**BUILDING CONTROL ACTS, 1990 and 2007**

**Official Use**

Date Received on \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

Ref. No. **7DAYFA \_ \_ \_ \_ \_ \_ \_**

Premises ID \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

Date Entered in Register on \_ \_ \_ \_ \_ \_ \_ \_ \_

Fee Received €…………………………..

Receipt No. ……………………………….

Date Validated on \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

**FORM OF APPLICATION**

**FOR A 7-DAY NOTICE** *Article 20A(2) from SI 9 of 2014*

*ALL RELEVANT SECTIONS MUST BE COMPLETED*

 TO: **Kilkenny County Council,**

 **Kilkenny Fire and Rescue Service,**

 **Building Control Section (Fire),**

 **Fire Service Headquarters,**

 **Gaol Road,**

 **Kilkenny.**

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| 1. I hereby give 7 Days notice in accordance with Part III A of the Building Control Regulations 1997 to 2014) that it is intended to carry out the development as described below.

Name of Building Owner(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address of Building Owner(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Proposed Commencement Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1. I enclose the fee payable for making this Notice of (€): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Details of Calculation: \_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Method of Payment: [ ] Cheque / [ ] Card / [ ] EFT Payment Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1. **(A) PROJECT PARTICULARS:** (in particular for Residential developments, please complete Section 3b below)

Description of proposed development: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Planning Permission No.: \_\_\_\_\_\_\_ Date Granted: \_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Expiry: \_\_\_\_\_\_\_\_\_\_\_\_\_Valid Fire Safety Certificate applied for (Date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fire Safety Certificate No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location of development: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Number of buildings:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of new buildings: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Use of buildings: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| 1. **(B) Residential Development Information**

Total number of dwelling units (all phases\*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Total no. of phases\* \_\_\_\_\_\_\_\_\_\_\_\_\_ of which \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ are multiple unit dwellings.Phase being commenced under this 7 Day Notice: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_No. of units covered by this phase / 7 Day Notice \* \*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Commencement date for this phase: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Proposed) End-date for this phase: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\* where applicable, i.e. phasing not relevant for single houses.\* \* Include single houses figure here also. |
| 1. **Builder Details:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Construction Industry Register Ireland registration number (where applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1. **Building Designer Details:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Practice registration number (where applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Where required under PART IIIA of the Building Control Regulations 1997-2014, the mandatory certificate of design compliance signed by the above Designer accompanies this 7 Day Notice. |
| 1. **Submission of documents (where applicable):** a schedule of documents accompanying this 7 day notice is attached in the following format:

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

|  |  |  |
| --- | --- | --- |
| **Document** | **Reference** | **Description / Remarks** |
|  |  |  |
|  |  |  |

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| 1. **Signature by Building Owner:**

**Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Building Owner(s))**Print NAME(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Role of Signee(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(role within the company / entity where the applicant is a company or organisation)* |

***DATA PROTECTION CONSENT FORM***

Fire Safety Certificates under the Building Control Regulations and

Fire Services Acts 1981 and 2003

**Data Protection Acts 1988 to 2018**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ consent to the collection and processing of the data provided by me by Kilkenny County Council and the sharing of this data with relevant agencies/bodies for the purposes of *[1] viewing, assessing, validating, verifying, scanning, storing and retrieving fire safety certificates under the Building Control Regulations 1997 and [2] for use under Pre-Incident Planning under Section 22(4) of the Fire Services Acts 1981 and 2003 for collating, preparation and using such data and [3]* to assist in the administration and provision of an efficient and effective emergency response in accordance with the Fire Services Acts 1981 and 2003.

I agree that Kilkenny County Council when assessing my application may contact other Government Departments including Department of Social Protection, Revenue Commissioners and the Department of Justice to confirm the information provided.

Any personal information which you provide may be shared/exchanged with other Government Departments/Agencies in accordance with the law and will be used by Kilkenny County Council and other Agencies to carry out our legal obligations, for the detection of fraud or for the prevention of crime and in relation to compliance with relevant Fire Safety, Building Control and Building Regulation legislations.

Kilkenny County Council will treat all information and personal data you give us as confidential. We will retain your data for no longer than is necessary for the purpose of *[1] viewing, assessing, validating, verifying, scanning, storing and retrieving fire safety certificates under the Building Control Regulations 1997 and [2] for use under Pre-Incident Planning under Section 22(4) of the Fire Services Acts 1981 and 2003 for collating, preparation and using such data* and in accordance with the Council’s Retention Policy.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(PRINT in Block Capitals)

⃝ I do not consent to my data being processed, shared and stored by Kilkenny County Council for the purposes outlined above.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(PRINT in Block Capitals)