BUILDING NOTICE

RUSHMOOR BOROUGH COUNCIL BUILDING CONTROL
Council Offices, Farnborough Road, Farnborough,Hampshire, GU14 7JU
Telephone: 01252 398715 email: buildingcontrol@rushmoor.gov.uk

FOR OFFICE USE
Receipt No.

I give below information as required by Regulation 12(2)(a)

1 **Name of Owner/ Developer** _____

Address _____

_____

Post Code _____ **Tel. No.** _____

1a **Name of Agent (if any)** _____

Address _____

_____

Post Code _____ **Tel. No.** _____

2 **Location/Site of Building** _____

3 **Description of Proposed Work/Change of Use** _____

_____

4 **Number of Storeys** _____

5 **Proposed Use of Building/Extension** _____

6 **Details of building over Public Sewer** (if applicable)

7 Mode of: a) Foul drainage _____ c) Water supply _____

b) Surface water drainage _____

8 **Domestic Electrical Work**
(to be completed for all domestic applications that include electrical work)

Will a competent electrician, who is registered with a Part P self-certifying scheme, carry out the electrical installation? YES/NO
If **YES**, please supply the Trade Association (eg. NICEIC etc) Reg Number
(If **NO**, see note overleaf)

9 **FEES** – VAT will be charged (where applicable) at the standard rate

a **Standard Charges** **TABLE A** Please state number of dwellings _____
TABLE B - E Please state floor area _____m^2 and/or estimate of cost of works **£**____

b **Individually Determined Fees**
Please state floor area _____m^2 ,estimate of cost of work **£** _____

Duration of project _____ months

Building Notice Fee Net **£**_____ plus VAT(where applicable) **£**_____ Total **£**_____

10 **Statement -** This notice is given in relation to the building work as described, and is submitted in accordance with Regulation 12 (12) (a)

Name _____ **Signature** _____ **Date** _____

Notes

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

2 Two copies of this notice should be completed and submitted

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

3.1 A block plan to a scale not less than 1:1250 showing:-

3.1.1 The size and the position of the building, or the building as extended, and its relationship to adjoining boundaries;

3.1.2 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;

3.1.3 The width and position of any street on or within the boundaries of the curtilage of the building, or the building as extended;

3.1.4 The provision to be made for the drainage of the building or extension.

3.2 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 Where the proposed work involves the insertion of insulating material into the cavity walls of a building this building notice shall be acompanied by a statement as to:

4.1 The name and type of insulating material to be used;

4.2 Whether or not the insulating material is approved by the British Board of Agreement for the insertion of that material.

4.3 Whether or not the installer is a person who is the subject fo a Bristish Standards Institution Certificate of Registration or has been approved by the British Board of Agreement of the insertion of that material.

5 Where the proposed work involves the provision of an unvented hot water storage system, this building notice shall be accompanied by a statement as to:

5.1 The name, make, model and type of hot water storage system to be installed;

5.2 The name of the body, if any, which has approved or certified that the system is capable of performing in a way which satisfies the requirements of Part G of Schedule 1 to the Building Regulations 2010.

5.3 The name of the body, if any, which has issued any current registered operative identity card to the installer or proposed installer of the system.

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

7 A fee is usually payable to contribute towards the cost of site inspections, being a single payment which covers the necessary site visits until satisfactory completion of the work in accordance with the Building Regulations (Supplementary charges may apply)

8 The building notice fee is calculated in accordance with current fees regulations and is payable at the time of submission. A Guidance Note on Fees is available on request.

There are two methods for establishing the fee, Standard Charges for common types of wrok found in Tables A – E on the Guidance Notes on Charges and Individually Determined Fees for other types of work.

9 Notes relating to Domestic Electrical Work
The Council will require that you provide certification of satisfactory testing and inspection for all work not carried out under the Competent Persons Scheme. This requirement may unfortunately increase the cost of the application and may cause a delay (arranging for another electrician to carry out an inspection and test).

10 These notes are for general guidance only, particulars regarding the submission of Building Notices are contained in Regulations 2010 and, in respect of fees, in the uilding (Local Authority Charges) Regulations 2010.

11 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 Acts.

12 Further information and advice concerning the Building Regulations and Planning matters may be obtained from your Local Authority.

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

Please note that the information contained on this form will not be treated as confidential and will be available for public inspection. The information may also be computerised, made available on the Council's internet site, and used for statistical purposes (Data Protection Act 1998).