

'Building Notice' Application

The Building Act 1984 / The Building Regulations 2010



Council of the
ISLES OF SCILLY

Office use only

1 Applicants details – the person for whom the work is being carried out, i.e. the building owner

Name:

Address (inc post code):

Phone / fax / e-mail:

2 Agents details – if applicable

Name:

Your ref:

Company name:

Address (inc post code):

Phone / fax / e-mail:

Will you be carrying out site inspections ?

3 Location of building

Address (inc post code):

4 Work to be carried out and use of building (see note 3 on reverse of this form)

Description:

Existing & proposed use:

5 Charges (see our scale of charges)

Estimated cost of work £

Floor area of extensions and non domestic new build

Plan charge (Including VAT) £

6 Services

How is drinking water supplied ?

Mains / borehole / spring / other

What sort of foul drainage is proposed ?

Sewer / septic tank / cesspool / other

What sort of storm drainage is proposed ?

Sewer / soakaway / watercourse / other

7 Additional information

Planning application reference number (if this applies)

8 Electrical Installations

Will any electrical installation be carried out by:-

1. An electrician registered with a competent persons self certification scheme Y/N

2. An electrician qualified to sign a BS7671 design, installation and testing certificate Y/N

9 Statement

This notice applies to the building work described above and meets the requirements of regulation 12(2)(a). I enclose the correct charge and understand a completion certificate will be issued on satisfactory completion.

Name:

Signature:

Date:

Continued on the back

This Building Regulation 'Building Notice' application form should be sent to the following address:-

Building Control, Council of the Isles of Scilly, Old Wesleyan Chapel, Garrison Lane, St Mary's, Isles of Scilly, TR21 0JD

T: 01720 424350 E: planning@scilly.gov.uk

Data Protection

We will keep any information you give us, in our records, including on computer. We will only use it for the purposes for which you gave it to us and to provide other council services. We will not sell or give the information to a third organisation, unless it is for anonymous survey, or in connection with government anti-fraud investigations.

General notes

1. The applicant is the person on whose behalf the work is being carried out, i.e., the building owner.
2. The fee is dependant on the type of work proposed, please see our separate fee guidance. You may be able to be considered for a 'disabled persons' exemption. Any cheques should be made payable to the Council of the Isles of Scilly
3. This form **cannot** be used for work to non domestic buildings, any type of dwelling let as holiday accommodation or flats which have common areas.
4. Anyone proposing building works are reminded that a separate permission under The Town & County Planning Acts, may be required.
5. Prior to starting work on site, 48 hours notice of commencement must be provided to the council.
6. Further information and advice in respect of Building Regulations can be obtained from your local council, as detailed at the top of this sheet.

Finally, a checklist

Have you done the following ?

- | | |
|---|--------------------------|
| 1 Filled in all parts of the form... | <input type="checkbox"/> |
| 2 Provided a site location plan, including boundaries... | <input type="checkbox"/> |
| 3 Provided a cheque for the correct charge... | <input type="checkbox"/> |