

Regularisation Application

The Building Act 1984 & The
Building Regulations 2010



This form can only be used to apply for retrospective Building Regulations approval for building work that started after 11 November 1985.

Owners details

1	Name			
	Address			
	Postcode		Telephone	
	Email			

Agents details (if applicable)

2	Name			
	Address			
	Postcode		Telephone	
	Email			

Location of building to which the work relates

Please attach a site plan if the building was extended or was a new build

3	
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Description of work carried out

Please provide plans to indicate the work carried out

4	
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Use of building

5	Previous use	
	Current use	

Charges

Please see Regularisation Charges sheet for the chargeable amount

6	Estimated cost of works	£	
	Floor area (new build/ extension)		m ²
	Amount enclosed	£	

Other information

Have you applied for Planning Permission and/or Listed Building/ Conservatory Area consent?

7

Yes

No

If yes, reference number

If no, contact our development control section on 01275 888 811

Date the work was carried out

If unknown, please give an approximate date

8

Works relating to Conversion and Extensions

To the best of your knowledge does the building subject to this application have any existing components which in whole or in part contain asbestos?

9

Yes

No

Statement

This notice is given in relation to the building work described above and is submitted in accordance with Regulation 21(3) and is accompanied by a site plan and the appropriate charge.

I/We understand that further details/ information may be required by the Local Authority.

10

Name

Signature

Date

Important note

When we receive a valid application and correct fee we will inspect the work on site to determine whether it complies with the Building Regulations that were in force at the time of construction.

11

We may ask for certain parts of the work to be opened up for inspection, such as foundations, joists or beams, and we may require alterations to be carried out.

We may also need further evidence to prove compliance, for example structural calculations. Unless we are satisfied that the work was carried out in compliance with the Building Regulations, the Regularisation Certificate will not be issued.

In this case the Regularisation Charge will not be refunded as it is payable for the inspection of the site works, and not for issuing the certificate.

Submit your application:

Planning Portal -

<https://buildingcontrol.planningportal.co.uk>

Email – bc.info@n-somerset.gov.uk

Post:

North Somerset Building Control, Post Point 19,
Town Hall, Walliscote Grove Road, Weston-super-
Mare, BS23 1UJ

 **Call 01275 884 550 to pay now or post a cheque payable to North Somerset Council**

Regularisation Charges

The Building (Local Authority Charges) Regulations 2010

Valid from 1 April 2018

(No VAT is payable on Regularisation applications)



Table A: New dwellings up to 300m²

No. of dwellings (where each is less than 300m ²)	Charge
1	£918
2	£1283
3	£1645
4	£1936
5	£2216
6	£2531
7	£2683
8	£3033
9	£3360
10	£3675

Notes: For new dwellings with a floor area more than 300m² please contact us for advice.

Table B: Works to domestic buildings

Type of work	Charge
Garage & car ports up to 40m ²	£249
Garage & carports 40m ² up to 60m ²	£437
Extensions up to 10m ²	£495
Extensions over 10m ² up to 40m ²	£618
Extensions over 40m ² up to 60m ²	£746
Extensions over 60m ² up to 80m ²	£863
Extensions over 80m ² up to 300m ²	£933
Extensions over 300m ² please contact us for advice	
Loft conversions up to 40m ²	£495
Loft conversions 40m ² up to 80m ²	£624
Combined loft conversions and extension – fees for each part combined – please contact us for advice	
Conversion of garage into living accommodation	£297
Underpinning	£361
Renovation of thermal element	£149
Replacement windows	£149
Electrical work (non Competent Persons Scheme)	£495

For all other work to dwellings see table C

Notes:

1. Floor area relates to the total internal floor area of all storeys.
2. Where more than one extension was built, the floor area of each extension must be added together to determine the appropriate charge.
3. Alterations to existing building to improve facilities for the sole use of disabled persons are exempt from the charges. For details and advice please contact North Somerset Building Control.
4. For replacement windows in non-domestic buildings please refer to table C

Table C: Charges for all other types of building work

Total cost of work £	Charge
0-1000	£149
1001-2000	£225
2001-5000	£299
5001-10000	£350
10001-15000	£396
15001-20000	£449
20001-30000	£571
30001-40000	£700
40001-50000	£822
> 50000	PLEASE CONTACT US FOR ADVICE

Notes:

1. For projects with an estimated cost over £50,000 please contact us for advice
2. The total cost of the work relates to professional building rates excluding design fees (architects and engineers etc) and VAT. Estimates based on DIY projects will not be accepted
3. Please enclose a written estimate of the cost of the proposed work. We reserve the right to challenge that which is considered to be unrealistic
4. Adaptations, extensions and alterations to domestic buildings and non-profit making public buildings to assist the needs of disabled persons are generally exempt from charges. For details and advice please contact North Somerset Building Control. Evidence to support a request to exempt fees may be required

Privacy Notice:

North Somerset Council is registered with the Information Commissioner's Office for the purposes of processing personal data. Part of our service is administrated on behalf of North Somerset Council by our partner Agilisys, who can be contacted at: Third Floor, One Hammersmith Broadway, London, W6 9D; 0845 450 1131; info@agilisys.co.uk.

The personal data you provide with this application form will be held indefinitely and used in accordance with the requirements of UK and European data protection law.

Unless otherwise agreed with you, we will only collect the minimum personal data required to deliver the service, which includes your name, address, contact details and any other personal information that you decide to send to us in support of your application. We do not require any special category personal information, or information relating to criminal convictions or offences.

The information will be used for the administration of our statutory duty under The Building Act 1084 (GDPR Article 6(1)(c)) and the processing of the information provided as part of any non-statutory service is lawful as it is necessary in order to take these steps prior to entering into a contract (GDPR Article 6(1)(b)).

We will not use your personal information in a way that may cause you unwarranted nuisance. Failure to provide the information is likely to result in applications, comments about applications and other service requests not being considered or provided.

We may lawfully disclose information to public sector agencies to prevent or detect fraud or other crime, or to support the national fraud initiatives and protect public funds under the Local Audit and Accountability Act 2014. Under the conditions of the Digital Economy Act 2017, we may also share personal data provided to us with other public authorities as defined in the Act, for the purposes of fraud or crime detection or prevention, to recover monies owed to us, to improve public service delivery, or for statistical research. We do not share the information with other organisations for commercial purposes.

You have the right to see the personal data we process about you, as well as the right of objection, rectification and restriction. For details of how to make such a request, please click [here](#).

If you have any questions or concerns about the way we process your personal data, our Data Protection Officer can be contacted at DPO@n-somerset.gov.uk.
