

Building and Property Management

Pre-Application advice prior to making a Building Regulation Application



Building control

OFFICIAL USE ONLY

THE BUILDING ACT 1984, THE BUILDING REGULATION 2010 and THE BUILDING (Local Authority) CHARGES REGULATION 2010.

This application will secure the availability of the council's officers for preliminary meeting and/or written comment. However you are accordingly advised that although every endeavour will be made to respond and facilitate this application, it must be on the strict understanding that it is at the sole discretion of the council's given work load and staffing levels at any given time.

Any comment made or advice given during the pre-application will not constitute a formal approval and may be subject to change if the original scheme has changed when the full and final details of the application are submitted.

Please complete both sides of the form.

1a Applicant/Owner

(in block letters)

Name and address of person or persons on whose behalf the work is to be carried out and who is responsible for payment of the fee. Please provide a contact telephone number and email address.

Name
Address
Postcode
Telephone
Mobile
Email

1b Agent/Builder

(in block letters)

Please give profession and address of agent/builder. Please provide a contact telephone number and email address.

Name
Address
Postcode
Telephone
Mobile
Email

2 Please give the full address or location of proposed work

(in block letters)

Address
Postcode

3 Please give a full description of proposed work

(in block letters)

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4 Building use

a. Please state the purpose for which the building/extension will be used:

b. Is the use a designated use under the Regulatory Reform (Fire Safety) Order 2005:

Yes No Don't know

c. If an existing building please state the present use:

d. Please state the number of storeys including basement:

Number

5 List of drawings, plans and any supporting documents submitted with the application

6 Fees and signature

Total estimated cost of work (VAT not applicable)	Net	Total pre-application advice fee
< £100,000.00	£101.00	£101.00
> £100,000.00-< £1,000,000.00	£303.00	£303.00
> £1,000,000.00-< £10,000,000.00	£505.00	£505.00
> £10,000,000.00	£707.00	£707.00

The appropriate fee in this instance is:

Fee £ . Signature Date

I understand this will be retained if the application does not proceed or may be deducted from the appropriate application fee when the application is duly submitted.

Please make cheques payable to 'London Borough of Hammersmith & Fulham', or for debit and credit card payments, please ring 020 8753 3137 or 3939.

Building Control Service

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If there is any part of this publication that you require explained, translated or produced in large print or Braille please telephone 020 8753 3137 or 3939

We are a member of The British Standards Institution (BSI Group) Quality Assured Building Control Service.

