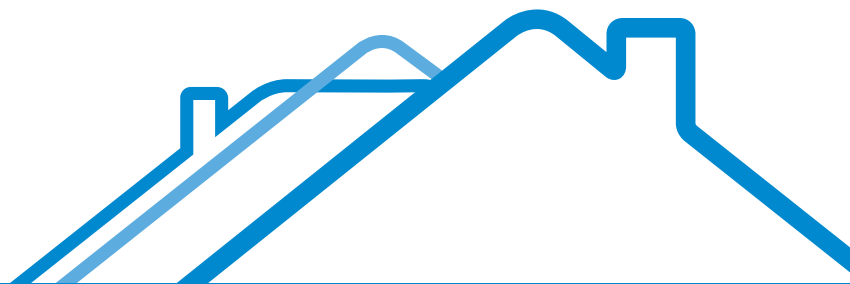


**CORNWALL
HOUSING**

Application for putting up a temporary structure



A CORNWALL
COUNCIL COMPANY

cornwallhousing.org.uk

Notes and conditions

Please complete this form and return it to:

Cornwall Housing

Chy Trevail

Beacon Technology Park

Bodmin, Cornwall PL31 2FR

Email: info@cornwallhousing.org.uk

Telephone: 0300 1234 161

Conditions to be observed in connection with the erection of temporary structures in gardens

1. A plan must be submitted giving dimensions of the proposed structure, indicating its position in the garden and distance from the house, boundaries, other structures and any manhole covers. You must also state from what material the structure is to be made and for what purpose it is to be used.
2. It must be used only as a summer house, aviary, greenhouse, coal shed, garden tool shed or cycle shed and must be wholly detached from any other building and must be only single storey.
3. In the case of a pigeon loft for homing pigeons, you must be a member of the Homing Union and comply with the recommendations made by that organisation concerning type of loft, number of birds kept and their exercise.
4. The maximum floor area of the structure must not exceed 30m² (320 sq ft) and must not be in excess of 30m³ (1,000 cubic feet).
5. The structure must not be less than 2m (6'6") from any building, 0.914m (3') from any boundary and 3.6m (12') from a window of all rooms except bathrooms. (If you wish to reduce these minimum distances you must make an application to the a Cornwall Council Building Control Manager for a relaxation of the relevant Building Regulations).
6. Permission for the structure must be obtained before any work is commenced.
7. Permission can only be given for a maximum of 2 structures in a garden at any one time.
8. Permission can only be given on a temporary basis and the structure, together with any base, must be removed and the ground made good immediately at the request of Cornwall Housing, or in any case at the termination of the tenancy, unless arrangements are made for the ingoing tenant to take over the structure. In this case, formal consent from Cornwall Housing must be first obtained.
9. You must comply with any extra conditions made by Cornwall Housing regarding the structure.
10. The structure must be constructed of good quality suitable materials and must be kept in good order at all times.
11. Sufficient anchorage must be provided to prevent the structure damaging any property through the structure's instability. Should any damage be caused to any property managed by Cornwall Housing as a result of the presence of the structure, you will be held liable for paying for the cost of remedying the damage.
12. Should any nuisance or annoyance be caused to neighbours by the structure or its contents, Cornwall Housing reserves the right to require the immediate removal of the structure.

About you

Name:

Address:

Postcode:

Telephone:

Email:

Details of proposed work

Location of the proposed work:

Description of the proposed work:

Please use the space on page 4 to provide a sketch of the works if applicable

Time required for completion of the works:

Name and address of person(s) carrying out the works:

Declaration

1. I/We have read the notes and conditions on page 2 of this form and agree not to carry out any works until approval is given.
2. I/We agree to comply with the conditions relevant and any additional conditions that may be imposed on approval.
3. I/We understand that failure to comply with the conditions may constitute a breach of the Conditions of Tenancy.
4. I/We agree to repay Cornwall Housing any costs it may incur following failure to comply with the conditions.

Signed tenant 1:

Receipt date:

Signed tenant 2:

If joint tenancy, both tenants to sign.

Any information given may be retained on computer or in our records. It will be used by Cornwall Housing for the specific purposes for which it was collected and any other relevant purposes including Government anti fraud data matching - especially Benefits, Council Tax NNDR, Housing, Salaries, Employment, Pensions and Members' Allowances. It will not be exchanged or sold to any third party. Anonymous information may be used for statistical purposes.

Please use this space to provide a sketch of the works

Note: If you are completing and returning this form online, you will need to produce a diagram separately. Please make sure you add your name and address to your diagrams and send separately to:

Application diagram, Cornwall Housing Ltd, Chy Trevail, Bodmin, Cornwall. PL31 2FR

A large grid area for sketching the works, consisting of 30 columns and 30 rows of small squares.

For office use

Receipt date:

Approval status:

Authorised:

Cond: