrical contractor who is registered under a Competent Persons Self Certification Scheme.

This Application shall cease to have effect three years after the date it is given to the Local Authority unless the work has been commenced or the material change of use has been made prior to the expiry of that period.