

**FIRST SCHEDULE**

**Form of Commencement Notice for Development**

(Notice to a Building Control Authority pursuant to Part II of the Building Control Regulations, 1997)

**Kilkenny County Council,**

Tel no. 056-7794010

County Hall, John St., Kilkenny

Fax no. 056-7794004

**Note: All sections of form to be completed – enter n/a where appropriate.**

**Incomplete Forms will be returned.**

**1.**

I/we, the undersigned, hereby give notice/give notice on behalf of the person(s) named below\*, to the above Building Control Authority (in accordance with Part II of the Building Control Regulations) that I/we the persons named below\* intend to carry out the development as described below. (\*delete as appropriate)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of person(s): \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Commencement date (of works): \_\_\_\_\_ (N.B. Not less than **14 days** notice to be given - Please allow for postage time and receipt of Form by Planning Authority when calculating start date)

Fee payable (€): \_\_\_\_\_ (see over)

**2a. PROJECT PARTICULARS: (In addition, for Residential Developments, please complete Section 2b below)**

Description of proposed development:

Planning permission no.: \_\_\_\_\_ Date of grant: \_\_\_\_\_ Date of expiry: \_\_\_\_\_

Fire Safety Certificate Number (if applicable): \_\_\_\_\_

Location of development: \_\_\_\_\_

**2b. Residential Development Information:**

Total number of dwelling units (all phases\*): \_\_\_\_\_ Total no of phases\*: \_\_\_\_\_

Phase for this commencement notice: \_\_\_\_\_ No. of units for this phase/commencement notice\*\*: \_\_\_\_\_

Commencement date for this phase: \_\_\_\_\_ (Proposed) end-date for this phase: \_\_\_\_\_

\*where applicable, i.e. phasing not relevant for single houses. \*\* include single house figure here also.

**3. Builder:**

Name: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

**4. Building Owner Details: (if different from Section 1 above)**

Name: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

**5. Building Designer Details:**

Name: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

**6. Information:** Person(s) from whom such plans, documents and any other information, as are necessary to show that the building or works will, if built in accordance with design, comply with the requirements of the Building Regulations, may be obtained.

Name: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

**7. Drainage System Foundations:** Person(s) from whom notifications of the pouring of any foundations and/or the covering up of any drainage systems may be obtained

Name: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

**SECOND SCHEDULE**

**Form of Commencement Notice for Development**

**(Notice to a Building Control Authority pursuant to Part II of the Building Control Regulations, 1997)**

**EXPLANATORY NOTE**

**Project Particulars**

**Total number of dwelling units (all phases):**

The total number of units (houses and apartments) for the entire residential development, i.e. the total number for all phases. Include single houses.

**Total number of phases (not relevant for single houses):**

Give the total number of different phases of development for this project.

**Phase for this commencement notice:**

A commencement notice should be given at the start of each phase of development. Insert the number of the particular phase that this commencement notice is relevant to, e.g. 1<sup>st</sup>, 2<sup>nd</sup>.

**Number of units for this phase/commencement notice:**

The corresponding number of units (houses and apartments) for this particular phase. A single house should also be included here, as it will be commencing in the short/medium term.

**Commencement date for this phase:**

Commencement date of works for this particular phase of development.

**(Proposed) end-date for this phase:**

Expected end-date for this particular phase of the development.

**COMMENCEMENT NOTICE**

Your attention is drawn to the requirement that the Commencement Notice be completed and lodged with Kilkenny County Council not less than **14 days** and not more than **28 days** before the commencement of works or material change of use.

If the above is **not** complied with, Kilkenny County Council as Building Control Authority will return the Form as non-compliant under the Building Control Act, 1990.

**FEES**

Commencement Notice: €30.00 or where –

- (a) the proposed works or the material change of use (as the case may be) relates to more than one building.
- (b) Neither Part III, nor Part III of the Building control Acts 1991 and 1994, apply to such works or buildings.

Maximum Fee: €3,800.00

**FIRE SAFETY CERTIFICATE**

After the 1<sup>st</sup> August 1993 all developments, except houses, and *inter alia* certain agricultural developments, must, in addition to obtaining Planning Permission, obtain also a **Fire Safety Certificate** prior to commencement of development. For further details contact Kilkenny Fire Services ([www.kilkennycoco.ie/fireservices](http://www.kilkennycoco.ie/fireservices))

**N.B. A COPY OF SITE LOCATION MAP WITH SITE OUTLINED IN RED MUST ACCOMPANY THIS FORM.**

**DEVELOPMENT CONTRIBUTIONS**

Please note that where a development contribution is levied in your planning permission it is payable on commencement of development. If you do not pay at this time, your charge will be increased by virtue of the Wholesale Price Index and at a penalty interest rate of 5% p.a.

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