

**Building Control Section,
Housing and Public Protection, Directorate of Place
Room G.4.2, The Civic Centre, Oystermouth Road,
Swansea, SA1 3SN
TEL:(01792) 635636 FAX:(01792) 635644
e-mail: bcon@swansea.gov.uk**



This is the simpler of the two methods of notification. It cannot be used where a new building is to be built on a private street (un-adopted highway) or is a building to which the Regulatory Reform (fire safety) Order 2005 applies e.g. anything other than domestic.

The advantage is that generally no plans are required, but you must be sure that you or your builder is fully conversant with the regulations.

Contact the Office on 01792 635636 to determine the appropriate fee for your proposal



Complete a Building Notice application form and together with the appropriate fee you can either send or deliver to:

**Building Control Section, Housing & Public Protection, Directorate of Place,
City & County of Swansea, Room G.4.2, The Civic Centre, Oystermouth Road, Swansea,
SA1 3SN**

Or alternatively

You can e-mail the form to bcon@swansea.gov.uk – to make a card payment you can contact the office on 01792 635636

Or alternatively

Contact the office on 01792 635636 where a form can be completed on your behalf - and a card payment can be made over the phone



***You need to notify us of commencement
Contact us on 01792 635636
You can also contact us for an informal discussion about your proposals.***

This information is available in alternative format, or if you need help with filling in any forms please ask