

# Hackney Council Building Control

The Building Act 1984  
The Building Regulations 2010

## Application Form

Please read the guidance notes before completing the form.  
Please use BLOCK CAPITALS

1

### Type of application

Full Plans  Building Notice  Regularisation  Date when work was carried out:

2

### Location of the building to which works relate

Address \_\_\_\_\_  
Postcode \_\_\_\_\_

3

### Description of proposed work – Please provide comprehensive description

4

### Commencement

When do you intend to start work? \_\_\_\_\_

5

### Applicant's details – Full name and address of person intending to have the work carried out

Name \_\_\_\_\_  
Address \_\_\_\_\_ Postcode \_\_\_\_\_  
Email \_\_\_\_\_ Tel No. \_\_\_\_\_

6

### Agent's details (if applicable) – Full name and address

Name \_\_\_\_\_  
Address \_\_\_\_\_ Postcode \_\_\_\_\_  
Email \_\_\_\_\_ Tel No. \_\_\_\_\_

7

### Builder's details (if applicable) – Full name and address

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Postcode \_\_\_\_\_ Tel No. \_\_\_\_\_

8

### Planning Permission

Did the proposal require Planning Permission? Yes  No

If yes, has Planning Permission being received? Yes  No

If yes, please provide the planning reference number (ie 2011/1234) \_\_\_\_\_

If you are uncertain if Planning Permission is required please contact Hackney Planning Service on 020 8356 8062 or [planning@hackney.gov.uk](mailto:planning@hackney.gov.uk) before submitting your application.



For more information contact

**Hackney Council Building Control**

Email: [buildingcontrol@hackney.gov.uk](mailto:buildingcontrol@hackney.gov.uk)

Phone: 020 8356 8124

Web: [www.hackney.gov.uk/building-control](http://www.hackney.gov.uk/building-control)



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## Fees

**Table A:** No. of dwellings \_\_\_\_\_ **Fee £** \_\_\_\_\_

**Table B:** Floor area of extension \_\_\_\_\_ **Fee £** \_\_\_\_\_

**Table C:** Estimated building cost \_\_\_\_\_ **Fee £** \_\_\_\_\_

Inspection fee invoice should be sent to: Applicant  Agent  Other \_\_\_\_\_

## Other information required

Use of building - if existing, state present use \_\_\_\_\_

If new building or extension, state proposed use \_\_\_\_\_

Means of drainage Foul water: \_\_\_\_\_

Surface water: \_\_\_\_\_

Are all notifiable electrical installations to be carried out by a registered competent electrical installer under a Part P scheme?  Yes  No – this will attract an additional charge

Are any other works being undertaken by a competent person (such as gas, windows)?  Yes, please list below  No

## Conditional approvals and extension of time (Full Plans applications only)

I agree to the plans being passed subject to conditions  Yes  No

I agree to an extension of the prescribed period of time by which a decision should be issued from 5 weeks to a maximum of 2 months  Yes  No

## Statement

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

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Print [BLOCK LETTERS] \_\_\_\_\_

## Guidance Notes –

**Conditional approvals** – (only applies to Full Plans applications) by agreeing to your plans being passed subject to conditions, it allows more flexibility in what we can approve as some details can then be resolved as the project proceeds.

**Extension of Time** – (only applies to Full Plans applications) all Building Regulations are checked in the order in which they are received. By agreeing to an extension of time you are allowing yourself and your building designers more time to deal with any queries that may arise.

**Relevant use** - is defined in the Regulatory Reform (Fire Safety) Order 2005 and includes all premises which are not a single dwelling unit.

**Note:** Where an email address is provided we will correspond electronically. If you would prefer hard copies by Royal Mail, contact us.



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