



APPLICATION FOR BUILDING CONTROL APPROVAL WITH FULL PLANS

The Building Act 1984
The Building Safety Act 2022
Building Regulations 2010 (as amended)
The High Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023

BUILDING CONTROL

Maidstone House, King Street, Maidstone, Kent, ME15 6JQ

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Email: building@maidstone.gov.uk

Reference N°: (Office use only)

To be completed by the person intending to carry out the work or their agent. Please read the notes on the reverse.

1 Applicant Details (See Note 1)

Name: _____

Address: _____

Postcode: _____ Tel: _____ Email: _____

2 Client Details (where different from the applicant)

Name: _____

Address: _____

Postcode: _____ Tel: _____ Email: _____

3 Principal/Sole contractor details (where known) (See Note 2)

Name: _____

Address: _____

Postcode: _____ Tel: _____ Email: _____

4 Principal/Sole designer details (where known) (See Note 2)

Name: _____

Address: _____

Postcode: _____ Tel: _____ Email: _____

5 Location of the building/site to which the building work relates

Address: _____

Postcode: _____ What3words: _____

6 Proposed work Please provide a detailed description, including:

- (i) Details of the intended use of the building, including use of each storey
- (ii) The height of the building after proposed works
- (iii) The number of storeys after the proposed works (see Note 3)
- (iv) If the building is existing, the current use including each storey

Description:

Is the building a building to which the [Regulatory Reform \(Fire Safety\) Order 2005](#) (as amended) applies or will apply after completion of the building work? (See Note 4)

7 Commencement

State 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, state the details of the work which the client considers amounts to 15% of the proposed work

Date: _____

8 Start Date

Notification must be submitted to the Council at least two days before the duty holder intends to start work

Date: _____

9 Requirements

Do you consent to the plans being passed subject to further requirements where appropriate? (see Note 5)

Do you agree to give the Council a period of two months within which to determine the plans? Y/N

10 Fees

Our charges are detailed on a separate form. Please refer to that guide and for the heading of the type of application you are submitting. If you are unsure, please leave this section blank and we will provide you with a quote on receipt of the application.

FEE SUBMITTED £

If you do not pay the inspection fee element with this application you will be sent an invoice after the first site visit. The completion certificate for the work will not be issued until all fees have been paid.

11 Declaration:

This is an application for building control approval with full plans submitted in accordance with [Regulation 12\(2\)\(b\)](#) and is accompanied by the appropriate fee.

Name: _____ Signature: _____

Date: _____

DATA PROTECTION: For further details of how we process your personal information and for details on your additional rights, please refer to [MBC data protection on our website](#)

www.maidstone.gov.uk



Approval with Full Plans - New Notes

- 1 The applicant is the person on whose behalf the building work is being carried out eg. the building owner.
- 2 A principal contractor or designer must have the following:
 - (a) where the person is an individual, the skills, knowledge, experience and behaviours necessary.
 - (b) where the person is not an individual, the organisational capability, to fulfil the duties of a principal contractor/designer under these Regulations in relation to the building work included in the project.
- 3 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](#).
- 4 Certifiable premises: [The Regulatory Reform \(Fire Safety\) Order 2005](#) applies to all premises that are 'workplaces'. It also applies to the common (shared) areas of residential buildings such as flats, hostels, and care homes. 'Work place' includes any premises or parts of premises, not being domestic premises, used for the purpose of an employer's understanding and which are made available to an employee as a place of work.
- 5 [Regulation 14A](#) of the Building Regulations 2010 the local authority can grant an application with requirements. The requirements may specify modifications that must be made in the full plans or that further plans shall be required.
- 6 If you are building near, or over a public sewer, you may need permission from [Southern Water](#). You can access guidance from their website [Southern Water](#).
- 7 LABC (Local Authority Building Control) Services provides a Partner Authority Scheme. If you would like to know more about these services, please visit [LABC](#) or contact the Building Surveying Manager.
- 8 Building Regulation and Planning are two different permissions. Permission under the Building Regulations does not mean that the work has planning permission. Not all work requires both Building Regulation and Planning permission. You should consult the Planning Department prior to starting work.
- 9 The notes are for general guidance only. For more complete information please consult [Regulation 14](#) of the Building Regulations 2010.