

# Building Regulation Process

## DO YOU NEED BUILDING CONTROL APPROVAL?

No

Some detached garages, sheds, conservatories and porches are exempt. Please refer to leaflet Building works exempt from the Building Regulations.

Yes

**Full Plans** submission can be used for all types of work and gives you the protection of having your plans passed by the local authority.

A **Building Notice** is recommended for minor domestic works only. This route cannot be used for buildings designated under the Fire Precautions Act or within 3m of a Public Sewer.

Send application form, 2 copies of plans (4 if commercial) and plan check fee.\*

Send application form, site & block plans together with Building Notice fee.

Plans are checked for compliance with the Building Regulations (10 day target).

Acceptance of Notice but additional drawings and specification can be requested.

An amendment letter clearly stating items that do not comply is produced.

Application approved if plans and specifications comply with the Regulations.

Negotiation to resolve any issues or nonconformities.

Application approved if amended plans and specifications comply.

**Notify Building Control to carry out site inspections.**  
Pay site inspection fee for Full Plans submission.  
Work can commence 48 hours after acceptance of the application.

**When the work is finished and is considered to comply with the Building Regulations a Completion Certificate will be issued.**

\* Work can commence 48 hours after deposit of a Full Plans application. However, it is inspected without prejudice to any alterations that are required upon approval of the application.



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BDDP060826