

Building Regulation Application

Gloucestershire Building Control Group

THE BUILDING ACT 1984
THE BUILDING REGULATIONS 2010



REGULARISATION OF UNAUTHORISED WORK

(For unauthorised building works carried out on or after 11th November 1985)

PLEASE TYPE OR USE BLOCK CAPITALS

1 Address where building work has been carried out

Address: _____
Postcode: _____

Note: A location plan sufficient to readily identify the site should be included

2 Full description of unauthorised work (e.g. single storey extension to enlarge the lounge)

3 Date when work commenced: _____

4 Applicant's details (please give FULL name, postal address and contact details)

Mr/Mrs/Ms/Miss: _____
Address: _____
Postcode: _____
Email: _____ Tel: _____

5 Agent's details (if applicable, please give details of the person dealing with the project e.g architect, surveyor)

Company: _____ Contact Name: _____
Address: _____
Postcode: _____
Email: _____ Tel: _____

6 Where change of use has occurred

Present use of building: _____
Previous use of building: _____

7 Plans of regularisation works

YES ☐ NO ☐

8 Mode of drainage and water supply (e.g. to an existing mains sewer or to a new treatment plant)

Foul Water: _____ New ☐ Existing ☐ (please specify)
Surface Water: _____ New ☐ Existing ☐ (please specify)
Water Supply: Mains ☐ Other: _____ (please specify)

9 Planning Permission

Have proposals been subject to a Planning application? YES ☐ NO ☐
If yes, what is the application reference number? _____

FEES (please see the accompanying fee schedule for the appropriate Council)
Please note that VAT is not payable on Regularisation applications

10 Schedule 1 Erection of new dwellings up to 3 storeys & not more than 300m² in floor area

Was the development funded: Privately ☐ Housing Association ☐ Local Authority ☐

Number of Dwellings:

Internal floor area: m² Fee due: £

11 Schedule 2 Domestic extensions, loft conversions & garages/carports

Garage/carport internal floor area: m² Fee due: £

Extension internal floor area: m² Fee due: £

Garage conversion: m² Fee due: £

(For floor areas over 100m² please use Schedule 3)

12 Schedule 3 Other works based on estimated cost

Estimated cost (excluding vat): £ Fee due: £

(You may be required to provide an estimate)

13 Schedule 4 Installation of solar or PV panels

Fee due: £

Replacement doors/windows

Fee due: £

14 Statement

I confirm that this application is submitted in accordance with Regulation 18(2) and I seek a Regularisation Certificate in respect of the unauthorised works described under 2 above.

Signed: _____ Name: _____ Date: _____

IMPORTANT INFORMATION

Please note you may be requested to expose areas of work to enable inspections to be made

For further advice on Building Regulation matters please contact your local Building Control Service



Cheltenham AND Tewkesbury Building Control Service – Situated at Cheltenham
ALL CHEQUE TO BE PAYABLE TO CHELTENHAM BOROUGH COUNCIL

Built Environment, Municipal Offices, Promenade, Cheltenham, Glos, GL50 1PP

Tel: 01242 264321

01242 264390

Fax: 01242 227323

Email: buildingcontrol@cheltenham.gov.uk



Cotswold District Council

Building Control, Trinity Road, Cirencester, Glos, GL7 1PX

Tel: 01285 623000

Fax: 01285 653905

Email: buildingcontrol@cotswold.gov.uk



Forest of Dean District Council

Building Control Services, Council Offices, High Street, Coleford, Glos, GL16 8HG

Tel: 01594 810000

Fax: 01594 812353

Email: building.control@fdean.gov.uk



Gloucestershire Building Control Partnership

For charges please see charges information sheet

Gloucestershire Building Control Partnership, Ebley Mill, Ebley Wharf, Stroud, Glos, GL5 4UB

Email: building.control@stroud.gov.uk

Updated: May 2020