

IMPORTANT INFORMATION

Please note the following before submitting this Building Notice application: -

1. A Building Notice **cannot** be used in the following situations: -
 - Any work where the Regulatory Reform (Fire Safety) Order 2005 applies i.e. anything other than a “single family dwelling”.
 - The erection or extension (includes detached buildings) of a dwelling or flat that will be built over or within 3m/5m of a public sewer (please consult Severn Trent Water Ltd first on 0800 783 4444)
 - A new dwelling fronting a private street.
2. Under Regulation 13(5) of the Building Regulations 2000 (as amended), we require you by not later than the commencement work on site, to provide the following information in support of your application: -
 - Where work involves structural beams, columns etc, these must be substantiated by calculations.
 - Where work involves a loft conversion, full layout plans of the ground, first, and second floors together with a brief specification and the calculations indicated above must be provided. Details of the floor construction must also be provided, in particular the floor joist support and trimmer sizes.
 - Where work involves an extension or alteration that is substantially glazed (greater than 25% of the extension floor area), a heat loss calculation must be provided.
 - Where work involves the provision of a septic tank, or similar such drainage, the design of the tank must be substantiated by a percolation test.
 - Where work involves an electrical installation not undertaken by a ‘Part P’ registered electrician, a suitably qualified electrician must provide a test certificate.
 - If building new dwellings or flats please contact Building Control to determine what sound testing is required. In addition a ‘DER’ and ‘TER’ will be required, see Approved Document L1A for guidance.
 - This application will only be valid for a period of three years from the date of submission. You can start work at any point up to the three years, but please note that the Building Regulation standards applied to the project will be those in force at the time of commencement not submission. Where there have not been any Building Regulation changes, your application **may** remain valid beyond the three years.

Provision of this information before work commences will allow your project to run smoothly. The District Council cannot be held responsible for any delays or additional costs as a result of the information not being provided. Please note that since there is no ‘approved plan’ the above is not an exhaustive list, and we may ask for other information. Further more you should be aware of the following: -

3. The inspections that Building Control undertakes should not be confused with full site supervision. For further advice on site supervision services you should contact an Architect, Builder or Surveyor. The Completion Certificate that the council will issue is not a guarantee or warranty and the Council are not responsible for any economic loss due to defects or failure to meet the minimum requirements of the Building Regulations.
4. It is important that you notify the local authority as each relevant stage is reached once work has commenced. Should you not do so we will ask you to expose un-inspected work, not release a completion certificate, or use our enforcement powers.

