- Commencement notice with out documentation
- Commencement Notice with documentation
- Comemencement notice Opt out
- 7 Day Notice

- Article 7 Application of Part II of the Building Control Regulations
- 7. (1) Subject to sub-article (2) and articles 3 and 6, this Part applies to—
- (a) the erection of a building,
- (b) the material alteration or extension of a building, and
- (c) a material change of use of a building,
- to which the Building Regulations apply.

2(a) A commencement notice is not required where the works or building is exempted from the Planning and Development act subject to those works or building not requiring a FSC

Article 8-Obligation to give notice.

A person who intends to carry out any works shall give, to the building control authority 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

Article 8A-Exception to obligation to give notice

A commencement notice under article 8 shall not be required in respect of works or a building in respect of which a 7 day notice is required under article 20A(1)

• Article 9 - Form of Commencement Notice

9. (1) A commencement notice shall be—

(a) filed electronically on the Building Control Management System or set out in the form for that purpose included in the Second Schedule, and

(b) subject to paragraph (2), accompanied by—

- (i) such plans, calculations, specifications and particulars....
- (ii) certificates and notices in the appropriate forms set out in the Second Schedule

(2) Subject to *paragraph (5)*, the requirements of *paragraph (1)(b)* shall apply to the following works and buildings—

(a) the design and construction of a new dwelling,

(b) an extension to a dwelling involving a total floor area greater than 40 square metres,

(c) works to which *Part III* applies.

Documents which are required to be lodged with a Commencement notice, as per 1(b)

- General arrangement drawings including plans, sections and elevations
- A schedule of such plans, calculations, specifications and particulars <u>as are</u> <u>currently designed or as are to be prepared at a later date</u>
- The completion of an online assessment, via the BCMS, of the proposed approach to compliance with the requirements of the Second Schedule to the Building Regulations,
- The preliminary Inspection Plan prepared by the Assigned Certifier,

The Certificates and Notices which are required to be lodged with a commencement notice as per 1(b)

(I) a Certificate of Compliance (Design),

(II) a Notice of Assignment of Person to Inspect and Certify Works (Assigned Certifier),

(III) a Certificate of Compliance (Undertaking by Assigned Certifier),

(IV) a Notice of Assignment of Builder,

(V) a Certificate of Compliance (Undertaking by Builder).

The forms are set out in the Second Schedule to the Building Control Regulations and can not be altered

A Commencement Notice Opt Out

Requires a Declaration of Intention to Opt Out of Statutory Certification.

Requires a Notice of Assignment of Builder

No requirement to lodge a preliminary inspection plan

No requirement for a Certificate of Compliance (Design),

No requirement for a Notice of Assignment of Person to Inspect and Certify Works (Assigned Certifier),

No requirement for a Certificate of Compliance (Undertaking by Assigned Certifier),

No requirement for a Certificate of Compliance (undertaking by Builder)

A Commencement Notice without documentation

Required where the Building Regulations are applicable and the works are other than a new dwelling, or a domestic extension over 40m2 or where a FSC is required.

No requirement to complete an online assessment on the BCMS Example,

- 1) Single storey Agricultural building over 300m2
- 2) Single storey domestic garage
- 3) Extension to a dwelling which is under 40m2 but does require planning permission

Forms as set out in the Second Schedule to the Building Control Regulations

(Notice to a Building Control Authority pursuant to Part II of the Building Control Regulations 1997 to 2014)

Building Control Authority	Unique Identifier:	
	Unique Identifier:	use only)
1. I, hereby give notice in a 2014 that it is intended to c date of	cordance with Part II of the Building Control Regulation arry out the development as described below commencing	is 1997 to y on the
Name of Building Owner(s)	:	
Tel: ——— Fax:	Email:	
2. I enclose the fee payable	for making this Notice of €:	
3a. PROJECT PARTICUL complete Section 3b below)	ARS: (In addition, for Residential Developments, please	
3a. PROJECT PARTICUL complete Section 3b below)		
3a. PROJECT PARTICUL complete Section 3b below) Description of proposed de	ARS: (In addition, for Residential Developments, please	
3a. PROJECT PARTICUL complete Section 3b below) Description of proposed der Planning Permission No.: —	ARS: (In addition, for Residential Developments, please	
3a. PROJECT PARTICUL complete Section 3b below) Description of proposed der Planning Permission No.: — Date of expiry: ————	ARS: (In addition, for Residential Developments, please velopment: Date Granted:	
3a. PROJECT PARTICUL complete Section 3b below) Description of proposed der Planning Permission No.: — Date of expiry: Fire Safety Certificate No. (ARS: (In addition, for Residential Developments, please velopment: Date Granted:	
3a. PROJECT PARTICUL complete Section 3b below) Description of proposed dev Planning Permission No.: — Date of expiry: — Fire Safety Certificate No. (Disability Access Certificate	ARS: (In addition, for Residential Developments, please velopment: Date Granted: if applicable): No. (if applicable):	
3a. PROJECT PARTICUL complete Section 3b below) Description of proposed der Planning Permission No.: — Date of expiry:	ARS: (In addition, for Residential Developments, please velopment: Date Granted: if applicable):	

3b. Residential Development I	nformation:			
Total number of dwelling units (all phases*):				
Total no. of phases*	of which ar	e multiple unit dwellings.		
Phase for this commencement	notice:			
No. of units for this phase/com	imencement notice**:			
Commencement date for this p	phase:			
(Proposed) End-date for this p	hase:			
* Where applicable, i.e. phasin ** Include single house figure	g not relevant for single house here also.	S.		
4. Builder:				
Name:	 	a kankata kina ki na kina kina kina kina kina kina kina ki		
Address:				
Tel: Fax:	Email:	a a ar a ar a b ar a ar		
Construction Industry Register	Ireland registration number (where applicable):		
5. Building Designer Details:				
- tunito.				
Address:				
A MARKAN CONCERNMENT		<u> 19 9 9 10 10 10 10 10 10 10 10 10 10</u>		
Practice registration number (v	where relevant):			
Where required under Part III mandatory Certificate of Comp accompanies this Notice.	of the Building Control Regul pliance (Design) signed by the	lations 1997 to 2014, the above Building Designer		
6. Submission of Documents (Commencement Notice is attac	where applicable): A Schedule ched in the following format:	of Documents accompanying this		
Schedule of Documents (Plans, Calculations, Specifications, Ancillary Certificates and Particulars)				
Document	Reference	Description/Remarks		
7. Signature by Building Owne	r:			
Signature:	Date: -	e tot to tot to tot to tot to		
(Building Owner)				

DESIGN CERTIFICATE

Form of Certificate of Compliance (Design)

Building Control Authority:

Unique Identifier:____

(for official use only)

1. This certificate relates to the following building or works:

- This certificate has been prepared in accordance with the Code of Practice for Inspecting and Certifying Buildings and Works [as published by the Minister under section 3(7) of the Building Control Act 1990] or equivalent.
- 3. I confirm that I have been commissioned by the building owner to design, in conjunction with others, the building or works described above and to certify such design. I further confirm that I am a person named on a register maintained pursuant to Part 3 or Part 5 of the Building Control Act 2007 or Section 7 of the Institution of Civil Engineers of Ireland (Charter Amendment) Act 1969 and that I am competent to carry out my design and to coordinate the design of others for the building or works concerned.
- 4. I confirm that the plans, calculations, specifications, ancillary certificates and particulars included in the schedule to the Commencement Notice to which this certificate is relevant, and which have been prepared exercising reasonable skill, care and diligence by me, and by other members of the design team and specialist designers whose design activities I have coordinated, have been prepared to demonstrate compliance with the requirements of the Second Schedule to the Building Regulations insofar as they apply to the building or works concerned.
- 5. I certify, having exercised reasonable skill, care and diligence, that, having regard to the plans, calculations, specifications and particulars which have been prepared by me and others and having relied on ancillary certificates and particulars referred to at 4 above, the proposed design for the building or works is in compliance with the requirements of the Second Schedule to the Building Regulations insofar as they apply to the building or works concerned.

Signature:		Date:
Person's Name: -		Registration No.:
On behalf of:		(company name where relevant
Address:		
Tel:	Fax:	Email:
Practice registratio	n number (where	relevant):

NOTICE OF ASSIGNMENT OF ASSIGNED CERTIFIER

(Notice of Assignment of Person to Inspect and Certify Works)

Building Control	Authority:	Unique Identifier:
		(for official use only)
1. This notice of	assignment relates to th	he following building or works:
person named Act 2007 or Se Act 1969. I am Buildings and works and to c for compliance insofar as they	on a register maintaine ection 7 of the Institution satisfied having regard Works that the person coordinate the inspection with the requirements apply to the building of	
Qualification(s	s):	Registration No.:
On behalf of:		(Company/Practice name where relevant
Address:		
Tel:	Fax:	Email:
		relevant):
 Any requests u other informati ance with the 	under the Building Con ion, as may be necessar	trol Act 1990 for plans, documents, specifications and y to show that the works or building, if built in accord comply with the requirements of the Building Regu
I undertake to	notify the Building Co	ontrol Authority in writing of any change in the persor ilding or works as notified herein.
assigned to ms	peet and certify the out	

UNDERTAKING BY ASSIGNED CERTIFIER

Form of Certificate of Compliance

Form of Certificate of Compliance		
Building Control A	uthority:	Unique Identifier:
1. This certificate r	elates to the follow	wing building or works:
 In accordance w or equivalent, I or works and to mentation of the of the Second So 	ith the Code of Pr undertake to use r coordinate the insp inspection plan by chedule to the Bui	ractice for Inspecting and Certifying Buildings and Works, reasonable skill, care and diligence, to inspect the building pection work of others and to certify, following the imple- y myself and others, for compliance with the requirements ilding Regulations insofar as they apply to the building or g Commencement Notice together with the plans, calcu- tificates and particulars listed in the schedule thereto refer.
Signature:		Date:
Person's Name: -		Registration No.:
On behalf of:		(company name where relevant)
Tel:	—— Fax: ———	Email:
Practice registration	n number (where i	relevant):

NOTICE OF ASSIGNMENT OF BUIL	DER
------------------------------	-----

Authority:	Unique Identifier:(for official use only)
9	e following building or works:
owner, I have assigned	d the following person as Builder of the building or e competent to undertake the works so assigned on
:	
	Email:
dustry Register Ireland	l registration number (where applicable):
	trol Authority in writing of any change in the person works as notified herein.
Signature:	Date:
	ssignment relates to the owner, I have assigned a satisfied that they are

UNDERTAKING BY BUILDER

FORM OF CERTIFICATE OF COMPLIANCE

Bu	ilding Control Authority:	Unique Identifier:(for official use only)
1.	This certificate relates to the following build	ding or works:
	described above and that I am competent to	by the building owner to undertake the works undertake the works concerned. I further under- or engaged by me to undertake any of the works ch works.
	specifications, ancillary certificates and part ment Notice to which this undertaking refe Compliance (Design), or as subsequently i Building Control Authority, and such oth requirements of the Second Schedule to the	vorks in accordance with the plans, calculations, ticulars listed in the schedule to the Commence- rs and certified under the Form of Certificate of ssued to me and certified and submitted to the ter documents relevant to compliance with the Building Regulations as shall be retained by me ecting and Certifying Buildings and Works.
	or equivalent, I further undertake to cooper plan prepared by the Assigned Certifier and I shall certify that the building or works is in	Inspecting and Certifying Buildings and Works, rate with the inspections set out in the inspection d to take all reasonable steps so as to ensure that a compliance with the requirements of the Second sofar as they apply to the building or works
Sig (te	nature: — be signed by a Principal or Director of a b	Date:
Na	ime:	
Ac	ddress:	
1		
Te	l: Fax:	- Email:
Co	onstruction Industry Register Ireland registra	ation number (where applicable):

DECLARATION OF INTENTION TO OPT OUT OF STATUTORY CERTIFICATION

Unique Identifier: ______ (for official use only) Building Control Authority: _____

2. As the owner of the dwelling or extension, I hereby declare that, having regard to the provisions of Article 9(5) of the Building Control Regulations 1997 to 2015, I have decided to opt out of the requirement to subject the above building works to statutory certification as comprehended by Part II and Part IIIC of the Building Control Regulations 1997 to 2015.

3. I understand my statutory obligation as owner to ensure that the dwelling or extension is designed and constructed in accordance with the relevant requirements of the Second Schedule to the Building Regulations 1997 (as amended).

Dwelling Owner's Signature:			Date:
Name of D	welling Owner(s):		
Address:			
Tel:	Fax:	Email:	

Article 10 Procedure on receipt of notice

(a) record the date of receipt of the notice, and

(b) consider whether the notice complies with the requirements of article 9

Where a *building control authority consider* that a commencement notice complies with the requirements of article 9, they shall send to the person giving the notice an acknowledgement stating the date of receipt of the notice.

Article 10 Procedure on receipt of notice

Where a building control authority considers that a commencement notice does not comply with Article 9, respond,

within 7 days of receipt of a notice filed electronically or

within 12 days of receipt of a notice received in writing

notify the person giving the commencement

(a) the commencement notice is invalid and cannot be accepted by the authority, or

(b) that such revised notice, or such additional information or fee, as may be necessary to comply with the said Article will be required to be submitted.

- Article 20A 7 Day Notice
- (i) all works or buildings to which Part III applies, pursuant to Article 11(1) of these Regulations, and

(ii) where it is propose to commence work <u>before</u> grant of the relevant fire safety certificate.

Shall be submitted not less than 7 days in advance of commencement of work.

There is no expiry date for a 7day notice once it has been validated

- A 7 day notice shall be
- (i) filed electronically on the Building Control Management System or set out on the form for that purpose included in the Third Schedule,

Commencement Notice & 7 day Notice What documents are required to be lodged with a 7day notice ?

- A valid application for a fire safety certificate
- A 7 day notice statutory declaration
- Such plans, calculations, specifications and particulars as are necessary to outline how the proposed works or building will comply with the Building Regulations
- General arrangement drawings including plans, sections and elevations,
- Schedule of such plans, calculations, specifications and particulars as are currently designed or as are to be
 prepared at a later date,
- The completion of an online assessment, via BCMS
- The preliminary Inspection Plan prepared by the Assigned Certifier,

What Certificates and Notices are required to be lodged with a 7Day notice?

(i) a Certificate of Compliance (Design),

(ii) a Notice of Assignment of Person to Inspect and Certify Works (Assigned Certifier),

(iii) a Certificate of Compliance (Undertaking by Assigned Certifier),

(iv) a Notice of Assignment of Builder, and

(v) a Certificate of Compliance (Undertaking by Builder)

The forms are set out in the third Schedule to the Building Control Regulations and can not be altered

FORM OF 7 DAY NOTICE Building Control Acts 1990 and 2007		3b. Residential Development Information: Total number of dwelling units (all phases*): Total no. of phases* of which are multiple unit dwellings.							
					Building Control Authority:	Unique Identifier:(for official use only)	2014 F19476 JEAN ALTER IN THIS SECTION		are multiple unit owenings.
						(jor official and only)	1000 000 000 000 000 000 000 000 000 00	ed under this 7 Day Notice:	
			by this phase/ 7 Day Notice**:						
1. I hereby give 7 days notice in accordance	ce with Part IIIA of the Building Control Regulations	Commencement date f	-						
1997 to 2014 that it is intended to carry	ce with Part IIIA of the Building Control Regulations y out the development as described below.	(Proposed) End-date f	34						
Name of Building Owner(s):		* Where applicable, i.e. ** Include single house	e. phasing not relevant for single se figure here also.	houses.					
Address:		4. Builder:							
I									
		Address:							
Tel: Fax:	Email:	Construction Industry	Register Ireland registration nur	mber (where applicable):					
Proposed Commencement Date:	took de bod at hadad de bad de redad de bad de badad	5. Building Designer D	Details:						
2. Londone the fee neurable for making th	Notice of C	Name:							
2. I enclose the fee payable for making the	Is Notice of e	Address:							
3a. PROJECT PARTICULARS: (In addi Section 3b below)	ition, for Residential Developments, please complete	1005310	- Fax: Email: umber (where relevant):						
Description of proposed development: -		and the second s		NAMES OF A DESCRIPTION OF					
		tory certificate of desi Notice.	ign compliance signed by the al	ol Regulations 1997 to 2014, the manda- bove Designer accompanies this 7 Day					
Planning Permission No.:	Date Granted:	6 Submission of Docu	monte (where annlicable): A Sci	hedule of Documents accompanying this					
Date of expiry:		7 Day Notice is attach	ed in the following format:	hedule of Documents accompanying this					
Valid Fire Safety Certificate Applied for ((date):	Schedule of Docu	uments (Plans, Calculations, Spec Particulars)	cifications, Ancillary Certificates &					
Fire Safety Certificate No.:		Document	Reference	Description/Remarks					
Location of development:	entry we are to be to be a fight of the second of the second of								
Number of buildings:	Number of new buildings:	Contraction (Depth)	85						
Use of buildings:		7. Signature by Buildin	158 al 199						
		Signature: (Building Owner		Date:					

DESIGN CERTIFICATE

Form of Certificate of Compliance (Design)

B	uilding Control Authority:	Unique Identifier: (for official use only)
1.	This certificate relates to the following build	ling or works:
2.	This certificate has been prepared in accord and Certifying Buildings and Works [as pub Building Control Act 1990] or equivalent.	dance with the Code of Practice for Inspecting lished by the Minister under section 3(7) of the
3.	with others, the building or works described firm that I am a person named on a register Building Control Act 2007 or Section 7 of	by the building owner to design, in conjunction above and to certify such design. I further con- r maintained pursuant to Part 3 or Part 5 of the f the Institution of Civil Engineers of Ireland am competent to carry out my design and to ling or works concerned.
4.	included in the schedule to the 7 Day Notice have been prepared exercising reasonable members of the design team and special coordinated, have been prepared to demonst	cifications, ancillary certificates and particulars e to which this certificate is relevant, and which skill, care and diligence by me, and by other list designers whose design activities I have strate compliance with the requirements of the is insofar as they apply to the building or works
5.	plans, calculations, specifications and particu and having relied on ancillary certificates and design for the works or building is in complia	care and diligence, that, having regard to the lars which have been prepared by me and others d particulars referred to at 4 above, the proposed ance with the requirements of the Second Sched- ley apply to the building or works concerned.
Si	gnature: ———	Date:
Pe	erson's Name:	Registration No.:
0	n behalf of:	(company name where relevant)
A	ddress:	
To	el:	Email:
Pr	ractice registration number (where relevant):	

NOTICE OF ASSIGNMENT OF ASSIGNED CERTIFIER

(Notice of Assignment of	Person Ass	igned to Inspect	and Certify	Works)
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	(Notice of Assignment of Person Assigned to Inspect and Certify Works)				
Bu	uilding Control Aut	hority:	Unique Identifier:(for official use only)		
1.	This notice of assig	nment relates to th	e following building or works:		
2.	person named on a Act 2007 or Section Act 1969. I am sati Buildings and Wor works and to coord or works for compli- lations insofar as th	register maintaine 7 of the Institutio sfied having regard ks that the person inate the inspection ance with the requi ney apply to the bu	ed the following person as Assigned Certifier, being a d pursuant to Part 3 or Part 5 of the Building Control n of Civil Engineers of Ireland (Charter Amendment) to the Code of Practice for Inspecting and Certifying so assigned is competent to inspect the building of work undertaken by others, and to certify the building irements of the Second Schedule to the Building Regu- ilding or works concerned.		
			Registration No.:		
	Construction of the second of the second		(Company/Practice name where relevant)		
	Address:				
	Tel:	Fax:	———— Email: ————————————————————————————————————		
	Practice registratio	n number (where r	elevant):		
3.	other information,	as may be necessary	trol Act 1990 for plans, documents, specifications and y to show that the building or works, if built in accord- comply with the requirements of the Building Regu- so assigned.		
4.	I undertake to notify the Building Control Authority in writing of any change in the person assigned to inspect and certify the building or works as notified herein.				
Bi	uilding Owner's Sign	nature:	Date:		

UNDERTAKING BY ASSIGNED CERTIFIER

Form of Certificate of Compliance

	an or compliance
Building Control Authority:	Unique Identifier:
1. This certificate relates to the	following building or works:
or equivalent, I undertake to or works and to coordinate th mentation of the inspection pl of the Second Schedule to th or works to which the accon	of Practice for Inspecting and Certifying Buildings and Works, use reasonable skill, care and diligence, to inspect the building the inspection work of others and to certify, following the imple- lan by myself and others, for compliance with the requirements the Building Regulations insofar as they apply to the building inpanying 7 Day Notice together with the plans, calculations, cates and particulars listed in the schedule thereto refer.
Signature:	Date:
Person's Name:	Registration No.:
On behalf of:	(company name where relevant)
Address:	
	———— Email: —————
Practice registration number (wh	here relevant):

NOTICE OF ASSIGNMENT OF BUILDER					
Building Control Authority:	Unique Identifier:(for official use only)				
1. This notice of assignment relates to t	the following building or works:				
 As the building owner, I have assign works and I am satisfied that they my behalf. Builder's Name: 	ned the following person as Builder of the building or are competent to undertake the works so assigned on				
Address:					
Tel.: Fax:	Email:				
Construction Industry Register Irela	nd registration number (where applicable):				
 I undertake to notify the Building Co assigned as Builder of the building of 	ontrol Authority in writing of any change in the person or works as notified herein.				
Building Owner's Signature:	Date:				

UNDERTAKING BY BUILDER

FORM OF CERTIFICATE OF COMPLIANCE

Building Control Authority:	Unique Identifier:
1. This certificate relates to the following bui	lding or works:
described above and that I am competent to	by the building owner to undertake the work o undertake the works concerned. I further under or engaged by me to undertake any of the work uch works.
specifications, ancillary certificates and par to which this undertaking refers and certif (Design), or as subsequently issued to me a Authority, and such other documents rele	works in accordance with the plans, calculations ticulars listed in the schedule to the 7 Day Notice ied under the Form of Certificate of Compliance nd certified and submitted to the Building Control vant to compliance with the requirements of the ons as shall be retained by me as outlined in the ying Buildings and Works.
or equivalent, I further undertake to coope plan prepared by the Assigned Certifier an I shall certify that the works or building is i	Inspecting and Certifying Buildings and Works rate with the inspections set out in the inspection d to take all reasonable steps so as to ensure than n compliance with the requirements of the Second sofar as they apply to the building or work
Signature:	Date:
(where the signatory is an employee) On beh	alf of:
Name:	
Address:	
M <u></u>	
Tel: Fax:	– Email:
Construction Industry Register Ireland registi	ration number (where applicable):

FORM OF 7 DAY NOTICE STATUTORY DECLARATION Building Control Acts 1990 and 2007 7 Day Notice Statutory Declaration OFFICIAL USE Building Control Authority:

> Date Received ______ Register Ref. _____ Entered on _____ Entered by _____ Fee Received

I / We of

do solemnly and sincerely declare that I / we have made an application to the above Building Control Authority for a Fire Safety Certificate in respect of works commencing

not less than 7 days from this date.

Description of works:_____

located at _

pursuant to Article 12 of the Building Control Regulations 1997 to 2009 and I / we solemnly declare that the application has been completed in full and complies in all respects with the relevant provisions of the Building Control Regulations.

I / We further solemnly declare that any works that have commenced before the grant of the Fire Safety Certificate will comply fully with the Building Regulations and I / we will, within such period as may be specified by the Building Control Authority, carry out any modification of such works that is required by or under the Fire Safety Certificate, including any condition(*s*) attached to the Fire Safety Certificate when granted by the Building Control Authority.

Signed:

Date:

Signed in the presence of Commissioner of Oaths:— Name: Address:

Signature: Commissioner of Oaths

Warning: It is an offence for a person to knowingly or recklessly make a Statutory Declaration that is false or misleading in a material respect.

Summary

- 4 types of Commencement Notices
- Only applicable where the compliance with the Building Regulations is required
- Exempted from planning permission exempted from Building Control Regulations (not building regulations)
- BCMS is not the Building control Regulations, online assessment only
- Importance of Design Cert, etc.,
- Building Control Authority considers to validate
- 7day notice requires a FSC application
- 7day certs different than CN certs
- 7day notice never expires or withers
- Can not get a 7day notice for completion of works
- Built and certified to the Design Cert, Schedule 6 form