

FORM OF COMMENCEMENT NOTICE FOR DEVELOPMENT

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

Building Control Authority:

Unique Identifier: _____

(for official use only)

1. I, hereby give notice in accordance with Part II of the Building Control Regulations 1997 to 2014 that it is intended to carry out the development as described below commencing on the date of _____

Name of Building Owner(s): _____

Address: _____

Tel: _____ Fax: _____ Email: _____

2. I enclose the fee payable for making this Notice of €: _____

3a. PROJECT PARTICULARS: *(In addition, for Residential Developments, please complete Section 3b below)*

Description of proposed development: _____

Planning Permission No.: _____ Date Granted: _____

Date of expiry: _____

Fire Safety Certificate No. (if applicable): _____

Disability Access Certificate No. (if applicable): _____

Location of development: _____

Number of buildings: _____ Number of new buildings: _____

Use of buildings: _____

3b. Residential Development Information:

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

Total no. of phases* _____ of which _____ are multiple unit dwellings.

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.

4. Builder:

Name: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

Construction Industry Register Ireland registration number (where applicable):

5. Building Designer Details:

Name: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

Practice registration number (where relevant): _____

Where required under Part III of the Building Control Regulations 1997 to 2014, the mandatory Certificate of Compliance (Design) signed by the above Building Designer accompanies this Notice.

6. Submission of Documents (where applicable): A Schedule of Documents accompanying this Commencement Notice is attached in the following format:

Schedule of Documents (Plans, Calculations, Specifications, Ancillary Certificates and Particulars)

Document	Reference	Description/Remarks

7. Signature by Building Owner:

Signature: _____

Date _____

(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:

1 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.

2 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.

3 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.

4 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 registration number (where relevant): _____

(Article 9)

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 the following building or works:

2 As the building owner, I have assigned the following person as Assigned Certifier, being 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. I am satisfied having regard to the Code of Practice for Inspecting and Certifying Buildings and Works that the person so assigned is competent to inspect the building or works and to coordinate the inspection work undertaken by others, and to certify the works for compliance with the requirements of the Second Schedule to the Building Regulations insofar as they apply to the building or works concerned.

Name: _____

Qualification(s): _____ Registration No.: _____

On behalf of: _____ (Company/Practice name where relevant)

Address: _____

Tel: _____ Fax: _____ Email: _____

Practice registration number (where relevant): _____

3 Any requests under the Building Control Act 1990 for plans, documents, specifications and other information, as may be necessary to show that the works or building, if built in accordance with the design proposed, will comply with the requirements of the Building Regulations, may be directed to the person 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.

Building Owner's Signature: _____ **Date:** _____

UNDERTAKING BY ASSIGNED CERTIFIER Form of Certificate of Compliance

Building Control Authority

Unique Identifier: _____
(for official use only)

1 This certificate relates to the following building or works:

2 In accordance with the Code of Practice for Inspecting and Certifying Buildings and Works, or equivalent, I undertake to use reasonable skill, care and diligence, to inspect the building or works and to coordinate the inspection work of others and to certify, following the implementation of the inspection plan by myself and others, for compliance with the requirements of the Second Schedule to the Building Regulations insofar as they apply to the building or works to which the accompanying Commencement Notice together with the plans, calculations, specifications, ancillary certificates and particulars listed in the schedule thereto refer.

Signature: _____ **Date:** _____

Person's Name: _____ Registration No.: _____

On behalf of: _____ (company name where relevant)

Address: _____

Tel: _____ Fax: _____ Email: _____

Practice registration number (where relevant): _____

(Article 9)
NOTICE OF ASSIGNMENT OF BUILDER

Building Control Authority

Unique Identifier: _____
(for official use only)

1 This notice of assignment relates to the following building or works:

2 As the building owner, I have assigned the following person as Builder of the building or works and I am satisfied that they are competent to undertake the works so assigned on my behalf.

Builder's Name: _____

Address: _____

Tel.: _____ Fax: _____ Email: _____

Construction Industry Register Ireland registration number (where applicable): _____

3. I undertake to notify the Building Control Authority in writing of any change in the person assigned as Builder of the building or works as notified herein.

Building Owner's Signature: _____ **Date:** _____

**UNDERTAKING BY BUILDER
FORM OF CERTIFICATE OF COMPLIANCE**

Building Control Authority

Unique Identifier: _____
(for official use only)

1 This certificate relates to the following building or works:

2 I confirm that I have been commissioned by the building owner to undertake the works described above and that I am competent to undertake the works concerned. I further undertake to ensure that any persons employed or engaged by me to undertake any of the works involved will be competent to undertake such works.

3 I undertake to construct the building or works in accordance with the plans, calculations, specifications, ancillary certificates and particulars listed in the schedule to the Commencement Notice to which this undertaking refers and certified under the Form of Certificate of Compliance (Design), or as subsequently issued to me and certified and submitted to the Building Control Authority, and such other documents relevant to compliance with the requirements of the Second Schedule to the Building Regulations as shall be retained by me as outlined in the Code of Practice for Inspecting and Certifying Buildings and Works.

4 Having regard to the Code of Practice for Inspecting and Certifying Buildings and Works, or equivalent, I further undertake to cooperate with the inspections set out in the inspection plan prepared by the Assigned Certifier and to take all reasonable steps so as to ensure that I shall certify that 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:** _____ (to be signed by a Principal or Director of a building company only)

Name: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

Construction Industry Register Ireland registration number (where applicable): _____