

## Conservatories and Porches, Do they require permission? Customer Guide 8



### Do you need building regulation approval?

#### NO - if the conservatory or porch is :

1. A single storey structure built at ground level
2. Is less than 30m<sup>2</sup> in floor area
3. Is separated from the dwelling, by the retention of the existing walls, doors and windows, or if removed, replaced with walls, doors and windows that meet the energy efficiency requirements
4. Where the heating system of the existing dwelling is not extended into the conservatory or porch
5. If the glazing to external walls is

(i) Toughened glass to BS 6206

Or (ii) Laminated glass to BS 6206

Or (iii) Plastic

Or (iv) Ordinary glass of equal thickness and size to the following table:

TABLE 1

#### THICKNESS

6mm

8mm

10mm

12mm

15mm

#### SIZE

Max 250mm wide and...up to 0.5m<sup>2</sup> in area

Up to 1.10m<sup>2</sup> in area

Up to 2.25m<sup>2</sup> in area

Up to 4.50m<sup>2</sup> in area

Any size

NO - your attention is drawn to the requirements of the Party Wall Act 1996 which may affect your submitted proposals. You must notify all affected neighbours if work which you are intending to carry out falls within the Act.

This may include:

- Work on an existing wall shared with another property
- Building on the boundary with a neighbouring property
- Excavating near a neighbouring property

The following leaflets are available either from the building control website or by contacting the Building Control Team:-

- Customer Guide 13 The Party Wall etc. Act 1996
- "The Party Wall etc. Act 1996: explanatory booklet"

#### YES - if the conservatory or porch does not meet the requirements opposite.

\*Please complete the form opposite and send it to us, so that we can confirm whether your conservatory / porch is exempt or not.

### Please Remember

The owner / builder must ensure that the erection of the conservatory or porch does not cause any danger to health and safety. For instance, its positioning must not affect the firesafety precautions of the existing house by jeopardising an escape window.

### Greenhouses

Greenhouses, irrespective of their size are exempt from the Building Regulations. This exemption does not apply to greenhouses used for retailing, packaging or exhibiting. However, the erection of the greenhouse must not cause a new or greater contravention of the Building Regulations.

## Providing guidance

Please consult the Building Control Team prior to making an application. The Service is there to help if you are in any doubts over requirements or require further information. Advice is available from our Building Control Team, who are contactable on : 01635 519356.

This is one of a number of Customer Guides to help you through the Building Control process. Copies are available either through our website or by contacting our Building Control Team.

## Need help?

Our Building Control Surveyors are happy to give guidance and answer questions, however trivial you think they are. They would rather tell 20 people the same thing, than risk one person being injured as a result of unauthorised building works.

## Visit our website

For a wealth of information including application forms, guidance on charges and latest news in the world of Building Control, why not visit our website at [www.westberksbuildingcontrol.com](http://www.westberksbuildingcontrol.com)

## Other Approvals

In addition to Building Regulation approval you may also require Planning Permission in certain circumstances. Please contact the relevant Development Control Team (East or West) for further advice on 01635 519111 or email at: [planapps@westberks.gov.uk](mailto:planapps@westberks.gov.uk). If your proposal includes building over or close to a public sewer, you will require consent from Thames Water Utilities, who can be contacted on 0845 850 2777.

If you require this information in a different format, such as audio tape, or in another language, please ask an English speaker to contact Roger Paine on 01635 519356 who will be able to help. WBC/BC/RP/10/10

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### Details of Conservatory / Porch

Yes No

Address of Conservatory / Porch

Will its glazing be as stated in items 4 and 5 opposite?

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.....  
.....  
.....

Will it be at ground level?

Your Name and Address (if different from above)

**Please note although the porch/ conservatory may be exempt, you may require Building Regulation Approval for any electrical works. Please refer to our Electrical Safety Guidance Leaflet for advice.**

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If you have answered yes to all four questions, your conservatory / porch will be exempt. Do you require a written reply from us?

Yes No

Will it be less than 30m<sup>2</sup> in floor area?

Yes No

Will it be separated from other rooms by external quality Doors?

**PLEASE RETURN THIS FORM TO  
BUILDING CONTROL CONSULTANCY**