

BUILDING NOTICE

The Building Act 1984

The Building Regulations 2010

This form is to be completed by the person(s) intending to carry out building work or their agent.

Application Reference Number:
(Office use only)

Kettering Borough Council is committed to protecting your privacy when using our services. Before completing this form, please read our Privacy Notice at www.kettering.gov.uk/privacynoticebuildingcontrol which tells you how we use your information, who we may share it with and why. It also details what you can do if you have any concerns and how to request the information we hold about you.

1 Applicant Details (see note 1)

Name:

Address:

Postcode:

Tel:

Email:

2 Agent Details (if applicable)

Name:

Address:

Postcode:

Tel:

Email:

3 Location to which work relates

Address:

Postcode:

4 Proposed Work

Description:

5 Use of Building

State Present Use:

State Proposed Use:

6 Domestic Electrical Works

Indicate whether you intend to use a registered Part P electrical installer

YES / NO

(If NO, arrangements should be made for inspection and test by a competent electrician)

7 Fees Please call 01536 534250 for a hassle-free, quick and easy quote

TOTAL £

inc VAT

8 Building Notice Statement

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

Name:

Signature:

Date:

For assistance please call the Building Control team direct on 01536 534250

Kettering
Borough Council

Building Control, Municipal Offices,
Bowling Green Road, Kettering, NN15 7QX
Email: buildingcontrol@kettering.gov.uk
Web: www.kettering.gov.uk/buildingcontrol



NOTES

1 What should be submitted to the Local Authority before commencing work

Before you undertake any work, you, or your agent (*i.e. builder, architect etc.*) must advise the Local Authority either by submitting Full Plans for approval or through a Building Notice

2 The Building Regulations Application

Section 16 of the Building Act 1984 provides for the passing of plans subject to conditions.

The conditions may specify modifications to the deposited plans and/or that further plans shall be deposited.

Persons proposing to carry out building work, or make a material change of use of a building, are reminded that permissions may be required under Town & Country Planning Acts. Telephone 01536 534316

A completion certificate will be provided following satisfactory completion of the building work

A Building Notice/Full Plans application shall cease to have effect from 3 years after the acceptance/approval date by the Local Authority unless the work has commenced before the expiry of that period.

3 The Building Notice Application

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

A block plan to scale of not less than 1:1250 showing:
(1) The size and position of the building, or the building as extended, and its relationship to adjoining boundaries, together with any other building within that curtilage: (2) the provision to be made for drainage of the building or extension: (3) 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 These notes are for general guidance only

A Building Notice shall cease to have effect from 3 years after it is given to the Local Authority unless the work has been commenced before the expiry of that period.

Particulars regarding the submission of Building Notices are contained in Regulation 13 of the Building Regulations 2010 and, in respect of charges, in the Council's Scheme of Charges.

5 Regulatory Reform (Fire Safety) Order

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.

6 Electrical Work

Electrical work carried out in 'dwellings' must be notified to the Local Building Control Body. The notification must be made before the work starts, unless it is to be carried out by a competent person who is on an Approved Register and who is capable or self-certifying their own work.

7 Fee Quote

The factors taken into account in determining this Building Regulation fee quotation are those set out in The Building (Local Authority Charges) Regulations 2010 Section 7(5), and based solely on the information provided by the customer at the time of quotation. This quotation may be subject to amendment if there are any significant inaccuracies in the information provided to us to determine this quote.

The Building Regulations Charges

The charge for a Building Notice application must be paid when the notice is submitted to the Council.

All charges are subject to VAT at the appropriate rate.

Should you require clarification relating to any part of this form, further information and advice concerning Building Regulations and Planning matter may be obtained from your Local Authority.

Kettering
Borough Council