



BUILDING NOTICE METHOD

A location/site plan is all that is required, but more details can be requested by the Building Control Unit, if necessary.

Structural calculations may be required.

A detailed check of the proposals is not carried out.

You will be sent a letter stating whether your Building Notice has been accepted.

If the Building Notice is acceptable, work can start after 48 hours' notice has been given.

The work will be inspected, as with the full plans method. However, your builder will not have approved plans to work with, so if something does not comply with the Building Regulations, it will be necessary to change it, or even take it down and start again.

For further advice, please contact:-
**Building Control Unit
Planning Services
Bassetlaw District Council
Queen's Buildings
Potter Street
Worksop
Notts
S80 2AH**

**Telephone: 01909 533292
Fax: 01909 533400**

e-mail: building.control@bassetlaw.gov.uk

DOMESTIC BUILDING WORK

BUILDING CONTROL GUIDANCE NOTE



OF A SERIES



BASSETLAW
DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

WHAT ARE BUILDING REGULATIONS?

Building Regulations set standards in design and construction, to ensure the health and safety of people in and around buildings. They also incorporate measures to conserve fuel and power, and ensure the provision of facilities for disabled people.

WHEN IS NOTIFICATION REQUIRED?

Notification needs to be given when you intend to:

- erect a new building, such as a new dwelling
- extend an existing building, for example, by adding a kitchen extension
- make structural alterations to a building, e.g. remove a load bearing wall
- convert a loft to form a room, such as a study, bedroom or bathroom
- install services and fittings such as a new central heating boiler
- change the use of a building, for example, convert a house to flats
- erect a conservatory with a floor area over 30m².

install replacement windows (unless you employ a FENSA registered installer)

Notification is required before any relevant work commences on the site.

WHO GIVES THE NOTIFICATION?

You may submit the application yourself or you may engage someone to do it for you. If an agent is employed, all correspondence will be directed to him or her.

HOW IS NOTIFICATION GIVEN?

There are two ways of giving notice of the proposed work:

- submitting full plans
- giving a building notice

The following notes explain the main differences in the two methods.

IS A CHARGE PAYABLE?

The charges are the same for each method. With full plans, part of the fee is paid when the plans are deposited, and the remainder after the first inspection. With a building notice, the whole fee is paid when the building notice is given.

FULL PLANS METHOD

Detailed plans of the project, location and site are required, including the specification of the materials to be used.

In certain circumstances, for example, when using steel beams to support floors, structural calculations will be required.

The plans will be checked to ensure that the proposal complies with the Building Regulations. If it does not, then you will be contacted about amending the plans.

When the application complies with the Building Regulations, you will be sent an Approval Notice.

You can start work after you have given 48 hours' notice, but remember that until your plans are approved, there is a risk that you may have to redo some of the work.

The work on site will be inspected at various stages.