



Building Control Unit
North Kesteven District Council
Kesteven Street
Sleaford
Lincolnshire
NG34 7EF

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Building Act 1984, Building Regulations 2010

Application Form Guidance

Important Information

1. By completing and submitting the application form, you are giving notice of your intention to carry out building work and deposit the attached drawings and other documents as required by the building regulations.
2. In the case of a Building Notice, in accordance with Building Regulation 12 (2) (a) it is your intention to carry out the domestic building work described in Section 3 and 5 of the Building Regulations 2010.
3. In the case of a Full Plans Application, the notice is being given in relation to the building work as described, and is being submitted in accordance with Regulation (2) (b) and is accompanied by the appropriate charge. Please understand that further charges (Inspection Charges) may be payable following the first inspection by the local authority. By completing and signing the application form, the Council accepts that you have consented to the time period for consideration of the application being **extended to two months** and that, if appropriate you wish the application to be passed with conditions.
4. In the case of an application for Regularisation, the notice, given in relation to the work described is submitted in accordance with Regulation 18 and is accompanied by the appropriate charge (and plans where applicable). Please understand that the local authority may require you to take such reasonable steps (e.g. opening up of unauthorised work for inspection, making tests and taking samples) as appropriate, to establish compliance or otherwise.
5. In all cases, the Council may require the submission of further information to show compliance with the Building Regulations.

Fire consultation

Applicant(s) should be aware that under the terms of The Building Act 1984, Section 15, the Local Authority will as required consult with the Fire and Rescue Service and pass on those details that you submit on your application form for the purposes of determining the Building Regulations application. Without this data collection, we could not process the application. Applicant details are only passed on to the statutory consultee(s). If you have any queries regarding this consultation process please telephone 01529 308136. Further details regarding information rights are available on the Information Commissioner's Office website at www.ico.org.uk.

Sewerage Consultation

Applicants should be aware that under the terms of The Building Regulations 2010, the Local Authority will as required consult with the Sewerage undertaker and pass on those details that are submitted on the application form for the purposes of determining the Building Regulations application. Without this data collection, we could not process the application. Applicant details are only passed on to the statutory consultee(s). If you have any queries regarding this consultation process please telephone 01529 308158 or 308136. Further details regarding information rights are available on the Information Commissioner's Office website at www.ico.org.uk.