

AYLESBURY VALE DISTRICT COUNCIL- BUILDING CONTROL DIVISION

GUIDANCE AS TO CERTAIN INFORMATION WHICH SHOULD BE SHOWN ON DRAWINGS BEING PREPARED FOR BUILDING REGULATION PURPOSES

1. Plans should be drawn to scale in metric units. If you are unable to scale the drawings clearly show dimensions.
2. For extensions and alterations, colour the new work, in order to define it from the existing building.
3. A location plan is required and should be to a scale not less than 1:1250 or other such suitable plan which will allow the site to be identified.
4. A scaled or dimensioned Block Plan is required showing the boundaries of the site and the position of the property in relation to the boundaries, any drains, trees, other buildings or possible hazards.
5. Provide drawings of all relevant elevations showing claddings, windows, doors and other openings.
6. Provide a sectional drawing through the work being carried out.
7. Indicate the use of each room in the building relevant to your proposal.
8. For all new dwellings, an energy rating in accordance with the Governments Standard Assessment Procedure is required no later than 5 days after completion/occupation. It is advisable, however to submit this at an early stage.
9. **Foundations.** Have special regard for the nature of the subsoil and the existence of drains, wells, soakaways or trees (including trees that have been removed). If your foundations encroach upon adjoining premises be sure that you have the necessary permission to do so.
10. **Drains.** Show line and falls of all new drains to outfall. State type of pipe and jointing and method of support and protection to be used (include design for inspection chambers).
11. **Damp proof courses.** Show these in detail wherever they are required. Be sure to include d.p.c's in parapets, wall and roof abutments, chimneys, openings etc.
12. **Underfloors.** Indicate all areas having suspended timber floors and your proposals for underfloor ventilation.
13. **Walls.** Indicate clearly the materials thickness and construction including your special provisions for lateral restraint.
14. **Roofs.** Detail construction and covering. In the case of flat roofs show suitable crossfalls and surface finishes and as with other impervious coverings your arrangements to deal with condensation within the structure.

15. **Thermal Insulation.** Describe the materials used to insulate roofs, wall and floors.
16. **Glazing** provide details of type of glazing, single or double, frame construction and type of material, also provide safety glazing to all critical locations.
17. **Sound Insulation.** Describe the weight and thickness of materials to be used in separating walls and associated structures where sound insulation is required.
18. **Structure.** If structural steelwork or reinforced concrete is to be used, this should be referred to in details and structural calculations. Show type and size of lintels.
19. **Ventilation.** Show means of ventilation for all rooms. Detail trickle ventilation and mechanical ventilation where required.
20. **Stairways.** Provide details to show rise and going of treads, rake and headroom. Also particulars of handrails, balustrades, landings etc.
21. **Sanitary Plumbing.** Show layout and pipe sizes and provision to be made for access for cleansing, prevention of siphonage of traps and thermal movement in UPVC systems.
22. **Refuse disposal** (dwellings). Show position for bin storage and means of access for collection.
23. **Joinery.** Be sure that items of joinery (windows, doors etc.) are properly detailed and/or adequately shielded when exposed to weather. Do not rely on surface coatings or mastics as a substitute for correct design and installations.
24. **Fire Protection.** Specify method of fire protection to floors, walls, columns and beams etc. Include details of all internal linings including translucent roofs.
25. **Fire resisting doors.** Be sure to make it quite clear what sort of door, frame, self-closing device, hinges, and furniture are proposed in each case.

The fire door assemblies shown on the deposited plans should be tested in accordance with the relevant British Standard. A copy of the test certificate will be required for approval before the installation of the fire door.

N.B. Any deviation in the doorset to accommodate a design modification from the original tested door assembly, must be tested to show that it conforms to the relevant British Standard. This includes any change or addition of ironmongery.

26. **Heating appliances** (other than electric). Ensure that the appliance has an adequate air supply and together with any flue is well protected from combustible materials.

IMPORTANT

The above notes number 1-7 are usually required in all cases, but the remainder of the information may be required to a greater or lesser degree, depending on your proposals.

If you have any difficulties please contact the Building Control Division who will be able to advise you.