

# Notice of Intent to Demolish

## Section 80 of the Building Act 1984

**1 Applicant's details**  
 Name: \_\_\_\_\_ Address: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**2 Agent's details**  
 Name: \_\_\_\_\_ Address: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**3 Location of building where demolition is to take place**  
 Address: \_\_\_\_\_

**4 Description of demolition**  
 \_\_\_\_\_  
 \_\_\_\_\_

**5 Dates**  
 Intended Start Date: \_\_\_\_\_  
 Intended Finish Date: \_\_\_\_\_

**6 Notification of adjacent Occupiers**  
 I confirm that I have given a copy of this notice to the following persons being occupiers of the Building(s) adjacent to the site of the demolition works: *(Please include property name, no. & postcode)*  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**7 Statement**  
 I hereby give notice that I intend to effect certain works of demolition as described above

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

It is the duty of the person giving this notice to send or give a copy of it to:

- a) The occupier of any building adjacent to the building(s) referred to above;
- b) National Grid Plant Protection, Brick Kiln Street, Hinckley, Leicester LE10 0NA
- c) Anglian Water Services, PO Box 495, Huntingdon, PE29 6YY
- d) B T National Notice Handling Centre, Network House, Goodall Street, Walsall, WS1 2HE

Please ensure that the demolition is carried out in accordance with the recommendations contained in British Standard 6187:2011 - Code of Practice for full and partial demolitions.

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**Submit your completed notice:**

**By email to:** [applications@cncbuildingcontrol.gov.uk](mailto:applications@cncbuildingcontrol.gov.uk)

**In writing to:** CNC Building Control  
PO Box 1370  
Norwich  
NR15 2GX

If you would like more information and advice or would like a large print copy of this form, please contact us:

**By email on:** [enquiries@cncbuildingcontrol.gov.uk](mailto:enquiries@cncbuildingcontrol.gov.uk)

**By telephone on:** 0808 168 5041

**How we will use your information**

We lawfully process your personal data in our official capacity as a public body. Your personal details are required for the purposes of administering compliance with the Building Regulations, but any information relating to this application may be used by the Partnership Councils (ie South Norfolk District Council, Norwich City Council, Broadland District Council, Borough Council of King's Lynn and West Norfolk and Fenland District Council) to carry out their functions as public bodies.

Information supplied may also need to be disclosed outside of the Council to Government departments such as the Department of Transport, Communities and Local Government and other bodies such as the Fire and Rescue Service and Utility companies such as Anglian Water, or in connection with Government anti-fraud investigations.

Under data protection legislation you have the right to request access to, rectification, restriction, or objection to the processing of your personal data, as detailed on our Privacy Policy (available on our website). You can contact our Data Protection Officer at [right2know@s-norfolk.gov.uk](mailto:right2know@s-norfolk.gov.uk). You also have the right to lodge a complaint with the regulator, the Information commissioner's Office.

We retain records for 15 years from the date of completion of the project, unless an historic or significant building is affected, in which case the record will be held indefinitely.

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