Sussex Building Control

Horsham District Council

Building Notice Application

The Building Act 1984. The Building Regulations 2010

1 **Contact information for various interested parties:** (Please state if the details are not known or not applicable)

Client (Person/Company requesting the building work):

Title Forename Surname

Name:

Organisation

Name/No.

Street:

Locality:

City Postcode (Enter N/A if unknown)

Tel:

Email:

Agent/Architect (If Applicable):

Title Forename Surname

Name:

Organisation

Name/No.

Street:

Locality:

City Postcode (Enter N/A if unknown)

Tel:

Email:

2 **Site this application relates to**

Organisation

Name/No

Street

Locality

Town/City Post Code (Enter N/A if unknown)

Brief description of the proposed building works

Type of work (Domestic / Commercial / Mixed) Please indicate

Use of Building

1. If a new building or extension, what will it be used for?
2. If new dwellings are being erected, please indicate the number of dwellings for each category

Private Enterprise Social Landlord Local Authority

3. If not a new building, what is it used for now?
4. How many storeys does the current building have?

3 **Charge** accompanying this application:

Our preferred method of payment is now via our electronic payment portal. Once your application has been **validated** by us, we will send you a **payment link** by **email**.

Please indicate who this pay-link should be sent to:(Client / Agent / Other) please indicate)

If other you must provide details

Contact Name

Street Address

Locality

Town/City Post Code

Phone Email

4 Charges

If you have already been quoted a figure, please provide details

Any further information which may assist in calculating the correct charge?

Calculated charges if known. Full Plans Charge: £ +VAT: £ = Total: £

Is the proposed works for the sole benefit of a disabled person? Proof will be required. ☐

5 Electrical Work

If the works include the carrying out of controlled electrical work in a dwelling house, flat or associated gardens and outbuildings, are you using an installer who is registered with a relevant competent persons scheme? (Yes / No) Please indicate

Please note that where a registered electrical installer is not being used, a supplementary building control charge may be payable.

6 Additional Information

1. Provision for disposal of Foul Water:

2. Provision for disposal of Surface and Roof Water:

3. Planning Application Reference Numbers (if applicable)

4. **In the case of a new dwelling** either of the following should be provided—
(i) a statement whether or not any optional requirements with respect to part G and Part M imposed by the planning permission applies to the building work, and if so which, or
(ii) a statement that planning permission has not yet been granted for the work and that the information required by subparagraph(i) will be supplied before the end of a period of twenty-eight days beginning on the day after that permission is granted.

5. **In the case of the erection of a dwelling**, **or a building that is to contain one or more dwellings,** a building notice shall be accompanied by –
(a) particulars of any public electronic communications network in relation to which a connection is to be provided,
(b) if an exemption in Regulation 44ZB is proposed to be relied on, evidence in support of the exemption, and
(c) if Regulation 44ZC is proposed to be relied on -
(i) evidence of the matters mentioned in Regulation 44ZC(6)(a) and (b), and
(ii) if paragraph RA1(1)(c)(i) or of Schedule 1 is also proposed to be relied on, evidence of the steps taken to establish whether, and if so where, a distribution point for a gigabitcapable public electronic communications network (as defined by Regulation 44C) is likely to be installed, in a location relevant for the purposes of paragraph RA(1)(c), within the period of 2 years beginning with the day on which the notice is given.

6. Any other information you would like to make us aware of.

7 Required documents

Please use the "**Add Supporting Documents**" button in the toolbar below to upload your supporting plans and documents.
Please note PDF file format is preferred.

8 Statement

This Notice is given in relation to the building work as described, is submitted in accordance with regulations 12(2)(a) together with the appropriate charge payment. I confirm that I have read the notes of guidance before completing this form.

I agree ☐ and Sign here (enter your name)

Date

Data Protection Declaration

The local authority is the Data Controller for the purposes of data protection legislation. All personal information is held and processed in accordance with this. Please refer to our Privacy Notices published on our website. Please contact us if you need the privacy notice in an alternative format.