

**Notice of Intention to Build and Deposit of Plans and Sections.**

To the Berkhamsted Rural District Council  
(Name of Local Authority.)

I hereby give you Notice, in pursuance of the Council's Building Byelaws, that I intend to erect<sup>1</sup> Build an extra room and bathroom  
at Rowan Hill, Frithsden Copse, Berkhamsted.

As required by the said byelaws I send herewith in duplicate a block plan of the building, a <sup>2</sup>key plan showing the position of the site, and, so far as necessary to show whether the building complies with the byelaws, (or conditions of exemption) which apply to it, a plan of every floor and sections of every storey, floor and roof of the building, which plans and sections show all the particulars required by the byelaw relating to the deposit of plans.

<sup>3</sup>The description of the materials of which the building will be constructed, of the mode of drainage, and of the means of water supply are given below :—

(1) The ground surface within the external walls will be covered with Concrete.

(2) The foundations will be constructed of Concrete

(3) The damp-proof courses will consist of Bitumen

(4) (a) The external walls will be constructed of Multi colour Flettons & plain flettons.

(b) The party walls will be constructed of 3" breeze blocks

(c) Other walls will be constructed of

(5) The floors will be constructed of 12 1" T.F. & G floor on 2" x 7" joists

1. Describe class or nature of the building and state whether it will be used wholly or in any part for human habitation, for the habitual employment of persons in any manufacture, trade or business, or wholly or predominantly for purposes of storage.
2. A key plan is not essential if the position of the site is sufficiently identifiable from the block plan. The reference to a key plan should be deleted if such a plan is not sent.
3. The person completing this form should first consult the building byelaws and, where appropriate, describe the materials proposed to be used in terms which coincide with those used in the relevant byelaws under the headings "Materials", "Sites", "Foundations", "Roofs", and "Drainage" and, in general, give sufficient particulars to show compliance with the relevant byelaw and indicate, in appropriate cases, whether any of the British Standard Codes of Practice are relied on.

**Note.—For further instructions and Notes see page 4.**

(6) The roof members will consist of 2" x 4" joists & rafters  
and generally as existing specification

(7) The roof will be covered with Clay tiles to match House

(8) The eaves guttering will be of 4" cast iron

(9) The mode of drainage of the building will be as shown on the accompanying block plan and in accordance with the following information:—

(a) drains will be formed of the following material—

Connection to existing soil drain manhole in 4" E ware

(b) soil pipes will be formed of the following material—

4" LCC

(c) ventilating pipes to the drains and the parts of soil pipes carried up as ventilating pipes will be formed of the following material—

4" LCC

(10) The building will be supplied with water from the existing house supply

(11) (*Note.* Here should be set out particulars of miscellaneous works and fittings, *e.g.*, fireplaces, grates, fitted gas fires and water heaters.)

Hot-water by self contained heater. Heating by connection to house central heating, also electric fire.

Dated

Signature  
and  
Address

E.W.Rayment & Co

Potten End Berkhamsted.

State whether Owner (or Architect,  
Builder or other agent)

Builder.

If not the Owner, state the Name  
and Address of the person on whose  
behalf this Notice is given

(For use in Council Office only.)

Date received

No. in Plan Register

## INSTRUCTIONS—continued.

4. This form must be carefully filled in ~~in duplicate~~ by the person depositing the plans, etc., and sent with the plans and sections also ~~in duplicate~~ to the Surveyor, Council Offices,

5. The following plans and sections on linen or other suitable and durable material must accompany this Notice:—

- (a) a plan of every floor, and sections of every storey, floor and roof of the building;
- (b) a block plan of the building;
- (c) a key plan showing the position of the site when it is not sufficiently identifiable from the block plan.

The plans and sections must be to a scale of not less than one inch to every eight feet or, if the building is so extensive as to render a smaller scale necessary, not less than one inch to every sixteen feet; the block plan must be to a scale of not less than one inch to every forty-four feet and key plan to a scale of 1/2,500. The scale must be indicated on all plans, sections and drawings, and the north point indicated on all block and key plans.

The plans and sections must normally show:—

- (i) the level of the site of the building, the level of the lowest floor of the building, and the level of any street adjoining the premises in relation to one another and above some known datum;
- (ii) the position of the damp-proof courses and any other barriers to moisture, the position, form and dimensions of the foundations, walls, windows, floors, roofs, chimneys and the several parts of the building;
- (iii) the form and dimensions of every watercloset, urinal, earthcloset, ashpit or cesspool (including a septic tank or settlement tank) or well or water tank or cistern for the storage of rainwater for human consumption to be constructed in connection with the building.

The block plan must normally show:—

- (i) the size and position of the building and its relationship to adjoining buildings;
- (ii) the position and width of every street adjoining the premises;
- (iii) the size and position of every garden, yard and open space on the premises;
- (iv) the lines of drainage, the size, depth and inclination of every drain, and the means to be provided for the ventilation of the drains;
- (v) the position and level of the outfall of the drains;
- (vi) where the drainage is intended to be connected to a sewer, the position of the sewer.

## NOTES.

### Permission for Development of Land.

Attention is directed to Part III of the Town and Country Planning Act, 1947, which provides that persons who intend to develop land must apply to the Local Planning Authority for permission for development (see Note "A" below).

For cases where permission for development is not required, see Note "B" below.

A separate application form for permission for development of land is obtainable from the offices of this Local Authority.

*Note (A)* The expression "development" means the carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land.

*Note (B)* The exceptions which do not require permission for development are such as:—

1. Carrying out works for maintaining, improving or altering a building which do not materially affect the external appearance of it.
2. The use of a building or land within the curtilage of a dwelling-house for a purpose incidental to the enjoyment of the dwelling-house as such.
3. Certain classes of development are in addition permitted by the Town and Country Planning General Development Order, 1950, as to which, reference should be made to Article 3 and the First Schedule thereof.

It is to be noted, however, that the use as two or more separate dwelling-houses of a building previously used as one dwelling-house, is development.

### Building Licences for New Houses.

A form of application for this purpose is also obtainable from the offices of the Local Authority.

**New Buildings in Private Streets.** As respects a new building to be erected in a private street, the sum likely to be needed for private street works must be paid to the highway authority, or security given for it, before any building work is commenced, if the case is one to which Section 1 of the New Streets Act, 1951, applies. Information on this may be obtained from the Council offices.

*Important.* No operations should be carried out until:

- (a) The plans have been passed under the Building Byelaws, and where necessary;
- (b) Permission for development and building licence have been obtained; and
- (c) Any payment due in respect of street works has been made or secured.