

BUILDING NOTICE

The Building Act 1984, The Building Safety Act 2022 and The Building Regulations 2010



IMPORTANT: THIS NOTICE CANNOT BE USED IF THE WORK INVOLVES BUILDING NEAR TO OR OVER A PUBLIC SEWER ABOVE 150MM DIAMETER, OR IF THE BUILDING IS SUBJECT TO THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005.

Building Regulation Application No

If you need any help with preparing your application, please read the notes with this form or contact the Building Control Office at Solihull

Building Control
 Planning, Design and Engagement Services
 Economy and Infrastructure Directorate
 Council House
 Manor Square
 Solihull
 B91 3QB
 Tel: 0121-704 8008
[Email: buildingcontrol@solihull.gov.uk](mailto:buildingcontrol@solihull.gov.uk)

(Office use only)

Please type or use block capitals.

<p>1. Applicant's details to be completed in Full (see note 1)</p> <p>Name :</p> <p>Address:</p> <p>.....</p> <p>Post code: Tel:</p> <p>E-mail:</p>	<p>2. Agent's details – practice details (if applicable)</p> <p>Name:</p> <p>Address:</p> <p>.....</p> <p>Post code: Tel:</p> <p>E-mail:</p>
<p>3. Client's (Building owner) details to be completed in Full (if the client is not the applicant)</p> <p>Name :</p> <p>Address:</p> <p>.....</p> <p>Post code: Tel:</p> <p>E-mail:</p>	<p>4. Principal Designer's (or Sole or Lead Designer) details if different from Agent details in 2 above (This should be a named individual)</p> <p>Name:</p> <p>Address:</p> <p>.....</p> <p>Post code: Tel:</p> <p>E-mail:</p>
<p>5. Principal Contractor# (or Sole or Lead Contractor) (This should be a named individual) if known at the time of submission. Note: this information must be provided prior to a completion certificate being issued.</p> <p>Name:</p> <p>Address:</p> <p>.....</p> <p>Post code: Tel:</p> <p>E-mail:</p>	<p>6. Address/Location of building to which work relates</p>
<p>7. Description of Proposed work:</p>	
<p>8. Information about existing and proposed work:</p>	

Please note that this is not a planning application. If planning permission is required for the proposed work, a separate application must be made. Information on the need for planning permission can be found on the Council's web site at www.solihull.gov.uk/planning. Alternatively, please call our Contact Centre on telephone No 0121 704 8008.

a) Details of the current use of the building, including the current use of each storey:	
b) Description of the intended use of the building, including the intended use of each storey:	
c) The height of the building:	
d) The height of the building after the proposed work is complete*:	
e) No of storeys to the building:	
f) The number of storey's in the building after the proposed works:	
g) The provision to be made for the drainage of the building for both foul and storm water**:	
h) The steps to be taken to comply with any local enactment that may apply:	
i) The steps to be taken to comply with any local enactment that may apply:	

Note that the number of storeys should be determined in accordance with Regulation 6 of the Higher-Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023: <https://www.legislation.gov.uk/ukxi/2023/275/regulation/6/made>

**Please note Where paragraph H4 of Schedule 1 imposes a requirement; and the map of public sewers denotes a mains public foul or surface water sewer is onsite and within 3m of any proposed extension a Building Notice application cannot be used and we would instead advise you to submit a Full Plans application. As part of this application, you will be required to confirm the precautions to be taken in the building over a drain, sewer or disposal main to comply with the requirements of that paragraph

9. Domestic electrical work (to be completed for all domestic applications that include electrical work)	<input type="checkbox"/>
Will a competent electrician who is registered with a Part P (Electrical Safety) Competent Persons Scheme carry out the electrical installation work? If the answer to this question is no, then please refer to notes overleaf.	Yes
10. Completion Certificate Do you require a completion certificate following satisfactory completion of the building work?	<input type="checkbox"/>
	Yes
11. Is the building a building to which the Regulatory Reform (Fire Safety) Order 2005 applies (e.g., flats with communal areas, offices, shops, workplaces etc.) or will apply after completion of the building work. (details can be found at http://www.communities.gov.uk/publications/fire/regulatoryreformfire):	<input type="checkbox"/>
	Yes

12. Building Notice Fee: £
Where charges are based on estimated cost of the work, a written estimate should be provided.
Estimated cost of work: £
11. Statement This notice is given in relation to the building work described above and Regulation 11 (1)(B) and is accompanied by the appropriate fee. The applicant is aware that an inspection fee is payable after commencement of work.

Name:

Signature:	Date:
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13. EXEMPTION FORM BUILDING REGULATIONS CHARGES

Exemption from charges is only applicable where the work connected to an existing building and is of direct benefit to a person(s) with the disability. (Please complete section below. NB: The building work proposed must have a clear link to the person's condition, e.g. a downstairs wet room for a person with limited mobility)

Name of person(s) with the disability (if different from overleaf) *

.....
..... (Please continue on a separate sheet).

How will the work be of direct benefit to the individual(s) concerned?*

.....
.....
.....
..... (Please continue on a separate sheet).

Section A – please identify the element of work that is being undertaken under the exemption criteria above

- A. extension (or conversion of an existing room) to form a downstairs wet room or bedroom.
- B. installation of a through floor or stair lift facility.
- C. extension (or conversion of an existing room) to form a facility for the sole purpose of storing medical equipment in support of medical condition

I confirm that the above information is correct and wish to claim exemption from the building regulation charges. Where the work involves an extension, please ensure that the relevant section on page 4 is completed.

Name: | **Signature:** | **Date:**

Notes relating to domestic electrical work

The Council require that you provide certification of the satisfactory testing and inspection of electrical installation work not carried out by a person registered with a Part P (Electrical Safety) Competent Persons Scheme. If anyone other than a Part P registered electrician undertakes the electrical work, then an additional fee is payable to the Council to cover the cost of checking the electrical installation work.

Any electrical installation carried out by someone who is not registered with a Competent Persons Scheme (NICEIC or ECA) may have to be tested and inspected by the Council. For very minor work, we may accept evidence of the qualification and experience as proof of competence of the person to safely undertake the work

(THIS MUST BE COMPLETED IN FULL) INSPECTION FEE INVOICE TO BE DIRECTED TO:
Title: Mr/Mrs/Miss/Other..... Forename:Surname:
Address:
 THERE WILL BE AN ADMINISTRATION CHARGE FOR ANY RE-DIRECTION OF INVOICES IN ACCORDANCE WITH THE COUNCILS PUBLISHED SCALE OF FEES

The application for building control approval with full plans to inform the local authority of building work etc., is restricted to certain building types. Additional information will also be required to accompany your application for building control approval with full plans, depending upon the work proposed. Further information can be found in the attached notes and checklist. This form cannot be used for building control approval applications for higher-risk building work or stage of higher risk building work or for work to existing higher-risk buildings. Applications for building work to higher-risk buildings can be made to the Building Safety Regulator via the HSE website.

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