



Building Regulations Exempt Buildings Enquiry Form

The Council will review the information provided and confirm in writing to the applicant whether or not an application under the Building Regulations is required.
 Space is provided on the back of this form for a sketch if required.

Please print clearly. See notes overleaf

1	<p>Applicant's details - the person on whose behalf the work is being carried out.</p> <p>Name: (this must not be a "care of" address).....</p> <p>Address:</p> <p>.....</p> <p>Postcode:</p> <p>Tel: Fax: email:</p> <p>Name: Signature: Date:</p>
2	<p>Location of building to which work relates</p> <p>Address:</p> <p>Postcode:</p>
3	<p>Details of proposed work</p> <ul style="list-style-type: none"> • Purpose for which building/extension will be used: (<i>delete as appropriate</i>) porch/conservatory/carport/garage/greenhouse/garage/covered way/other <i>specify</i>..... <hr/> • Position Will the building be (<i>tick as appropriate</i>): detached <input type="checkbox"/> or attached <input type="checkbox"/> to a dwelling <input type="checkbox"/> or a non-domestic building <input type="checkbox"/> <i>specify</i>..... Will the building be at: Ground floor level <input type="checkbox"/> First floor level <input type="checkbox"/> Other <input type="checkbox"/> <i>specify</i>..... <hr/> • Internal floor area (<i>delete as appropriate</i>) under 15m² 15m² to 30m² Over 30m² <hr/> • Materials and construction Walls: Roof: <hr/> • Least distance of proposed building to: a) Nearest boundary:metres b) Other buildings within the site:metres c) Other buildings within the site which contain sleeping accommodation:metres <hr/> • Services (if the proposed building is within the boundaries of, or attached to, a dwelling) Are the following being extended from the dwelling: (<i>tick as appropriate</i>) Electricity <input type="checkbox"/> Heating <input type="checkbox"/> Hot water <input type="checkbox"/> Cold water <input type="checkbox"/> <hr/> • Safety Glazing – is it being installed in those areas identified below? Yes <input type="checkbox"/> No <input type="checkbox"/> i.) Within 800mm of the floor. ii.) In a door, and within 300mm to the side of the door where within 1500mm of the floor. Please confirm which type of safety glazing is being used. (<i>tick as appropriate</i>) Toughened glass <input type="checkbox"/>, Laminated glass <input type="checkbox"/>, Annealed glass <input type="checkbox"/> or Polycarbonate <input type="checkbox"/> <hr/> • Existing doors - If the extension is a porch or conservatory, will the existing door(s) and window(s) that are being enclosed, remain in position or be replaced with doors/windows that meet the current energy efficiency standard? Yes <input type="checkbox"/> No <input type="checkbox"/>

This space can be used if required to provide a sketch of the proposed building or extension, or to help clarify any of the information requested overleaf. Please use additional sheets if required.

Notes

1. Definitions

Carport – A structure for parking vehicles under, which is open on two or more sides.

Conservatory – A glazed building or extension which has at least three-quarters of its roof and half its walls as glazing. A conservatory does not include a room used for habitable purposes, eg kitchen, dining room.

Internal floor area – The floor area of the building or extension, measured between the internal faces of the external walls.

2. Water Supply

If the building receives hot or cold water from the dwelling, or the supply is shared with the dwelling, the supply must comply with Requirement G1 and G3(2) and (3).

3. Electrical work

Any electrical work, including the supply, in or to an exempt building, is not exempt and the work either must be carried out by a Competent Person or a Building Regulation application needs to be made for the electrical work only.

4. Heating Supply

The heating must not be extended from the dwelling into an exempt un-insulated building or extension. If it does however, a Building Regulation application will need to be made for the building.

5. The applicant should ascertain whether Listed Building Consents and/or Planning Permission are required for the work.

6. If you require further advice or information please contact Building Control on 01732 876305.

7. If you are having difficulty reading this form and would like the information in another format please call 01732 876305 or email building.control@tmbc.gov.uk

8. This council is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. See www.tmbc.gov.uk/DPNotice for further information.