

What type of building regulations application do I need?

Full plans application

A full plans application requires the person submitting the application to provide full plans and construction details showing how the proposed works will be carried out to meet the requirements of the building regulations. The plans are checked by the building control team and will be approved once the design shows compliance.

During the course of the construction the person carrying out the work is required to notify building control at varying stages to allow for inspections to be carried out.

With all building work, the owner and occupier of the property or land in question is ultimately responsible for complying with building regulations. The role of checking that building regulations are, as can reasonably be determined, being complied with, falls with the building control body.

Building notice application

For a building notice application, the submission of construction details (although recommended) are not required. As a result, the proposed construction is not approved at the design stage. The person carrying out the work is required to notify building control at varying stages to allow for inspection. As the assessment of compliance is carried out entirely through the site inspections, applicants should be certain that they and their contractors are familiar with all the relevant regulations when submitting a building notice as there is a risk that completed works might not be approved, resulting in remedial costs.

It is not the role of building control to design solutions for compliance and if you are unsure then we would strongly suggest appointing a professional agent to assist.

Please note that a building notice cannot be submitted for works to any building to which the Regulatory Reform (Fire Safety) Order 2005 applies, or for extensions being built close to public sewers (except where there is a licence or letter from the water authority confirming their approval).

Application for a regularisation certificate

Where unauthorised works have been carried out, an application for a certificate of regularisation may be submitted. The owner of the property will need to provide plans and information with the application. The owner will need to provide evidence that any completed work met the applicable building regulations at the time which may involve exposing, uncovering, providing test holes or undertaking additional remedial work. It should be noted that the issue of such a certificate is at the discretion of the building control department.

Please note

Please ensure that all electrical and heating systems are installed by competent

persons and that they provide the relevant certification, such as Gas Safe, Oftec, Napit, Hetas when the work is completed. Where an installer does not have the appropriate accreditation, the local authority reserves the right to charge an additional fee to cover the inspection of this work.