

SCHEDULE 2

Part A –

Giving of notices and deposit of plans

Regulation A10

Rule A: General

The following provisions shall be observed in relation to the giving of any notices and the deposit of any plans, sections, specifications and particulars referred to in the other rules of this Schedule:

1. Notices and other particulars shall be in writing.
2. Drawings shall be executed or reproduced in a clear and intelligible manner with suitable and durable materials. Plans and sections shall be to a scale of not less than 1:100 or, if the building is so extensive as to render a smaller scale necessary, not less than 1:200; block plans shall be to a scale of not less than 1:1250; and key plans shall be to a scale of not less than 1:2500. The scale shall be indicated on all plans, sections and other drawings and the north point on all block plans and key plans.
3. Every notice, drawing or other document shall be signed by the person required to furnish it to the district council or by his duly authorised agent, and in all cases shall state the full name and address of the person on whose behalf it has been furnished.
4. Every such document, together with a duplicate thereof, shall be sent or delivered to the offices of the district council and the district council may retain one copy.
5. Where the building, or part thereof, is put or is intended to be put to a use which is a designated use for the purposes of the Fire Services (Northern Ireland) Order 1984(1) a statement to that effect, accompanied by a further 2 copies of such plans as demonstrate compliance with the requirements of Part E (Fire safety) of these regulations, shall be deposited with the district council which may retain both such copies.

Rule B: Erection of buildings

The following are the notices to be given and the plans, specifications and particulars to be deposited by a person intending to erect a building which is not exempted from the operation of these regulations under regulation A5:

1. Notice of intention to erect a building not exempted from the operation of these regulations.
2. Particulars, so far as necessary to show whether the building complies with all such requirements of these regulations as apply to it, of—
 - (a) the intended use of the building;
 - (b) the materials of which the building will be constructed;
 - (c) the mode of drainage; and
 - (d) the means of water supply.
3. A block plan showing—
 - (a) the size and position of the building and its relationship to adjoining buildings;

(1) S.I. 1984 No. 1821 (N.I. 11) as amended by S.I. 1993 No. 1578 (N.I. 7)

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- (b) the width and position of every street adjoining the premises; and
 - (c) the boundaries of the premises and the size and position of every other building and of every road, path, garden, yard and other open space within such boundaries.
4. A key plan showing the position of the site when it is not sufficiently identifiable from the block plan.
5. A plan of every floor and roof of the building and a section of every storey of the building, upon which shall be shown (where not already shown on the particulars and plans required by items 2 to 4), so far as necessary to enable the district council to determine whether the building complies with these regulations—
- (a) the levels of the site of the building, of the lowest floor of the building and of any street adjoining the premises, in relation to one another and above some known datum;
 - (b) the position of the damp-proof courses and any other barriers to moisture;
 - (c) the position, form and dimensions of the foundations, walls, windows, floors, roofs, chimneys and several parts of the building;
 - (d) the intended use of every room in the building;
 - (e) the provision made in the structure for protection against fire;
 - (f) the provision made in the building or part of the building for means of escape in case of fire and for securing that such means can be safely and effectively used at all material times; and
 - (g) the provision made in the structure for insulation against the transmission of heat and sound.
6. The SAP energy rating used for design purposes for each dwelling.

Rule C: Alterations and extensions

The following are the notices to be given and the plans, sections, specifications and particulars to be deposited by a person intending to make any alteration of or extension to a building other than an alteration or extension which is exempted from these regulations:

1. Notice of intention to alter or extend a building.
2. In the case of alterations not involving any extension of a building—
 - (a) the plans and sections required by item 5 of Rule B of the alterations and of the building so far as affected by the alterations, so far as necessary to establish whether the proposals comply with these regulations; and
 - (b) a key plan showing the position of the site when it is not sufficiently identifiable from such plans.
3. In the case of an extension of a building—
 - (a) the plans, sections, specifications and particulars referred to in items 2, 3, 4 and 5 of Rule B in relation to the extension as if the extension was the building therein referred to; and
 - (b) the plans and sections as required by item 5 of Rule B of the building so far as affected by the extension,

so far as necessary to enable the district council to determine whether the proposals comply with the requirements of these regulations.

Rule D: Services and fittings

The following are the notices to be given and the plans, sections, specifications and written particulars to be deposited by a person intending to provide any services or fittings to which regulation A8 relates:

1. Notice of intention to provide any services or fittings in connection with a building.
 - (a) (a) Particulars of the services or fittings so far as is necessary to establish whether they comply with all such requirements of these regulations as apply to them; and
 - (b) where it is proposed to provide an unvented hot water storage system to which Part P of these regulations apply, the particulars required by paragraph (a) shall include—
 - (i) the name, make, model and type of hot water storage system to be installed;
 - (ii) the name of the body, if any, which has approved or certified that the system is capable of performing in a way which satisfies the requirements of Part P; and
 - (iii) the name of the body, if any, which has issued any current registered operative identity card to the installer or proposed installer of the system.

3. Where it is proposed to execute works of drainage or to construct or install a water closet fitting, urinal fitting, cesspool, septic tank or similar structure (for the reception or disposal of foul water from buildings), a block plan. Such plan shall, if the work is in connection with an operation to which Rule B or C relates, be the block plan required by such rule and the block plan shall in any case show, so far as necessary to establish whether the proposals comply with all such requirements of these regulations as apply to them—

- (a) the position of services or fittings;
- (b) the lines of drainage; the size, depth and inclination of every drain and the means of access to be provided for the inspection and clearance of blockages;
- (c) the position and level of the outfall of the drains; and
- (d) where the drainage is intended to be connected to a sewer, the position of the sewer.

4. Where it is proposed to construct or install a water closet fitting, urinal fitting, cesspool, septic tank or similar structure (for the reception or disposal of foul water from buildings), plans and sections of the works or fittings, so far as necessary to show that they comply with all such requirements of these regulations as apply to them.

5. A key plan showing the position of the site when it is not sufficiently identifiable from the block plan.

Rule E: Material changes of use

The following are the notices to be given and the plans, specifications and particulars to be deposited by a person intending to make any material change of use to which these regulations are applied by regulation A9, in addition to anything required by Rule C in a case to which that rule relates:

1. Notice of intention to make, and description of, any change in the purposes for which the building or part of the building is used.
2. A block plan showing the size and position of the building and its relationship to adjoining buildings.
3. A key plan showing the position of the site when it is not sufficiently identifiable from the block plan.

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4. The provision made in the structure for protection against fire; and the provisions made in the building or part of a building for means of escape in case of fire and for securing that such means can be safely and effectively used at all material times.

5. In the case of a material change of use involving an increase in imposed loadings, the plans and sections required by items 5(c) and (d) of Rule B.

6. In the case of a material change of use creating a dwelling or dwellings, the SAP energy rating used for design purposes for each dwelling.

Rule F: Additional requirements

Where it is considered necessary for the purpose of examining any proposals submitted in accordance with Rule B, C or E, an authorised officer of the district council may require the deposit of any of the following drawings and particulars in addition to plans, sections, specifications and particulars required by such rule:

1. A specification of any particular material or materials proposed to be used.
2. The proportions of the materials in any concrete or mortar or the specified minimum strength of the concrete or mortar.
3. Calculations of loading and strength:

Provided that where the dimensions of a structural member accord with the provisions of DOE(NI) Technical Booklet D: 1994 calculations of strength to demonstrate the adequacy of those dimensions shall not be required.

4. Drawings showing details of particular construction.
5. Calculations relating to the space separation of buildings for the purposes of regulation E5.
6. Calculations for the purposes of regulation E2.
7. Calculations for the purposes of regulations F2 and F3(2) and those for the SAP energy rating for each dwelling.
8. Soil investigation report.
9. Details of measures proposed for protection against radon.