

NORTH YORKSHIRE BUILDING CONTROL PARTNERSHIP

EXEMPT ENQUIRY FORM

		FOR OFFICE USE ONI		
Ea	uite 2, Coxwold House, Easingwold Business Park, asingwold, York YO61 3FB elephone: (01347) 822703	Date Entered:		
	ax No: (01347) 822703	Case No:		
Eı	mail: enquiries@nybcp.org			
abl ske	sed on your response to the following questions North to offer an opinion as to the need to apply for building etch plan (a space is provided on the back page) shopposal. The distance from boundaries should be clear of alterations and/or extensions, please submit scaled plants.	ng regulations approval. You should also provide a owing the location and overall dimensions of the rly marked. If the development involves complex		
	ease complete this form and submit it to the Partne £30 plus VAT (£36.00). Cheques are to be made pay			
It r	It makes good sense to do this for your own peace of mind, for record purposes when selling your house or to show anyone who questions your right to build.			
PA	ART A - About you and your property			
1.	Your Name and Address:			
	Are you the Owner, intended Owner or Agent?			
	Daytime Telephone No:			
2.	Address at which the building is to be constructed/wo	orks undertaken:		
3.	Is the property a			
-•	detached dwelling			
	semi-detached dwelling			

flat or maisonette

terraced dwelling

PART B - About your Proposal

4.	Describe the proposed work (e.g. Erection of single-storey kitchen and dining room extension)		
5.	Would the development be single-storey? YES NO		
6.	(i) Please give the size (in metres) of the proposed building or extension:		
	(a) Length (Internal)		
	(b) Width (Internal)		
	(ii) How far would it be from:		
	(a) The existing building(b) The nearest boundary		
	(c) The nearest dwelling		
	(iii) Indicate its location and size on the grid provided, or attach your own drawing.		
7.	If the development involves a raised platform, (e.g. decking), please specify the highest point		
8.	What are the materials to be used?		
	(a) Walls		
	(c) Floor		
9.	Are any other alterations proposed to the existing building? (e.g. replacement windows, doors,	re-	
	roofing) If so please give details		
	If so please give details		
10.	. If the development is a conservatory please confirm the following:-	•••	
	(a) Will there be external quality windows/doors between the existing house and the propos	sed	
	conservatory? YES NO		
	 (b) Will the proposed conservatory have a translucent roof? Yes No (c) Will all glazing in critical locations be safety glazing, complying with BS6206? YES NO 		
	(d) Will the house heating system be extended into the proposed conservatory? YES NO		

(d) Will all electrical work be carried out by a person who is a member of a Self Certification Competent Persons Scheme? YES NO			
11. Will the proposed building contain any toilet accommodation? YES NO			
DECLARATION			
I hereby declare that the information given on this form is complete and correct and the development doe not encroach on my neighbour's property or other land not in my control. I understand that if I disagre with the response, I may make a formal application to the District Council for a Lawful Developmen Certificate for which a fee is payable and gain a subsequent right of appeal to the Secretary of State if disagree with the decision.			
Signed Date			
On behalf of(Insert applicant's name if signed by an agent			

Please use the grid below to draw a sketch plan ('birds eye view') which should show:-

- · The size and position of the existing dwelling and any outbuildings
- · The size and position of the proposed building work
- · All boundaries of the property
- The position of the public road and footpath
- · The position of existing drains and sewers
- · The distance of the proposed development to all site boundaries
- · The location of your front door
- · The location of any windows within the proposed development

Please note that all dimensions should be metric.

IF COMPLETING THIS FORM ELECTRONICALLY, PLEASE ATTACH PLANS AND ELEVATIONS SHOWING ABOVE DETAILS.

