



# NOTICE OF INTENTION TO ERECT AN EXEMPT BUILDING

The Building Act 1984  
The Building Regulations 2010

**PLANNING, BUILDING CONTROL AND RELATED APPLICATIONS METRIC MEASUREMENTS**

Please note that, in order to avoid legal challenge and to comply with E.C. Directive 80/181/EEC, Planning and Building Control related applications should be submitted in metric rather than imperial measurements. As a result, any application containing imperial measurements only cannot be accepted by the Council and must be returned to the applicant or his/her agent for conversion to metric measurements

THIS FORM SHOULD BE COMPLETED BY THE OWNER OR AGENT, **PLEASE USE BLOCK CAPITALS**. IF THE FORM IS UNFAMILIAR PLEASE READ THE NOTES ON THE BACK.

Date Received
Ref. No.:

**PLEASE PROVIDE A SKETCH PLAN OVERLEAF SHOWING PROPOSAL IN RELATION TO THE EXISTING BUILDING AND SITE BOUNDARIES**

**1 Applicant's details**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Tel.: \_\_\_\_\_ Fax/E.mail: \_\_\_\_\_

**2 Agent's details** (if applicable)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax/E.mail: \_\_\_\_\_

**3 Location of building to which work relates**

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax/E.mail: \_\_\_\_\_

**4 Proposed work**

Description: \_\_\_\_\_

Please state floor area \_\_\_\_\_ m<sup>2</sup>

**5 Materials to be used**

Walls: \_\_\_\_\_

Roof: \_\_\_\_\_

**6 Sketch Plan**

Please provide a sketch plan overleaf showing the proposed in relation to the existing buildings and site boundaries.

**7 Statement**

I undertake to carry out the works in accordance with the specified details.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The information from this form will be processed in compliance with the Data Protection Act 1998. The information may also be cross-checked with other information held by the Council and other relevant agencies to prevent and detect fraudulent applications.



