

EXPLANATORY NOTE REGARDING COMMENCEMENT NOTICE

Commencement Notices must be completed in full at all sections and submitted to the Building Control Section together with appropriate fee. Notices that do not comply with these requirements will be invalidated and returned.

A Commencement Notice is required for:

- The erection of a building
 - Material alteration or extension of a building and
 - Material change of use of a building to which the Building Regulations apply.
- (a) Subject to paragraph (b), this Part shall not apply to works or a building as regards which is material change of use takes place, where –
- The works are or the material change of use is exempted development for the purpose of the Local Government (Planning and Development) Acts 1963 to 1993, and
 - Part 111 of the Building Control Regulations, 1997 or Part 111 of the Building Control Regulations, 1991 and 1994, do not apply to the works or building.
- (b) This part applies to works in connection with the material alteration (excluding a material alteration consisting solely of minor works) of a shop, office or industrial building to which Part 111 of the Building Control Regulations, 1997 or Part 111 of the Building Control Regulations, 1991 and 1994, do not apply.

A person who intends to carry out any works or to make a material change of use as regards a building to which this part applies, shall give to the Building Control Authority in whose functional area the works or building are, is or will be situated, in whose functional area the works or building are, is or will be situated, notice in writing of such intention (in these Regulations referred to as a “Commencement Notice”) not less than fourteen days and not more than twenty-eight days before the commencement of the works or the making of the material change of use.

Fees:

€30, or, where

- The proposed works or the material change of use (as the case may be) relate to more than one building,
and
- Neither Part 111 of the Building Control Regulations, 1997 nor Part 111 of the Building Control Acts 1991 and 1993, apply to such works or buildings.

€30 in respect of each building.

Fire Safety Certificate

In addition to the requirement to give notice of commencement, development to which the Building Regulations apply (with certain exception e.g. dwellinghouse (though not flats), single storey buildings used as a domestic garage etc.) will require a Fire Safety Certificate i.e. a certificate from the Building Control Authority that the proposed development complies with Part B of the Building Regulations, 1997.

Application form and details of information to be submitted with same are available from the Director of Services, North Tipperary County Council, The Civic Offices, Limerick Road, Nenagh.

THIS NOTE IS FOR GUIDANCE PURPOSES ONLY. THE BUILDING CONTROL CODE SHOULD BE CONSULTED FOR FULL DETAILS WITH REGARD TO THE REQUIREMENTS FOR COMMENCEMENT NOTICES AND FIRE SAFETY CERTIFICATES.

