Building Regulation Submission

The Building Act 1984
The Building Regulations 2010 (as amended)

Application Number ……. ***(foroff,ce use only)***

Planning Number (if applicable) .....

This Application form is for projects in South Oxfordshire District Council

You are being asked for your name, address, telephone number, and email address so that we can process your application for Building Control purposes.

South Oxfordshire District Council have a statutory duty to process Building Notices and Building Control Application Forms under the Building Act 1984. We are also legally required to keep these records for a 15 year (retention period).

You have the right to request at any time:

1. details of what data we hold about you; please read our webpage on data subject access requests (http://www.southoxon.gov.uk/)
2. that incorrect or out of date information about you be corrected.

If you would like to exercise these rights, please contact us on 01235 422700 or by email on building.control@southandvale.gov.uk
Our records, and those of our contractors/partners, are regularly monitored by auditors to ensure your information is kept securely and used only for the purposes mentioned above.

If you would like to know more about how we use and store your data, please see our webpage (link to 'data protection and you' webpage on appropriate DC)

To help us provide you with the best service we can, we may ask you to take part in consultations. This would typically involve completing a short questionnaire either on paper or online through our website. You may change your mind at any time.
Please tick this box if you would be willing to take part ☐

If you believe we have not handled your personal data as we have described here, please either call 01235 422485 or contact us by email to data.protection@southandvale.gov.uk and your concerns will be fully investigated. If, after we have investigated your concerns, you are not satisfied with our conclusion, you have the right to refer the matter to the Information Commissioner's Office (ICO). You can reach them through this link to their website or call them on 0303 123 1113. Their mailing address is:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Southvale
YOUR LOCAL EXPERTS IN BUILDING CONTROL

Building Regulation Submission

The Building Act 1984
The Building Regulations 2010 (as amended)

Application Number ..... *(for office use only)*
Planning Number (if applicable) .....
CIL reference Number (If applicable) .....

This Application form is for projects in South Oxfordshire District Council

1 **Submission Details** (BLOCK CAPITALS)

This is a FULL PLANS Submission [ ] or BUILDING NOTICE [ ] *please tick as appropriate*

Is this a re- submission for this project? Yes [No [ ]

2 **Address of the Work** .....

.....

Postcode: ..... When do you intend to start? .....

3 **Full Description of Work** *e.g. Erection of single storey extension:* .....

.....

Use of Building eg Dwelling, office, shop....

State present Use: ..... State Proposed Use: .....

NOTE: Buildings put to **"Relevant Use"** see Note 3 over

4 **Applicants Details** **please give full name of owner of the property (BLOCK LETTERS)**

Name: .....

Address: .....

Post Code: ..... Tel: ..... Email: .....

Do you consent to receiving correspondence electronically? Yes [ ] No [ ]

5 **Agents Details (if applicable)** *Full Name and address*

Name: .....

Address: .....

Post Code: ..... Tel: ..... Email: .....

6 Information for Calculating charges: Please make cheques payable to **S**outh **O**xfordshire District **C**ouncil

Charges

Table A: New dwelling no of dwellings .....Charge £	.....
Table B: Extension (s) to dwelling floor area.....m2	Charge £ .....
Table C: Alteration to dwelling, est cost £.....	Charge £ .....
Table D: Non Domestic New Build	Charge £ .....
Table E: Non Domestic Alterations	Charge £ .....
Less any deduction for domestic multiple works Table B + C	-Charge £ .....
Total Charge inc VAT £	.....

7 **Part P**

Will there be any new electrical circuits installed? Yes ... or No .... .

Is your electrician part P registered? Yes ..... or No ..... .

Part J

Does this scheme included a woodburning stove?
Yes ..... or No ....
If yes is it being installed by Hetas installer?
Yes..... Or No .....
Indiviual fee will apply if not installed by Hetas

8 **FULL PLANS APPLICATION**

Submitted in accordance with Regulation 12(2A) (b) and is accompanied by the appropriate charge

Do you consent to an extension of time? Yes or No .....

Do you agree to the plans being passed subject to conditions? Yes or No.....

Name: (print)..... Signature: ..... Date: .....

BUILDING NOTICE

Submitted in accordance with Regulation 12(2A) (a) and is accompanied by the appropriate charge

Name: (print) .... Signature: ..... Date: .....

South Oxfordshire District Council
Listening Learning Leading

Vale of White Horse District Council