

Applicant details
Name: Address (incl postcode): Phone: Email:
Location of site to which the building work relates Address (incl postcode):
Intended use of building
Unauthorised works and approximate date the work started Description of the unauthorised work: Date work started:
Domestic Electrical Installations Please confirm whether all necessary electrical work associated with this application will be carried out by an electrician who is a member of an approved competent person scheme: Yes Details: No Building Control will arrange inspection of electrical work by a consultant Note this option will attract an additional charge over and above the normal application charge. Please refer to the scheme of charges for details.
Disabled Works Is the work to provide a facility for a registered disabled person to an existing property? Yes No DFG Number:
Regulatory Reform (Fire Safety) Order 2005 (as amended) Is the building a building to which the Regulatory Reform (Fire Safety) Order 2005 applies or will apply after completion of the building work*? Yes / No *delete as appropriate

Declaration

This application is made in relation to the building work etc., as described above. It is submitted in accordance with [Regulation 18](#) and is accompanied by the appropriate charge

I / we apply for a Regularisation Certification as described on this form and as detailed on any supplementary documents

Signature :

On behalf of* :

**insert applicants name where the declaration is made by an agent*

Date:

This form cannot be used for building regularisation certificate applications for higher-risk building work or stage of higher-risk building work or for work to existing higher-risk buildings

Fees

Table A Erection of new dwellings up to 3 storeys and not more than 300m² in floor area	
Number of Dwellings	Fee Due: £
<i>(If more than 20 please contact Building Control)</i>	
Table B Extensions (up to 2 storeys)	
Extension to a dwelling floor area not exceeding 10m²	Fee Due: £
Extension to a dwelling floor area exceeding 10m² but not exceeding 40m²	Fee Due: £
Extension to a dwelling floor area exceeding 40m² but not exceeding 60m²	Fee Due: £
Garages and Carports	
Erection of extension of a non exempt detached single domestic garage or carport up to 60m ²	Fee Due: £
Erection of a non exempt attached single storey extension of domestic garage or carport up to 60m ²	Fee Due: £
Erection of a two storey detached garage or carport	Fee Due: £
Other	
Conversion of a garage to form part of a dwelling	Fee Due: £
Conversion of existing attic space (up to 50m ²) to form 1 room as part of a dwelling	Fee Due: £
Table B1 Domestic alterations to a single building	
Alterations, installation of fittings (not electrical) and/or structural alterations. (If ancillary to the building of the extension no additional charge)	
Estimated Cost: £	Fee Due: £
Re-roofing	Fee Due: £
External rendering / cladding	Fee Due: £
Solar or photovoltaic panels	Fee Due: £
Solid fuel appliances	Fee Due: £
Internal floors and insulation	Fee Due: £
Internal rendering	Fee Due: £
Window Replacement	
0-2 Windows	Fee Due: £
2-8 Windows	Fee Due: £
8 + Windows	Fee Due: £
Table C All Other Work	
Total Cost of Works: £	Fee Due: £
Over £100,000.00 please refer to Blaenau Gwent Building Control	

Guidance Notes

The Building Notice option cannot be utilised where:-

The building is a 'designated use' under the Fire Precautions Act 1971 which Includes offices, shops, factories and hotels and/or is a workplace subject to the Fire Precautions (Workplace) Regulations 1997, Or where there is a duty to consult with the Fire Authority under the Regulatory Reform Order (Fire Safety) 2005.

Submission details

The following details should be submitted with one completed copy of the application form and the appropriate fee.

1. Application for Building Control Approval with Full Plans for Non Higher Risk Building Work:-

Full constructional specification and details plus duplicate copies of plans

2. Building Notice Applications for Non Higher Risk Building Work:-

In the case of a Building Notice, a site plan and other particulars in accordance with Regulation 13. Additional information may be requested

3. Regularisation Application:-

The Regularisation procedure should be adopted for applications in retrospect. In such instances The Local Authority may require the applicant to take reasonable steps, including laying open the unauthorised works 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 legislation

4. Reversion Applications.

The Reversion procedure should be adopted where the works revert back to the Local Authority from a Registered Building Control Approver. In such instances The Local Authority may require the applicant to take reasonable steps, including laying open the unauthorised works 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 legislation

5. The Party Wall Act 1996:-

Some works in relation to party walls could invoke proceedings under the party Wall Act 1996, you should understand these requirements prior to undertaking such proposal

6. Completion Certificates:-

Completion Certificates will only be issued when an appropriate electrical safety certificate has been received and the relevant Building Regulations charge has been paid in full

7. Drainage Connection:-

Subject to certain provisions of the Water Industries Act 1991, owners and occupiers of premises are entitled to have their private foul and surface water drains and sewers connected to the public sewers, where available. Special arrangements apply to trade effluent discharge. Persons wishing to make such connections must give not less than 21 days notice to the Authority

8. Regulations

These notes are for general guidance only; **For further information or advice on Building Regulation matters please contact:**

Blaenau Gwent County Borough Council County - Building Control Department
General Offices, Steelworks Road, Ebbw Vale, NP23 6DN
Telephone: 01495 364848 Email building.control@blaenau-gwent.gov.uk

IMPORTANT: PLANS OR NOTICES MUST BE SUBMITTED TO THE COUNCIL UNDER THE BUILDING REGULATIONS AND ANY NECESSARY PLANNING PERMISSIONS OBTAINED BEFORE ANY WORK ON SITE IS COMMENCED.

The Council will process your personal data in accordance with Data Protection Legislation. For more information and access to privacy notes outlining how the Council handles your personal data, please go to the Data Protection Section of the Council's website <https://blaenau-gwent.gov.uk/en/council/data-protection-foi/>