



Harborough District Council
The Symington Building
Adam and Eve Street
Market Harborough
Leicestershire
LE16 7AG

Tel: 01858 821090

Email: building.control@harborough.gov.uk

NOTICE OF INTENTION TO ERECT EXEMPT BUILDING

The Building Act 1984
The Building Regulations 2010

This form is to be filled in by the person who intends to carry out building works or the agent. If the form is unfamiliar please read the notes on the reverse side or consult the office indicated above. Please type or write block capitals.

1	Applicant's details (see note 1)		
	Full Name:		
	Address:		
	Postcode: Tel: email:		
	Please cross box below against preferred contact method Post <input type="checkbox"/> Email <input type="checkbox"/>		
2	Agent's details (if applicable)		
	Full Name:		
	Address:		
	Postcode: Tel: email:		
	Please cross box below against preferred contact method Post <input type="checkbox"/> Email <input type="checkbox"/>		
3	Location of building to which work relates		
	Address:		
	Postcode:		
4	Type of exempt building		
	Please indicate with a tick type of building to be erected and proposed floor area		
			M²
	DETACHED GARAGE	<input type="checkbox"/>	<input type="checkbox"/>
	GARDEN SHED	<input type="checkbox"/>	<input type="checkbox"/>
	GREENHOUSE	<input type="checkbox"/>	<input type="checkbox"/>
	CONSERVATORY	<input type="checkbox"/>	<input type="checkbox"/>
	PORCH	<input type="checkbox"/>	<input type="checkbox"/>
	CARPORT or COVERD WAY	<input type="checkbox"/>	<input type="checkbox"/>
	COMMERCIAL GREENHOUSE	<input type="checkbox"/>	<input type="checkbox"/>
AGRICULTURAL BUILDING	<input type="checkbox"/>	<input type="checkbox"/>	
BUILDING FOR HOUSING ANIMALS	<input type="checkbox"/>	<input type="checkbox"/>	
5	Statement		
	This notice is given in relation to the building work as described		
	Name: Signature: Date:		

Notes

To be classified as a structure that is exempt the requirements of the Building Regulations the following criteria must be met: -

For a DETACHED GARAGE
a GARDEN SHED
or a GREENHOUSE

To be exempt the building must comply with the following details: -

1. Be wholly detached
2. Not used for sleeping accommodation
3. Not to exceed 15 square metres in floor area or
4. Not to be more than 30 square metres and
- 5a. Be sited at least one metre from any boundary to the property or
- 5b. Be constructed substantially of non-combustible material

For a CONSERVATORY or
a PORCH or
a CARPORT or COVERED WAY

To be exempt the building must comply with the following details: -

1. The extension is at ground level
2. The extension is conservatory, porch, covered way or a carport open on a least two sides
3. The extension does not exceed 30sq metres floor area
4. Any glazing complies with Part N of the Building Regulations
5. The proposal does not affect an existing means of escape in case of fire from the existing property
6. If in an area where high levels of Radon are present the extension will incorporate the appropriate Radon protection measures.

For a COMMERCIAL GREENHOUSE
or
an AGRICULTURAL BUILDING
or
a BUILDING FOR HOUSING ANIMALS

To be exempt the building must comply with the following details:

1. No part of the building to be used as a dwelling
2. The building will be sited 1.5 x the height of the building from any building containing sleeping accommodation
3. The building is provided with fire exits such that no point in the building is more than 30 metres from an exit
4. If the building is a greenhouse or agricultural building it is not used for retailing, packing or exhibiting

How we will use your information

The Council is collecting your information in order to assist the delivery and provision of services to you. The information you have supplied will be used for the purposes of this Building Regulation application. Your information may be shared with other Council departments or partners such as Leicester Fire & Rescue, Anglian Water/Severn Trent and any organisation appointed by the Council to assist in the Building Regulations process e.g. consultant engineers. Your information will be held in accordance with the Council's Document Retention and Disposal Policy and we will only ask you for as much information as is required to respond to your enquiry or service need.

For further information on how your information is used, how we maintain the security of your information, and your rights to access information we hold about you, please contact: Harborough District Council, The Symington Building, Adam & Eve St, Market Harborough LE16 7AG or FOI@harborough.gov.uk or complaints@harborough.gov.uk

Please note:

Registration of an exempt building is subject to a charge. Please refer to the current scheme of charges.