

# Guidance Notes Building Control Contact - 01642 729375

e-mail: [bcs submissions@middlesbrough.gov.uk](mailto:bcs submissions@middlesbrough.gov.uk)

1. One copy only of this notice should be completed and submitted.
2. Where the proposed work includes the erection of a new building or extension this notice shall be accompanied by the following:
  - 2.1 A block plan to scale of not less than 1:1250 showing:
    - 2.1.1 the size and the position of the building, or the building as extended, and its relationship to adjoining boundaries;
    - 2.1.2 the boundaries of the curtilage of the building, or the building as extended, and the size, position and use of every other building or proposed building within that curtilage;
    - 2.1.3 the width and position of any street on or within the boundaries of the curtilage of the building or the building as extended;
    - 2.1.4 the provision to be made for the drainage of the building or extension
  - 2.2 Where it is proposed to erect the building or extension over a sewer or drain shown on the relative map of public sewers, the precautions to be taken in building over a sewer or drain.
3. Where the proposed work involves the insertion of insulating material into the cavity walls of a building, this building notice shall be accompanied by a statement as to:
  - 3.1 the name and type of insulating material to be used;
  - 3.2 whether or not the insulating material is approved by the British Board of Agrément or conforms to a British Standard specification;
  - 3.3 whether or not the installer is a person who is the subject of a British Standards Institution Certificate of Registration or has been approved by the British Board of Agrément for the insertion of that material.
4. Where the proposed work involves the provision of an unvented hot water storage system, this building notice shall be accompanied by a statement as to:
  - 4.1 the name, make, model and type of hot water storage system to be installed;
  - 4.2 the name of the body, if any, which has approved or verified that the system is capable of performing in a way which satisfies the requirements of Part G of Schedule 1 to the Building Regulations 2000;
  - 4.3 the name of the body if any, which has issued any current registered operative identity card to the installer or proposed installer of the system.
5. Persons carrying out building work must give written notice of the commencement of the work at least two days beforehand.
6. The building notice charge is calculated in accordance with current charges regulations and is payable at the time of submission. A Guidance Note on charges is available on request. A single payment, covers all necessary site visits until satisfactory completion of the work in accordance with the Building Regulations.
7. These notes are for general guidance only. Particulars regarding the submission of Building Notices are contained in Regulation 13 of the Building Regulations 2010 and, in respect of charges, in the Building (Local Authority Charges) Regulations 2010.
8. Persons proposing to carry out building work or make a material change of use of a building are reminded that permission may be required under the Town and Country Planning Acts.
9. A competent person is registered with an electrical self certification scheme authorised by the Secretary of State. See approved Document P.
10. This Building Notice shall cease to have effect from three years after it is given to the local authority unless the work has been commenced before the expiry of that period.
11. Further information and advice concerning the Building Regulations and Town Planning matters may be obtained from your Local Authority. Tel. 01642 729375.

We will try to make a summary of this document available in other languages. Braille or large print on request.

سوف نحاول ان نجعل ملخص هذه الوثيقة متوفرة بلغات اخرى، الابزل وكتابة كبيرة عند الطلب.

ہم کوشش کریں گے کہ اس دستاویز کا خلاصہ دوسری زبانوں میں مہیا کیا جاسکے مزید آپکی درخواست پر اسے بریل یا موٹے الفاظ میں بھی فراہم کیا جاسکے گا