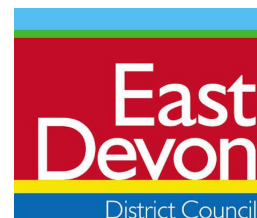


Building Regulations

BUILDING NOTICE

The Building Act 1984 and the Building Regulations 2000 (as amended)



Building Regulations number:

If the proposed works involve work within 3m of a public sewer or works to buildings other than domestic dwellings, please ask before submitting this form. A Full Plans application may be required.

1 Applicant's details

Name: _____
Address: _____
Postcode: _____ Tel: _____ Fax: _____ email: _____

2 Agent's details

Name: _____
Address: _____
Postcode: _____ Tel: _____ Fax: _____ email: _____

3 Location of building to which work relates

Address: _____
Postcode: _____

4 Proposed work

Description: _____
Is the proposed work or any part of it subject to Partnering or a current LANTAC approval? YES/NO*

5 Use of building

1. If new building or extension please state proposed use: _____
2. If existing building please state present use: _____
3. If the building is to be put, or intended to be put, to a use that is designated non domestic for the purposes of the Regulatory Reform (Fire Safety) Order 2005 a Building Notice application cannot be accepted, as a Full Plans submission is required. (See Note 6 overleaf).

6 Services

Means of water supply to the property? _____ Mains/Private*
Method of drainage to the property? _____ Mains/Septic tank/Cesspool/other* _____

7 Charges

Please state number of new dwellings created _____ and the number of types of dwellings _____
If domestic extension less than 60m² please state total additional internal floor area _____ m²
Please state the estimated cost of any other work (excluding VAT): £ _____
Building Notice Charge (including VAT): £ _____

8 Statement

This notice applies to the building work described above and meets Regulation 12(2)(a).
I have read the Guidance Notes overleaf.

Name: _____

Signature: _____

Date: _____

*delete as required

GUIDANCE NOTES

1. **The applicant** is the person on whose behalf the work is being carried out, e.g. the building's owner.

2. **One copy** of this notice should be completed and submitted for the attention of the Building Control Manager.

3. Where the proposed work includes the erection of a new building or extension this notice should be accompanied by the following:

A location plan to a scale of not less than 1:1250 showing:

- The size and the 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.
- Where it is proposed to erect the building or extension over a sewer or drain shown on the relative map of public sewers, the precautions to be taken in building over a sewer or drain.

4. The appropriate charge is dependent upon the type of work proposed. Charge scales and methods of calculation are set out in the **Guidance Notes on Charges**, which is available on request.

5. Subject to certain provisions of the **Public Health Act 1936** owners and occupiers of premises are entitled to have their private foul and surface water drains and sewers connected to the public sewers, where available. Special arrangements apply to trade effluent discharge. Person wishing to make such connections must give not less than 21 days notice to the appropriate authority.

6. Premises currently designated non domestic for the purposes of the **Regulatory Reform (Fire Safety) Order 2005** are:

- Offices & Shops
- Premises providing Sleeping Accommodation (*not private dwellings*)
- Residential Care
- Small & Medium Places of Assembly
- Large Places of Assembly
- Factories & Warehouses
- Theatres & Cinemas
- Educational Premises
- Healthcare Premises (responsibility of the Department of Health)
- Transport Premises and Facilities
- Open Air Events

7. These notes are for general guidance only; particulars regarding the deposit of plans are contained in Regulation 13 of the Building Regulations 2000 and, in respect of charges, in the Building (Local Authority Charges) Regulations 1998.

8. Persons carrying out building work must give notice of the commencement of the work at least two days beforehand.

9. Persons proposing to carry out building work or make a material change of use of a building are reminded that permission may be required under the **Town and Country Planning Act**.

10. This Building Notice shall cease to have effect from three years after it is given to the Council unless the work has been commenced before the expiry of that period.

11. Further information and advice concerning the Building Regulations and planning matters may be obtained from the Council.

12. The personal information you provide will be processed by the Council in connection with the relevant legislation. Your personal information will not be disclosed to a third party. However, information may be used in furtherance of Section 17 of the Crime and Disorder Act.

13. **If in doubt, please ask.**

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