

This leaflet can be obtained in alternative formats, e.g. in braille, large print, on audio tape, or e-mail by contacting the Council on telephone: **01727 819289**



The District Council Offices textphone number is **01727 819570**. The service is for customers with a hearing impairment.

এই পত্রিকাতে যে তথ্য দেওয়া হয়েছে যদি আপনি আরও বুঝার সাহায্য চান তবে কোন্ করনন Telephone: 01727 866100

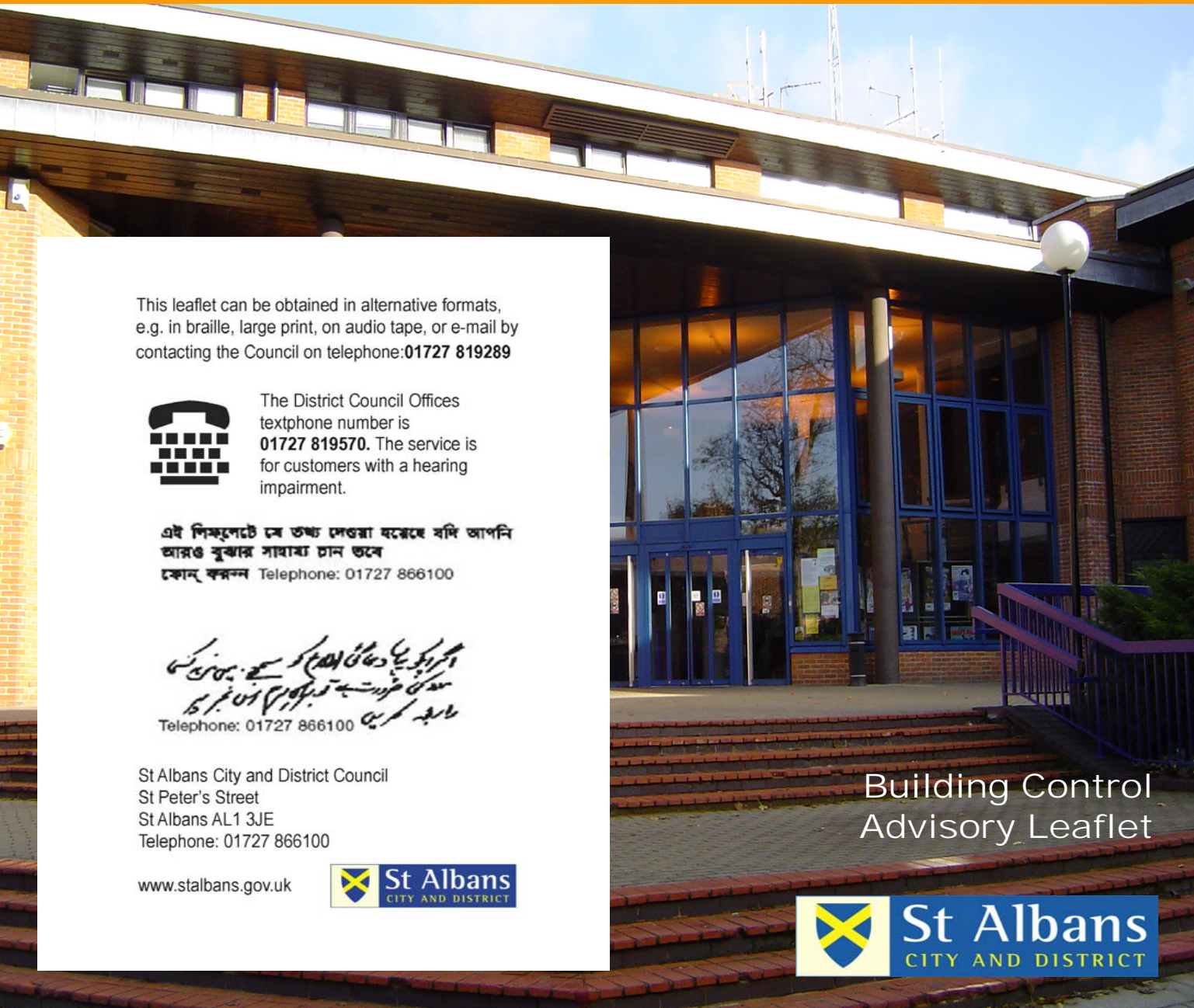
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Building Control  
Advisory Leaflet



## REGULARISATION CERTIFICATES

It is not uncommon for building work to be undertaken without the appropriate procedure being followed. Where this happens, problems often arise when selling a property. This leaflet provides information about the regularisation procedure and what to do to sort out these difficulties.

### The purpose of regularisation

The Regularisation Certificate allows the Council to regularise works that were originally carried out and completed without the submission of plans and giving of notice.

This power does not replace the enforcement powers already available to the Council and does not provide a shortcut for those who failed to follow the correct procedure.

### The regularisation procedure

Regularisation is a procedure that property owners may follow when problems arise during the process of selling a property.

It is important to note that an owner is under no obligation to make an application for a Regularisation Certificate; equally, the Council is under no obligation to accept it. An application for a Certificate can relate only to completed work.

However, in order to assess whether compliance with Building Regulations has been achieved, the Council may require the applicant to 'open up' work.

An application for a Regularisation Certificate can only be made where:

- the work commenced after 11 November 1985;
- the work came within the scope of Building Regulations; and
- no application was made at the time.

## Issuing the certificate

Before a certificate can be issued, the Council must be reasonably satisfied that the works conform to the Building Regulations and that there is no risk to the health and safety of persons in or around the property.

The Council may then either:

- say that additional works are required to meet Building Regulations standards; or
- issue a Certificate indicating that the unauthorised works are in compliance with the Building Regulations standards.

Please consult Building Control on 01727 819289 prior to making an application. They will let you know what information is required and the fee you will need to pay for the type of work involved.

### Further information

This advisory leaflet is intended to be a helpful and useful source of information and not binding on any party. The Council offers no guarantee or warranties concerning the accuracy of the information supplied.

For more information about the contents of this leaflet contact:

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