

Regularisation Application Form

The Building Act 1984 - The Building Regulations 2010

Please use BLOCK CAPITALS or TYPE

This form can only be used for works commenced after 11th November 1985

1	OWNERS DETAILS:		
	Name:		
	Address:		
	Postcode:	Tel:	Fax:

2	AGENTS DETAILS:		
	Name:		
	Address:		
	Postcode:	Tel:	Fax:

3	LOCATION OF BUILDING TO WHICH WORK RELATES: (attach site plan if building was extended or new build)
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4	DESCRIPTION OF WORKS CARRIED OUT: (Please provide plans indicating work carried out)
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5	USE OF BUILDING: 1. Previous Use:
	2. Current Use:

6	CHARGES: - Estimated Cost of Works £ Charge Enclosed £	Floor Area (new build/extension)	m ²
	<i>See charges information overleaf. Full details on Building Regulation charges are contained within the Building (Local Authority) Charges Regulations 1998.</i>		

7	OTHER INFORMATION: 1. Have you applied for Planning Permission and/or Listed Building/Conservation Area Consent: If yes, please provide application reference number(s): If no, please contact your local planning office for advice.	YES <input type="checkbox"/>	NO <input type="checkbox"/>

8	DATE WORKS CARRIED OUT: – (If not known give approximate date):
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9	<p>STATEMENT: This notice is given in relation to the building work as described, is submitted in accordance with Regulation 21(3) and is accompanied by a site plan and the appropriate charge</p> <p>I/We understand that further details/information may be required by the Local Authority.</p>		
	Name	Signature	Date

Regularisation charges (Valid from 1st April 2025)



TABLE A – New dwellings (including flats up to three storeys)

Units	Regularisation charge
1	£1,020
2	£1,400

TABLE B – Extensions to dwellings

Type of extension	Regularisation charge (£)
Garages and car ports	
Floor area up to - 60 m ²	£340
Extensions and loft conversions	
Up to 40 m ²	£685
Exceeding 40 m ² but not exceeding 80 m ²	£840
Exceeding 80 m ² but not exceeding 300 m ²	£1,020
Loft conversion	£685
Loft conversion and an extension up to 300m ²	£1,020

TABLE C – Stand alone alterations to a single domestic building

Type of work	Regularisation charge
Replacement windows (dwellings only)	£215
Removal of an internal wall (see notes)	£255
Alterations to an existing electrical installation (see notes below)	£395
Conversion of integral garage to habitable room	£395
Upgrading of an existing thermal element, including re-roofing works and cavity wall insulation	£215
Installation of micro generation equipment, (solar panels, wind turbines etc) and other low or zero carbon heating technology	£215

TABLE D – All other works

The following is declared to be a true and reasonable estimate of the cost of works to which this application relates, excluding works contained in either tables A or B. If more than one building is involved, please provide a schedule of information.

Total estimated cost of works	Regularisation Charge
£0-5,000	£255
£5001-10000	£390
£10001-20000	£500
£20001-30000	£635
£30001-40000	£770
£40001-50000	£885

Please send your completed Regularisation form and relevant charge (see below on how to pay) to
Building Regulations and Standards (CH), Bristol City Council, PO Box 3399, Bristol BS1 9NE

Regularisation charge:

- You can pay your fee online www.bristol.gov.uk/pay , OR
- telephone 0117 9223000, OR
- send your fee by post (cheques/postal orders made payable to Bristol City Council).

Please note that if you intend to pay by telephone:

- You must know the amount to be paid before calling.
- Have your credit or debit card ready
- Payment times are between 8.30am and 5pm, Monday to Thursday and on Fridays between 8.30am and 4.30pm
- The payment line is just for payments and not for any other type of enquiry.