



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

## Self Assessment Enquiry Form

### Buildings and Work exempt from Building Regulations requirements

#### **SHEDS (and other similar small detached buildings)**

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](http://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 **SHED**. 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 shed (or other similar small detached building) have more than one storey?	Yes	No
2	Will the shed (or other similar small detached building) be attached to another building?	Yes	No
3	Will the shed (or other similar small detached building) have an internal floor area greater than 30m <sup>2</sup> ?	Yes	No
4	Will the shed (or other similar small detached building) have an internal floor area greater than 15m <sup>2</sup> , <b>and</b> be constructed of combustible materials (excluding windows, doors, fascia boards, roof joists and roof decking) <b>and</b> be sited within 1 metre from any boundary of the site?	Yes	No

5	Will the shed (or other similar small detached building) have either a heating, cooling or mechanical ventilation system installed?	Yes	No
6	It is a requirement that any escape window serving a third storey to the existing building should not have ladder access to it impeded by the location of the shed. Will any such ladder access be restricted by the presence of the shed (or other similar small detached building)?	Yes	No
7	Will any electrical work in the shed (or other similar small detached building) be designed, installed, inspected and tested other than by a person competent to do so in accordance with Part P (Electrical Safety) of <i>The Building Regulations</i> ? (You will need to obtain a formal certificate to prove this).	Yes	No
8	Will the shed (or other similar small detached building) be used for any other purpose (eg. living/sleeping accommodation or toilets etc)?	Yes	No
9	Will the shed (or other similar small detached building) have an adverse effect on an entrance to the existing building with regards to door widths, ramps, landings, stepped approaches etc?	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:

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Address:

(to where this form should be returned)

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Phone and email:

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Address of site:

(if different from above)

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Description of proposed building:

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