

Building Regulations 2000

APRIL 2005

Building Notice Form

FOR OFFICE USE ONLY	Number	Revised Fee	Date Received	CH	
	Fee Paid	Date Paid		CA	
	Receipt Number	Receipt Number		AP	
				AG	

Please complete this form in BLACK INK with block capitals and answer all questions. If you have any difficulty please ask for advice at any Building Control Office (see reverse).

- Notes**
- The local authority has powers under regulation 13 (5) to request plans at any stage during work to enable them to ascertain that work complies with Building Regulations.
 - Notice of commencement is required at least 2 days before work starts.
 - 1 copy of this form to be submitted + appropriate fee + additional information under note 12 overleaf.
 - A Building Notice application can not be used, where it is intended to build over or adjacent to a drain, sewer or disposal main, shown on the Sewerage Undertakers map of sewers A Full Plans application must be submitted. The Sewerage Undertakers map of sewers may be inspected on Council premises at Building Control, Jacobs Well, Bradford BD1 5RW.
FAILURE TO ENCLOSE THE APPROPRIATE FEE INVALIDATES THIS NOTICE.

1 Statement I/We hereby give notice in accordance with Building Regulation 12 (2) (a) of my/our intention to carry out the domestic building work described in Section 3 and 5, of the Building Regulations 2000.

2 Applicant's Name & Address

Name.....
 Address.....
 Postcode.....
 Telephone Number..... Fax Number.....
 Are you the owner of the building? (please tick) Yes No

3 Builder's Name & Address (Details of contractor if different from the applicant)

Name.....
 Address.....
 Postcode.....
 Telephone Number..... Fax Number.....

4 Full Address of Proposed Work

Address.....
 Postcode.....

5 Proposed Use of Building

.....
 Present use (if vacant, last known use).....

6 Description of Proposed Work

.....
 Total Floor Area..... sq.m.
 Total Floor Area of Each Dwelling (if applicable)..... sq.m. Total Volume..... cu.m.

7 Fee Please consult the three fee tables to decide which one applies to your work. If table 3 applies you must disclose the estimated cost of the work.

Estimated Cost.....
 Fee applicable to the proposed work, Fee £..... VAT £..... Total Fee £.....



8 VAT Do you require a VAT invoice? VAT Registration Number 180 8082 62 Yes No

9 Water Please indicate which of the following apply:
A. WATER SUPPLY: Mains Borehole Spring Well Other Please state
B. SURFACE WATER DRAINAGE: Mains Soakaway Watercourse Other Please state
C. FOUL WATER DRAINAGE: Mains Septic Tank Cesspool Other Please state

10 Number of Dwellings Where creating new dwellings, please indicate the dwelling provider
PRIVATE SECTOR REGISTERED SOCIAL LANDLORD LOCAL AUTHORITY
If the work relates to new dwellings, state the number of dwellings
If the number of dwellings is different from the number of buildings, state the number of buildings

11 Planning Permission Do you intend to seek Planning Permission? YES NO
If obtained, state date and application number

12 Additional Information
In all cases, the following additional information **must be provided otherwise this notice is not valid and work must not be started.**

Please provide the additional information where required, in written notes or a drawing format. **Tick box if information is supplied**

(a) A block Plan/location plan to a scale not less than 1:1250 showing:

(1) Size and position of the building/extension and its relationship to adjoining boundaries.

(2) The boundaries of the curtilage of the building together with the size, position and use of other buildings within the same curtilage.

(3) The width and position of any street adjoining the boundaries of the curtilage of the building.

(b) Please state the number of storeys in the building.

(c) Particulars of the provision of drainage of the building/extension.
For office use only: This development is built on or over a sewer etc marked on the Map of Sewers. YES NO

Windows: If this application involves work to replace existing windows frames, please provide details of the existing window profiles and opening lights.

Electrical installation - details of the work proposed and the name and address of the Electrical Contractor/Installer. (Note the additional charges associated with this work on the tables of Building Regulation Charges - table 3) Notice must be given so that inspection at 1st fix can be arranged.

13 Commencement of Work I/We intend to commence building work on:
If the date is not yet known, please telephone the relevant office 2 days before work is to start.

Signature Applicant/Builder Date

ON SATISFACTORY COMPLETION OF THE WORK A COMPLETION CERTIFICATE WILL BE ISSUED