



Northumberland County Council

Northumberland building control services

Further information for your application

Making your application

The applicant is the person on whose behalf the work is being carried out, e.g. the building's owner.

Two copies of the application form should be completed and submitted with a location/site plan, as well as plans and particulars in duplicate in accordance with the provisions of building regulation 14. Subject to certain exceptions, where part B (fire safety) imposes a requirement in relation to proposed building work, **two further copies of plans** which demonstrate compliance with the requirements should be deposited. See the webpage to download the forms.

Fee information

Subject to certain exceptions, fees are payable on a full plans submission and should be paid by the person on whose behalf the work is to be carried out.

Most fees are payable in two stages. The first fee must accompany the deposit of plans and the second fee is payable after the first site inspection of work in progress (for which an invoice will be produced). The second fee is a single payment to cover all site visits and consultations which may be necessary until it is satisfactorily completed.

The level of charge is dependent on the type of work is proposed (see webpage for fees).

Where the scheme falls outside the categories in the tables, you should contact the service in order for a specific fee to be calculated for your proposal.

Drainage

Subject to certain provisions of the Public Health Act 1936, owners and occupiers of premises are entitled to have their private foul and surface water drains and sewers connected to the public sewers, where available.

Approval schemes

LABC Services provides a partner authority scheme and also national type approval for a range of building types, building systems, and major building elements where they are used repeatedly.

If this proposal is to use the partnering scheme please answer 'yes' on the application form and provide further details in section 'additional information'.

If the work proposed or any part of it is subject to a LANTAC approval, please answer 'yes' and enclose a copy of the appropriate current certificate(s). If there is any variation in this proposal from that shown on the LANTAC type approval plans, please highlight this in a covering letter.

Certain premises currently designated for the purpose of the Regulatory Reform (Fire Safety) Order 2005.

Other information

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.

These notes are for general guidance only. Information on the deposit of plans can be found in regulation 14 of the Building Regulations 2010 (as amended) and, in respect of fees, in the Building (Local Authority Charges) Regulations 2010.

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. Further information and advice concerning the building regulations may be obtained from your local authority.

