



Derbyshire Building Control Partnership

North Office: Dunston Innovation Centre, Dunston Road, Chesterfield. S41 8NG

South Office: Suite 2, 45 Friar Gate, Derby. DE1 1DA

E: info@dbcp.co.uk T: 0333 880 2000 www.dbcp.co.uk

Dean Ness
28 Brushfield Road
Holme Hall
Chesterfield
Derbyshire
S40 4XE

Your ref:
Our ref: 20/04240/DEXBN
Date: 17 September 2020
Contact: John Taylor
Tel: 07811759061
Email: john.taylor@dbcp.co.uk

Dear

BUILDING REGULATIONS

LOCATION: 28 Brushfield Road Holme Hall Chesterfield Derbyshire S40 4XE

PROPOSAL: Single Storey Rear Extension

BR NUMBER: 20/04240/DEXBN

I acknowledge receipt of your Building Notice for the above.

I am the Building Control Surveyor dealing with your project and will contact you if I require any additional information.

Please find attached a guidance note that details how and when to notify me for an inspection.

In the meantime if you require any further information please do not hesitate to contact me.

Yours faithfully

David Pratt Building Control Manager

On behalf of John Taylor
Building Control Officer



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SITE INSPECTION SERVICE

Site Inspections can normally be booked on a same day service (Mon-Fri) if you book your inspection before 10am by:

- Tel: 0333 880 2000
- Online: www.dbcp.co.uk
- Email: info@dbcp.co.uk
- Text Message: 07811 758906 or 07811 758947

Please ensure you quote the following when requesting site visits:

- Site address
- Building Regulation reference number
- Inspection required
- Your name and telephone number

At the start of the work we will discuss the site inspection framework. We try and plan when we need to call and inspect the building work. It is important that your builder works within these guidelines.

Our Building Control Surveyor is NOT responsible for designing your project or supervising your Building Contractor. Their role is to check that the relevant Building Regulations (technical standards) are adhered to.

Our Building Control Surveyor will assess the work on site and will either confirm when the work complies or request appropriate alterations. This will help protect the investment that you have made in this project.

Where the amount of time spent on-site inspections approaches the maximum time allocated the Building Control Surveyor will make the Builder and Owner aware and review the options. Should inspections continue to be necessary beyond the point to which they have been estimated, then an additional site inspection charge maybe incurred. These will be calculated using the standard hourly charge for the service. A completion certificate will not be issued until this payment has been received.

Completion Certificate – A Completion certificate is issued providing all the relevant Building Regulation fees are paid and upon satisfactory completion of the work. The completion certificate is a legal document and we suggest you keep it in a safe place, preferably with your deeds as it will be required when selling your property.

Amendments – If you would like to make any changes to the approved plan, please contact us to ensure it will comply with the Building Regulations.

Important Notes – An additional Building Regulation Charge maybe applicable if the duration of the building work from start to finish exceeds 12 months or where the file has been archived as the last inspection carried out exceeds 12 months.





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Stages of Building Work

As well as mandatory inspections, further inspections may also be necessary, as some jobs will require specific inspections such as Fire Protection and the Reinforcement of Concrete Structures. In addition, a Building Surveyor may call unexpectedly at other times to check on the work as it progresses.

- 1. Commencement-** This is the first statutory notification. We normally visit when the work starts.
- 2. Excavation for foundations:**
 - For conventional foundations, the foundation trench should be dug, levelled and cleaned to remove ground water before asking for an inspection.
 - For special foundations, such as a raft foundation or piled foundations, contact us to agree an inspection programme.
- 3. Foundations constructed e.g. concrete poured** - Notice must be given when the concrete has been placed. It is advisable to have the corners of the building marked out to show the position of the walls on the foundations. Our Building Control Surveyor will be looking to see that the walls will be positioned correctly on the concrete. Sometimes it is possible to start building the walls before this inspection, but you should discuss this with your Building Control Surveyor.
- 4. Damp proof course laid-** You must notify us before any damp proof course is covered up.
- 5. Oversite ready for concreting (with damp proof membrane laid if appropriate):**
 - For solid ground bearing floor slabs, it is the hardcore, insulation and damp proof membrane that we will inspect before concrete.
 - In the case of suspended timber floors, it is the ground below the oversite concrete that we need to inspect before it is covered by the floor.
- 6. Structural members** - We must inspect before you cover any structural members, for example floor joists, roof timbers or steel beams etc.
- 7. Drains laid and visible for checking layout and construction:**
 - The drains must be inspected before they are covered up so we can check the layout and construction. All drainage work should be inspected. This includes foul drainage and surface/rainwater drainage to the building.
 - We also advise you to test the drains are watertight before you cover them up.
- 8. Drains testing** - When the building is completed we will usually ask you to test the drains while we watch to check that they are watertight.
- 9. Completion** – You should request an inspection when the building work is fully complete. For new buildings/dwellings you must request it before occupation

