

Building Control Building Notice

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

This form is to be completed by the applicant or installer.
Please type of use Block capitals.
If you need assistance with this form please consult the local
Building Control Section

A Building Notice may not be used for work in connection
with a building which has a 'relevant use' as defined in
Regulation 12(1). (see note 10 overleaf)

Great Yarmouth Borough Council
Planning & Development
Maltings House
Malthouse Lane
Gorleston
Great Yarmouth
NR31 0GY

Telephone: (01493) 846396
Facsimile: (01493)846110

email: buildingcontrol@great-yarmouth.gov.uk



**GREAT
YARMOUTH**
BOROUGH COUNCIL

1 Applicant's Details

Name:
Address:
..... Postcode: Tel:

2 Agent's Details (if applicable)

Name:
Address:
..... Postcode: Tel:

3 Location of building to which work relates

Address:
..... Postcode: Tel:

4 Proposed Work

Description:
.....
.....
.....

5 Use of building

1. If new building or extension, state proposed use: (e.g. residential).....
2. If existing building, state present use:.....

6 Commencement Date (if known)

.....

7 Charges

New Dwellings:	No. of dwellings.....			
	Charges £.....	VAT £.....	Total £.....	
Extensions and garages:	Floor Area (m²).....			
	Charges £.....	VAT £.....	Total £.....	
Other work:	Total Estimated Cost £.....			
	Building Notice Charge £.....	VAT £.....	Total £.....	

Statement

This notice is given in relation to the building as described, and is submitted in accordance with Regulation 12 (2) (a).

Name: **Date:**.....

Signature:.....

Note: A Building Notice ceases to have effect on the expiry of three years from the date of submission unless the work has been commenced

DATA PROTECTION – please note that information on this form will be recorded on computer, and is subject to the provisions of the Data Protection Act, and the terms of the Council's registration.



NOTES:

1. One copy of this notice should be completed and submitted.
 2. Where the proposed work includes the erection of a new building or extension this notice shall be accompanied by the following:
 - 2.1 a block plan to a scale of not less than 1:1250 showing:
 - 2.1.1 the size and the position of the building, or the building as extended and its relationship to adjoining boundaries;
 - 2.1.2 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;
 - 2.1.3 the width and position of any street on or within the boundaries of the curtilage of the building or extension;
 - 2.1.4 the provision to be made for the drainage of the building or extension.
 - 2.2 a statement of the number of storeys in the building to which the proposal relates.
 - 2.3 where it is proposed to erect the building or extension over a sewer or drains shown on the relative map of public sewers, precautions are to be taken in building over a sewer or drain.
 3. Where the proposed work involves the insertion of insulating material into the cavity walls of a building this building notice shall be accompanied by a statement as to:
 - 3.1 the name and type of insulating material to be used;
 - 3.2 whether or not the insulating material is approved by the British Board of Agrément or conforms to a British Standard specification;
 - 3.3 whether or not the installer is a person who is the subject of a British Standards Institution Certificate of Registration or has been approved by the British Board of Agrément for the insertion of that material.
 4. 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:
 - 4.1 the name, make, model and type of hot water storage system to be installed;
 - 4.2 the name of the body, if any, which has approved or certified that system is capable of performing in a way which satisfies the requirements of paragraph G3 of Schedule 1 of the Building Regulations 2000 (as amended);
 - 4.3 the name of the body, if any which has issued any current registered operative identity card to the installer of the system.
 5. A building notice charge is the combined plan charge and inspection charge and is payable when this notice is deposited with this authority. The charge is usually payable to contribute towards the cost of site visits until satisfactory completion of the work in accordance with the Building Regulations. A Guidance Note on Charges is available on request.
 6. 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 and sewer connected to public sewers, where available. Special arrangements apply to trade effluent discharge. Persons wishing to make such connections should in addition to applying for approval under Building Regulations, contact Anglian Water Services Limited, Yare House, 62-64 Thorpe Road Norwich. Telephone (01603) 247275.
 7. The above notes are for general guidance only, particulars regarding the submission of Building Notices are contained in Regulation 13 of the Building Regulations 2000 (as amended) and in respect of charges, in the Great Yarmouth Borough Council Building Regulation Charges Scheme.
 8. 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.
 9. Further information and advice concerning Building Control and Planning matters may be obtained from your Local Authority.
 10. The Regulatory Reform (Fire Safety) Order 2005 applies to all premises that are 'workplaces' and imposes a duty on the responsible person to comply with its requirements. Workplace includes any premises or parts of premises, not being domestic premises, used for the purposes of an employer's undertaking and which are made available to an employee as a place of work. The above legislation also applies to any building or part of a building that is not a dwelling, but incorporates a common area e.g. flats.
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