



Building Control Services
Charnwood Borough Council
Southfield Road
Loughborough
Leicestershire
LE11 2TN

Self Assessment Enquiry Form

Buildings and Work exempt from Building Regulations requirements

GREENHOUSES

Exempt buildings and work are defined in detail in Regulation 9 of *The Building Regulations*. Further information can be found in the Building Control section of the Council's website at www.charnwood.gov.uk.

In these instances, there is no need to submit an application for Building Regulations approval. Please note that this does not necessarily mean that planning permission will not be required and you should contact the Council's Planning Services if you need clarification on this.

Part 1 of this form is provided as a self assessment for determining whether the building or work you are proposing is exempt from Building Regulations requirements. This particular form applies to the erection of a **GREENHOUSE**. Separate forms are available for other types of buildings and work.

Once completed, there is no need to submit this form to the Council as it is for self assessment purposes only. However, should you need confirmation from the Council of the exemption, particularly at the time you come to sell the property, you may complete **Part 2** of the form and submit it to the Council at the address shown at the top of the form. The Council will then:

- assess the details
- write to you to indicate whether or not the Council considers the building or work to be exempt from Building Regulations requirements
- record the information and disclose the exemption status during Searches when the property is next marketed for sale

If you do complete **Part 2** of the form and submit it to the Council, the Council will make a charge of £29.37 (£25 + £4.37 VAT) for the service. Payment of the charge should accompany the submitted form.

Part 1 Self assessment questionnaire

Simply answer each of the questions in the table below. If the answer in all cases is **No**, then the work **is** exempt from Building Regulations requirements.

1	Will the greenhouse be used for retailing, packing or exhibiting?	Yes	No
---	---	-----	----

Part 2 Your details

This part to be completed **only** when the Council's confirmation of exemption from Building Regulations is required.

Name: _____

Address: _____
(to where this form should be returned)

Phone and email: _____

Address of site: _____
(if different from above)

Description of proposed building: _____