

Building Regulations Application for Building Control Approval with Full Plans (Wales) for non-higher-risk building work - Notes and Checklist

	Is an application for building control approval with full plans suitable?	Regulation	Is this applicable? Yes or No
1	Is the building work etc., in relation to higher-risk building work? An application for building control approval with full plans cannot be granted under the building regulations in such circumstances. Refer to The Building (Higher-Risk Buildings Procedures) (Wales) Regulations 2025 .	2C 2D	
2	Has any part of the work described in an initial notice been carried out and the initial notice has ceased to be in force? If so, Regulation 17 - The Building (Registered Building Control Approvers etc.) (Wales) Regulations 2024 (local authority powers in relation to partly completed work) applies. Note: Compliance should be with the requirements of that regulation and a building regularisation certificate application is not appropriate.	12(7) 17 - The Building (Registered Building Control Approvers etc.) (Wales) Regulations 2024	
3	Is the proposed work to an exempt building or exempt work? An application for building control approval with full plans is not appropriate in these circumstances.	9 Schedule 2	
4	Is the building work being carried out under a self-certification scheme or third party certification scheme exempt from the requirement to apply for building control approval with full plans? An application for building control approval with full plans is not appropriate in these circumstances.	12(6)(a) 20 20A Schedule 3 Schedule 3A	
5	Is the description of the work such where no application for building control approval with full plans is required? An application for building control approval with full plans is not appropriate in these circumstances.	12(6)(b) Schedule 4	
6	Is the work unauthorised? An application for building control approval with full plans is not appropriate in these circumstances.	18(8)	

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 row 1, a higher-risk building application should be made to the Building Control Authority under [The Building \(Higher-Risk Buildings Procedures\) \(Wales\) Regulations 2025](#). Where the response is 'yes' for row 6, a dutyholder may wish to apply for a regularisation certificate under [Regulation 18\(2\)](#). Where the response is 'yes' to any other row, an application for building control approval with full plans is not necessary for the work.

	Is additional information required?	Regulation	Included or not applicable?
7	In the case of the erection or extension of a building, a building notice shall be accompanied by a plan to a scale of not less than 1:1250 showing: - the size and position of the building, or the building as extended, and its relationship to adjoining boundaries - the boundaries of the curtilage of the building, or the building as extended, and the size, position and use of every other building or proposed building within that curtilage - the width and position of any street on or within the boundaries of the curtilage of the building or the building as extended.	13(2)(a)	
		14(3)(b)	
		13(2)(a)(i)	
		14(3)(b)	
8	In the case of the erection or extension of a building, an application for building control approval with full plans shall be accompanied by a statement specifying the number of storeys (each basement level being counted as one storey), in the building to which the proposal relates.	13(2)(a)(ii)	
		14(3)(b)	
9	In the case of the erection or extension of a building, an application for building control approval with full plans shall be accompanied by particulars of: - the provision to be made for the drainage of the building or extension - the steps to be taken to comply with any local enactment which applies.	13(2)(a)(iii)	
		14(3)(b)	
		13(2)(b)	
		14(3)(b)	
		13(2)(c)(i)	
		14(3)(b)	
		13(2)(c)(ii)	
		14(3)(b)	

10	It is important that developers engage with network operators at the earliest opportunity in order to avoid unnecessary delay of relevant building work commencing on site. Where the Connectivity plan is not available at the time of submitting any relevant notice or application to a Building control body, then a Connectivity statement (or similar) should be submitted to the Building control body to demonstrate that this engagement has begun. A model form Connectivity statement is set out in Appendix C which the developer may use or adapt when providing such information. See paragraph 3.2 of Approved Document R volume 1: 2025	44ZAA	
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	Further Information	Regulation
11	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).	14(2)(a) 14(4)
12	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.	14(4)
13	The building control authority must notify the applicant of the outcome of the application within five weeks beginning with the date the application is received by the building control authority, or within such longer period as at any time the authority and the applicant agree in writing. If you wish to extend the period of time that the building control authority has to notify of the outcome of the application, you can include this request with the application for building control approval with full plans for the building control authority to consider.	14D(6)
14	Applicants should be aware that the building control authority will as required consult with statutory bodies and pass on	15 15B

	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 at https://ico.org.uk/	
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	Fee Information	Regulation	Response yes/no
15	Is there an exemption for building work solely required for disabled persons?	4 - The Building (Local Authority Charges) Regulations 2010	
16	Has the appropriate fee been agreed?	5 - The Building (Local Authority Charges) Regulations 2010	
17	Has the payment been provided with the application?	8 - The Building (Local Authority Charges) Regulations 2010	

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

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