



BUILDING NOTICE

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

Sussex Building Control, Park North, North Street
Horsham, West Sussex, RH12 1RL
Telephone: (01403) 215151 Fax: (01403) 215599
Web: www.sussexbuildingcontrol.org Email: building.control@horsham.gov.uk

Building Regulations
Application Number:

*This form is to be filled in by the person who intends to carry out building work or agent.
If the form is unfamiliar please read the notes which follow or consult Sussex Building Control.*

1 Applicant's details (see note 1)

Name:

Address:

Postcode:

Tel:

Fax:

email:

2 Agent's details (if applicable)

Name:

Address:

Postcode:

Tel:

Fax:

email:

3 Address/location of building to which work relates

4 Proposed work

Description:

Mode of drainage: Foul -

Surface water -

5 Use of Building

1. If new building or extension please state proposed use:

2. If existing building state present use:

Please note that a Building Notice cannot be used where (a) the Fire Safety Order applies, or (b) where you are 'building over' a sewer. A Full Plans Application is required for the work.

6 Charges (see SEPARATE Charges sheet)

Building notice charge: £

plus VAT at 17½%:

Total: £

Total floor area of any new building or extension:m²

Estimate of *total* cost of work shown on plans (£ excluding VAT.)

The appropriate charge should be submitted with this notice.

Cheques to be made payable to Horsham District Council.

7 Statement

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

I hereby consent to the Council using any of the information given in accordance with the Data Protection Act 1998.

Data Protection Act 1998.

1. In connection with the permission, consent, approval, financial or other assistance for which this application is made;
2. for the furtherance of any of the Council's statutory purposes;
3. for the purpose of sharing with any of its statutory partners;
4. in connection with the prevention and detection of fraud or evasion of tax; and
5. for the purposes of statutory monitoring or regulatory compliance requirements.

Signature: _____ Date: _____

NOTES

1. The applicant is the person on whose behalf the work is being carried out, e.g. the building's owner.
2. One copy only of this notice should be completed and submitted.
3. Where the proposed work includes the erection of a new building or extension, this notice should be accompanied by the following:
 - a block plan of a scale not less than 1:1250 showing:
 - the size and the position of the building, or the building as extended and its relationship to adjoining boundaries;
 - 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;
 - the width and position of any street on or within the boundaries of the curtilage of the building or the building as extended;
 - the provision to be made for the drainage of the building or extension.
4. Where the proposed work involves the provision of an unvented hot water storage system, this building notice must be accompanied by a statement as to :
 - the name, make, model and type of hot water storage system to be installed;
 - 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 of the Building Regulations 2000;
 - 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.
5. Persons carrying out building work must give notice of the commencement of the work at least two days beforehand.
6. The building notice charge is calculated in accordance with current charges regulations and is normally payable at the time of submission. A Guidance Note of Charges is available on request.

Table A specifies the plan and inspection charges payable for new dwellings. Table B specifies the charges payable for small alterations and extensions to a dwelling house, and the addition of a small garage or carport. Table C specifies the charges payable for all other cases.
7. These notes are for general guidance only, particulars regarding the submission of Building Notices are contained in Regulation 13 of the Building Regulations 2000 and, in respect of charges, in the Building (Charges) Regulations 1998.
8. 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 of that period.
9. The Regulatory Reform (Fire Safety) Order 2005 reforms the law relating to fire safety in non-domestic Premises. Specifically it replaces fire certification under The Fire Precautions Act 1971 with a general duty to take such fire precautions as may be reasonable required to ensure that premises are safe for the occupants and those in the immediate vicinity and a general duty to carry out risk assessment.

Premises where the Fire Safety Order applies

- All non domestic buildings
- Common parts of apartment buildings
- Shared parts of houses in multiple occupation

Note:- Some exclusions apply such as certain mines, vehicles and land forming part of an agricultural or forestry undertaking.

**If you require this information in an alternative format
contact Sussex Building Control on 01403 215151.**

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Sussex Building Control providing services on behalf of:



a member of:

