



**NORTH WEST LEICESTERSHIRE
DISTRICT COUNCIL
(BUILDING CONTROL SERVICES)
BUILDING REGULATION APPLICATION**

TEL: 01530 454692 **FAX:** 01530 454690
E: building.control@nwleicestershire.gov.uk
W: www.nwleics.gov.uk/buildingcontrol

**RE-ROOF
(BUILDING NOTICE)**

Building Act 1984
Building Regulations 2000

PLEASE READ ALL OF THE NOTES OVERLEAF FIRST

Applicant ¹

Name:
Address:

Tel:
Fax:
E-mail:

Agent ²

Name:
Address:

Tel:
Fax:
E-mail:

Builder/Main Contractor ³

Name:
Address:

Tel:
Fax:
E-mail:

Location of Work:

Address:

Please note that this application should be accompanied by:-

- ◆ Details of the existing roof structure
- ◆ Details of any proposed roof strengthening
- ◆ Details of the roof tiles, slates, etc including laid weights
- ◆ Please note this is not an exclusive list. We may ask for further information at a later date
- ◆ The correct payment

Planning Permission (where applicable) ⁴

Has an application for Planning Permission been made for this work?
If Yes, please state the application number:

Charges ⁵

Please state the estimated cost of work (excluding VAT), and then determine the correct charge from Table C of the charges scheme: £

Building Regulations charge payable: £

Legal Statement

This notice, given in relation to the building work described above is submitted in accordance with Regulation 12(2)(a) of the Building Regulations 2000 (as amended) and is accompanied by the correct charge. I understand that a completion certificate will be issued providing all statutory notifications have been received.

Name:

Signature:

Date:

Notes:

1. The 'Applicant' is the person on whose behalf the work is being carried out, e.g. the owner
2. Where this section is completed, all correspondence up to the decision of the application will be sent to this person, e.g. the architect
3. Please indicate the contact details of your builder where known
4. The work that you are intending to carry out may require some form of Planning Permission. You are advised to contact the council's Development Control Section on 01530 454666/454665 for further assistance
5. The appropriate charge is dependent upon the type of work proposed. Please refer to our fees schedule, or ring Building Control to confirm the correct charges.

Your application will involve a single charge determined from Table C of the council's fees schedule. **Cheques should be made payable to NWLDC.**

6. The owner of the building is responsible for ensuring that all statutory notifications are given to this authority. Please note that statutory time periods exclude weekends and bank holidays
7. The Building Control case officer will endeavor to accept your application within 5 working days. Building Control reserves the right to request further information prior to acceptance, during or after installation
8. Regulation 13 & 16A of the Building Regulations 2000 (as amended) indicates your legal duty in full
9. **It is not the responsibility of the Council to design any roof strengthening or remedial measures.** However, where we have sufficient resources and time, assistance may be offered to you or your agents.
10. Should you require further help of information, please ring Building Control Services on 01530 454692
11. The completed application should be returned to:-

Head of Building Control
North West Leicestershire District Council
Building Control
Council Offices
Coalville
Leicestershire
LE67 3FJ