

Unique Identifier: _____
(for official use only)

Form of Application for a Regularisation Certificate

Article 20C (2)

Building Control Acts 1990 and 2020

Building Control Authority:

Application is hereby made under Part IIIA of the Building Control Regulations 1997 to 2021 for a Regularisation Certificate in respect of the works or building to which the accompanying plans, calculations and specifications apply.

1. APPLICANT:

Owner Leaseholder (tick as appropriate)

FULL NAME: _____ ADDRESS: _____

_____ EIRCODE: _____

TELEPHONE NO: _____ EMAIL: _____

SIGNATURE: _____ DATE: _____

2. OWNER OF WORKS OR BUILDING (if different to above):

FULL NAME: _____ ADDRESS: _____

_____ EIRCODE: _____

TELEPHONE NO: _____ EMAIL: _____

3. PREPARATION OF REGULARISATION CERTIFICATE APPLICATION:

Name and address of person/s or firm/s responsible for preparation of accompanying plans, calculations and specifications.

FULL NAME: _____ ADDRESS: _____

_____ EIRCODE: _____

TELEPHONE NO: _____ EMAIL: _____

4. LOCATION OF WORKS OR BUILDING

Address (or other necessary identification) of the proposed works or building to which the application relates.

_____ EIRCODE: _____

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5. NATURE OF PROPOSED WORKS OR BUILDING

Classification (please tick either (a), or any combination of (b), or (c), as appropriate)

(a) Construction of new building

(b) Extension to a building

(c) Material Alteration

6. DESCRIPTION OF THE WORKS OR BUILDING:

7. PURPOSE GROUP OF WORKS OR BUILDING:

Technical Guidance Document B Purpose group(s) _____

8. USE OF PROPOSED WORKS OR BUILDING

(a) Proposed Use of the Building _____

(b) Existing use (where a Material Change of Use is proposed) _____

9. DETAILS OF WORKS OR BUILDING:

In all cases complete part (a) **and** any combination of (b), (c), (d) or (e) as may be appropriate.

(a) Details

Site area _____ (sq. metres)

Number of basement storeys _____

Number of storeys above ground level (incl. ground floor) _____

Height of top floor above ground level _____ (metres)

Total Floor area of building _____ (sq. metres)

Total area of ground floor _____ (sq. metres)

(b) Work involving the construction of a new building –

Floor area of proposed building _____ (sq. metres)

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(c) Works involving a change in the material use of a building –

Floor area of change of material use _____ (sq. metres)

(d) Works involving an extension to a building –

Floor area of extension _____ (sq. metres)

(e) Works involving a material alteration to a building –

Floor area of material alteration _____ (sq. metres)

10. PLANNING PERMISSION FOR THE WORKS OR BUILDING IN QUESTION:

(a) Planning permission Reference No.: _____

(b) Date planning permission was granted: _____

11. CONSTRUCTION WORKS:

(a) Date construction started: _____

(b) Is construction of the building completed?: YES NO

(c) If (b) above is 'Yes', please state the Date of completion: _____

(d) If (b) above is 'Yes' Is the building occupied or operational?: YES NO

(e) If (b) above is 'No', please specify the state of completion of the building or works:

Less than 25% 25-50% 50-75% More than 75%

12. AMOUNT OF FEE (accompanying this application) € _____

Note:

1. This Application Form for a Regularisation Certificate must be accompanied by a Statutory Declaration.
2. This application form must be accompanied by documents that clearly identify and describe the development or works, as they have been commenced or constructed.