



BUILDING CONTROL INFORMATION SHEET



Regularisation Applications

What is Regularisation?

Where work, which falls under the scope of the Building Regulations, is carried out without Building Control involvement. Regularisation allows the building owner to request an inspection with a view to gaining a Completion Certificate for the work.

Why don't I just do the work without notifying Building Control, and then apply for regularisation if I get found out?

- it is illegal to do so and the Council might decide to take enforcement action through the courts.
- it is more difficult, inconvenient and expensive to correct any faults when the work is completed and in use.
- a delay on selling your house will likely ensue.
- even if the work complies, you will nearly always need to damage some of it to open up elements for inspection.

How does Regularisation work?

The following should be submitted with the completed Regularisation Application form:

- A description of the unauthorised work.
- Plans of the unauthorised work.
- Plans showing additional work to be carried out to ensure compliance with the Building Regulations.
- The correct fee (based on 120% of the equivalent Building Notice Fee).

Upon receipt of your application an acknowledgement letter will be sent requesting that you notify the Building Control Section, (giving 2 days notice in writing) when a site visit can be made to inspect the works. We will then inspect the work and report to you on: -

- where it does not comply
- where we need further evidence to prove compliance – perhaps structural calculations or technical details from a product manufacturer.
- where elements need to be exposed for further inspection – perhaps foundations, joists or beams.

We will discuss with you ways to correct any deficiencies, check details submitted and re-inspect if necessary. The Council is under no obligation to issue a "Regularisation Certificate", but if the final works appear satisfactory a certificate may be issued.

Note: An application for regularisation will not prejudice the Council's statutory power under Section 36 of the Building Act 1984 in respect of any enforcement action. For information and advice on what constitutes "unauthorised work" for the purposes of the Building Regulations please contact the Council's Building Control Section: Seaclose Offices, Fairlee Road, Newport, Isle of Wight, PO30 2QS (01983) 823580. It is advisable, if you have not already done so, to contact the Council's Development Control Section to ascertain if Planning Permission was obtained (01983) 823552.

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