

Building Regulations

Regularisation application

For office use

Plan no.

Receipt no.

Aggregate fee

+20%

FEE PAYABLE ON SUBMISSION OF APPLICATION – To enable us to process your application, please ensure that all the information required below is provided in full, including your Postcode and a Location Plan (to a scale of 1: 1250)

Applicants details (i.e. building owner) APPLICANT IS RESPONSIBLE FOR DEBTORS ACCOUNT

Name:

Address:

Postcode:

Tel:

Fax:

Agents details (if applicable)

Name:

Address:

Postcode:

Tel:

Fax:

Location of building to which the work relates

Address:

Postcode:

Tel:

Fax:

Details of work undertaken

Description:

Date of commencement (approx) of work undertaken:

Use of building

1) If new building or extension state use:

2) If existing building, please state present use:

Fees (see note 2)

1) If table 1 work, please state floor area of dwellings:

2) If table 2 work, please state floor area (m²):

3) If table 3A work, please supply a written estimated cost of the works, exc. VAT:

Additional information

a) Planning ref. number (if applicable):

b) Proposed ownership (new housing only):

Private enterprise / Housing association

Drainage - Details of building over public sewer (if applicable) S. 18 Building Act 1984

Mode of: a) Foul drainage

b) Surface water drainage

c) Water supply

Statement:

This notice is given in relation to the building work as described, and is submitted in pursuance of a Regularisation Certificate in accordance with Regulation 21 of the Building Regulations 2000 and is accompanied by the appropriate fee.

Name:

Signature:

Date:

PLEASE COMPLETE ADDITIONAL QUESTION OVERLEAF

Bill Murphy MRTPI Head of Planning Services
J Lutas Dip.Surv. MRICS Building Control Manager

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Seaclose, Fairlee Road, Newport, Isle of Wight, PO30 2QS
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Guidance notes:

- 1 One copy of this notice should be completed and submitted with plans and particulars indicating the works proposed to secure compliance with the Building Regulation, which were in force at the time the work commenced.

Subject to certain exceptions where Part B (Fire Safety) imposes a requirement in relation to building work a further two copies of the plans should be deposited

- 2 A Regularisation application must be accompanied by the appropriate fee, which is charged at a rate of 120% of the normal fee payable.

The appropriate fee is dependent upon the type of work carried out. Fee scales and methods of calculation are set out in the Guidance Notes on Fees, which is available on request.

- 3 In accordance with Building Regulation 21 a Local Authority may require an applicant to take such reasonable steps, including laying open the unauthorised work for inspection, making tests and taking samples as the authority think appropriate to ascertain what work, if any, is required to secure compliance with the relevant regulations.

- 4 Persons who have carried out building work or have made a material change of use of a building are reminded that permission may also have been required under the Town and Country Planning Act. Contact Development Control (01983 823552).

These notes are for general guidance only, full particulars of a 'Regularisation' request are contained in Regulation 21 of the Building Regulations 2000, and in respect of fees the Building (Local Authority Charges) Regulations 1998.

This publication is also available on audio tape, in large print, and in Braille.
For further details please contact the Isle of Wight Council on 823580.