



Guidance notes and checklist to accompany an application for Building Control approval with Full Plans.

Is an application for building control approval with full plans suitable?

Question 1.

Is the proposed building work in relation to higher-risk building work?

Yes / No.

An application for building control approval with full plans cannot be granted by the local authority. [Further guidance on the regulations which do not apply to higher-risk building work.](#)

You can use this [apply to the Building Safety Regulator for higher-risk buildings on GOV.UK website.](#)

Question 2.

Is there any building work involved to which Part P of Schedule 1 imposes a requirement and this work does **not** consist of:

- the installation of a new circuit.
- the replacement of a consumer unit, or
- any addition or alteration to existing circuits in a special location?

Yes / No.

Building work to which [Part P of Schedule 1](#) imposes a requirement and does not consist of the above does not require an application for building control approval (also refer to [Schedule 4](#)). Note also, for work that does consist of the above, this work can be carried out by a competent person described in Column 2 of [Schedule 3](#).

[The Building Regulations 2010, part 3, regulation 12 article 6a.](#)

Question 3.

Has any part of the work described in an initial notice been carried out and the initial notice has ceased to be in force?

Yes / No.

If yes [Regulation 19 of the Building \(Approved Inspectors etc\) Regulations 2010](#) (local authority powers in relation to partly completed work) applies. Compliance should be with the requirements of that regulation and an application for building control approval with full plans is not appropriate.

[The Building Regulations 2010, part 3, regulation 12 article 7.](#)

Informative note in relation to questions one to three.

If the response to all the questions is 'no' then the giving of an application for building control approval with full plans is appropriate for the proposed work. Where the response is 'yes' for question 1, an application should be made to the Building Safety Regulator. Where the response is 'yes' to any other question, an application for building control approval with full plans is not necessary for the work. For work in relation to question 3, please contact Walsall Council Building Control.

[Apply to the Building Safety Regulator for higher-risk buildings on GOV.UK website.](#)

What to provide when applying to Walsall Council Building Control for approval of a Full Plans application.

An application for building control approval with full plans must be accompanied by:

- two copies of the full plans, or
- where [Part B of Schedule 1](#) (fire safety) imposes a requirement in relation to proposed building work, four copies of the full plans (this does not apply where the proposed building work relates only to the erection, extension or material alteration of a dwelling-house or flat).

You can request and submit an application for building control approval with full plans from Walsall Council Building Control by contacting buildingcontrol@walsall.gov.uk or 01922 652600. [Applications can also be downloaded from our website.](#)

Alternatively, you can apply through the Planning Portal website (**additional charges payable to the Planning Portal may apply**).

[The Building Regulations 2010, part 3, regulation 14 article 2a.](#)

[The Building Regulations 2010, part 3, regulation 14 article 4.](#)

Plans are only full plans if they consist of:

- a description of the proposed building work, renovation or replacement of a thermal element, change to the building's energy status or material change of use.
- the plans, particulars and statements required by [paragraphs \(1\), \(1A\) and \(2\) of Regulation 13](#).
- where paragraph [H4 of Schedule 1](#) imposes a requirement, particulars of the precautions to be taken in building over a drain, sewer or disposal main to comply with the requirements of that paragraph and any other plans which are necessary to show that the work would comply with these Regulations.

[The Building Regulations 2010, part 3, regulation 14 article 3](#)

We will notify the applicant of the outcome of the application within five weeks beginning with the date the application is received, or within such longer period agreed in writing with the applicant. If you wish to extend the period of time that we have to notify the applicant of the outcome of the application, you can include this request with the application for building control approval with full plans for consideration.

[The Building Regulations 2010, part 3, regulation 14 article A6](#)

Applicants should be aware that we will as required consult with statutory bodies and pass on those details that you submit on your application form for the purposes of granting the Building Regulations application. Without this data collection, we could not process the application. Applicant details are only passed on to the necessary statutory consultees. If you have any queries regarding this consultation process, please contact us. Further details regarding information rights are available on the [Information Commissioner's Office website](#).

[The Building Regulations 2010, part 3, regulation 15](#)

[The Building Regulations 2010, part 3, regulation 15 article A](#)

In the case of a new dwelling either of the following should be provided:

- a statement should be included informing Walsall Council Building Control whether or not any optional requirement applies to the building work, and if so which, or:
- a statement that planning permission has not yet been granted for the work should be given, and that the information required above will be supplied before the end of a period of twenty-eight days beginning on the day after that permission is granted.

[The Building Regulations 2010, part 3, regulation 13 article 1d.](#)

[The Building Regulations 2010, part 3, regulation 14 article 4.](#)

In the case of the erection of a dwelling, or a building that is to contain one or more dwellings, an application for building control approval with full plans shall be accompanied by:

1. Details of any public electronic communications network in relation to which a connection is to be provided.
2. If an exemption in [Regulation 44ZB](#) is proposed to be relied on, evidence in support of the exemption.
3. If [Regulation 44ZC](#) is proposed to be relied on:
 - 3.1. evidence of the matters mentioned in [Regulation 44ZC\(6\)\(a\) and \(b\)](#), and
 - 3.2. if [paragraph RA1\(1\)\(c\)\(i\) or of Schedule 1](#) is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabit-capable public electronic communications network (as defined by [Regulation 44C](#)) is likely to be installed, in a location relevant for the purposes of [paragraph RA\(1\)\(c\)](#), within the period of 2 years beginning with the day on which the application is given.

[The Building Regulations 2010, part 3, regulation 13 article 2a.](#)

[The Building Regulations 2010, part 3, regulation 14 article 4.](#)

This document provides information for some of the more common building work scenarios. Reference should always be made to the Building Regulations 2010 (as amended) for full details.