

**Do I Need Building Regulation  
Permission?**  
The Building Act 1984 / The Building Regulations 2010

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<b>1 Notifiers's details</b>		<b>Agent's details – if applicable</b>	
Title:	Name:	Name:	
Address (inc post code):		Company name and full address:	
Phone:		Phone:	
Email:		Email:	
<b>2 Address of Building</b> (including post code)			
<b>3 Description of work to be carried out</b> Please provide a written description of the work in the space below and complete the checklist overleaf. If you require further guidance, please ring and ask for a surveyor. We may not be able to complete this service if you cannot provide sufficient information but we will contact you if we should require more.			
<b>4 Declaration</b> I undertake to carry out the works as specified and understand that Building Regulation Legislation is subject to change and that the Council's decision as to whether or not the proposals are exempt maybe subject to change.  Approximate date of commencement:			
Name:		Signature:	Date:

**Advisory Notes:**

This notification is for Building Regulation matters only, and you must also check with Planning in respect of any Planning Permission that may be required.

You must not build near or over a public sewer. We keep copies of sewer maps at our offices for your information, alternatively, you can check with South West Water separately.

Please complete this table to help us identify the category of work. If you can tick all boxes in a category then it is likely that the work will be exempt. If you are unable to tick the box then contact us for further advice before sending this form in by calling 0300 1234 151	
A very small detached building	Tick
Detached single storey and Internal floor area not bigger than 15m <sup>2</sup> and No sleeping accommodation	
Small detached exempt building (i.e. garage, store, workshop etc)	Tick
Detached and Single storey and Internal floor area below 30m <sup>2</sup> and No sleeping accommodation and At least 1m from the boundary and Built mainly of non-combustible materials e.g. concrete block walls and timber roof. Timbers covered with tiles or slate.	
Extension (internal floor area up to 30m <sup>2</sup> )	Tick
A conservatory (which has at least 75% of the roof area and at least 50% of the wall area constructed of translucent material) or porch, built at ground level and glazed to regulation standard or I am not creating a new opening into the existing dwelling or enlarging an existing opening I am not extending the heating system from the dwelling into the extension	
A covered yard or passage or A car port open on two sides	

Please send the completed form to any of the following:

Email: [buildingcontrol@cornwall.gov.uk](mailto:buildingcontrol@cornwall.gov.uk)

Post: Cornwall Council, Building Control, PO Box 676, Threemilestone, Truro TR4 9LD

Data Protection :

We will keep any information you give us, in our records, including on the computer. We will use it for the purposes for which you gave it to us and to provide other council services.