

Do I Need Building Regulation Permission?

The Building Act 1984 / The Building Regulations 2010



Office use only

1 Notifiers details

Name:
Address (inc post code):
Phone / fax / e-mail:

2 Agents details – complete if someone else is acting for you

Name: Your ref:
Company name:
Address (inc post code):
Phone / fax / e-mail:

3 Location of building

Address (inc post code):

4 Description of the work to be carried out

Please provide a written description of the work in the space below and complete the checklist overleaf. If you require further guidance, please ring and ask for a surveyor. We may not be able to complete this service if you cannot provide sufficient information but we will contact you if we should require more.

5 Declaration

I undertake to carry out the works as specified and understand that Building Regulation legislation is subject to change and that the Council's decision as to whether or not your proposals are exempt maybe subject to change.

Approximate date of commencement

Name: Signature: Date:

6 Advisory Notes:

This notification is for Building Regulation matters only, and you must also check with Planning in respect of any Planning Permission that may be required.

You must not build near or over a public sewer. We keep copies of sewer maps at our offices for your information, alternatively, you can check with South West Water separately.

Please complete this table to help us identify the category of work. If you can tick all boxes in a category then it is likely that the work will be exempt. If you are unable to tick the box then contact us for further advice before sending this form in. See contact numbers below	
A very small detached building	Tick
Detached single story and	
Internal floor not bigger than 15m ² and	
No sleeping accommodation	
Small detached exempt building (i.e., garage, store, workshop etc)	Tick
Detached and	
Single storey and	
Internal floor area below 30m ² and	
No sleeping accommodation and	
At least 1m from the boundary or	
Built mainly of non-combustible materials eg concrete block walls and timber roof timbers covered with tiles or slates	
Extensions (internal floor area up to 30m²)	Tick
A conservatory (which has at least 75% of the roof area and at least 50% of the wall area constructed of translucent material) or porch, built at ground level and glazed to regulation stand or	
I am not creating a new opening into the existing dwelling or enlarging an existing opening	
I am not extending the heating system from the dwelling into the extension	
A covered yard or passage, or	
A carport open on two sides	

This form can be sent to any of the following address :-

Cornwall Council Building Control Services, St Clement Street, Truro, TR1 1DT.
T:0300 1234 151 E: buildingcontrol@cornwall.gov.uk

Data Protection Act 1998

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 give it to us and to provide other Council Services. We will not sell the information or give it to another organisation, unless it is for a survey and will be anonymous or it is in connection with government anti-fraud investigations. The public will be able to look at the information we have about you.