

Regularisation Certificate Application

The Building Act 1984
The Building Regulations 2000



Blackpool Council
BUILDING A BETTER COMMUNITY FOR ALL

Planning and Transportation Division
Building Control Section
P.O.Box 17
Corporation Street
Blackpool FY1 1LZ Tel : 01253 476219 Fax : 01253 476201

Building Standards and Control

This form is to be filled in by the person who intends to carry out building work or their agent. If the form is unfamiliar please read the notes on the reverse side or phone this office if you need any help. Please type or use block capitals

Click / tab between fields

1 Your details (person applying)

Name:

Address:

(including postcode)

Tel:

Fax:

2 Agent's details (if you have one)

Name:

Address:

(including postcode)

Tel:

Fax:

3 Location of building to which work relates

Address:

(including postcode)

4 Work carried out

Description:

5 Date of work carried out

(if not known give approximate date)

6 What is present use ?

What was previous use ?

7 Charges (see our scale of charges and fee notes over)

1. If Schedule 1 work how many properties and house types are there ? Total : Types :

2. If Schedule 2 work what is the floor area of any new building or extensions ? m²

3. If Schedule 3 work what is the estimated cost or work excluding VAT ? Total : £

4. Fee (without VAT) £ plus 20% £ Total : £

N.B. Please note that unless the correct fee is received this application is **NOT** valid

8 Services

Means of : Water supply

Foul Drainage

Surface Drainage

9 Statement

This notice is given in relation to the building work as described, is submitted in accordance with regulation 21 and is accompanied by the appropriate fee. I understand that the local authority may require me to take such reasonable steps (eg. opening up of unauthorised work for inspection, making tests and taking samples) as appropriate to establish compliance or otherwise

The use of the completed buildings *IS/IS NOT a use designated under the Fire Precautions Act 1971.

* delete as appropriate

Signed :

Date :

Guidance Notes

1. The applicant is the building owner.
2. One copy of this notice should be completed and submitted with plans and particulars indicating the works carried out.

Where Part B (Fire Safety) imposes a requirement in relation to building work a further two copies of the plans should be deposited.

3. A regularisation application must be accompanied by the appropriate fee, which is charged at a rate of 120% of the normal fee payable had the works not otherwise already been carried out (VAT is not 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.

4. In accordance with Building Regulation 21 the Council 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.
5. These notes are for general guidance only, full particulars of “Regularisation” requirements are contained in Regulation 21 of the Building Regulations 2000, and in respect of the Blackpool Borough Council Scheme of Charges for Building Regulation Work 2000.
6. Persons who have carried out the 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.
7. Further information and advice on Building Regulation matters may be obtained from your Local Authority.