

Replacing Windows



WINDOW REPLACEMENT IN DWELLINGHOUSES

REPLACEMENT WINDOWS

From the 1st April 2002 all replacement windows are subject to Building Regulation control. Anyone who installs replacement windows or doors must comply with strict thermal performance standards. The main reason for this change in legislation is the need to reduce energy loss.

Owners of buildings which are listed, in conservation areas or are of historical interest, may not need to satisfy these requirements in all cases. However, it is still necessary to apply for consent by using one of the following two options.

- ❑ Please remember that separate planning permission may be required from the local authority for these works.
- ❑ You are therefore strongly advised to contact us to discuss the proposals BEFORE ordering your replacement windows.

For further guidance on replacement windows with regards to planning, please ask for the Conservation, Design and Landscape, 'Replacement Windows' leaflet.

THERE ARE TWO WAYS TO ACHIEVE COMPLIANCE WITH THE BUILDING REGULATIONS

OPTION 1

To employ an installer/manufacture who is registered under a Government approved Competent Persons Scheme. Approved installers will certify to the Local Authority that the work is in compliance with the Building Regulations, obviating the need for formal Local Authority approval.

For further information, check the following websites -
www.bsi-global.com
www.certass.co.uk
www.fensa.co.uk

OPTION 2

By applying to the Local Authority Building Control Service in whose area the property is situated.

If you decide to use the local authority route we suggest that you use the Building Notice Procedure. The Notice is available from all local authority offices and should be submitted together with sketch plans of the existing and proposed window. A fee will also be payable

Note:- If any other work is involved, for example, the widening of openings to allow larger windows to be installed, then you must use OPTION 2 and make your application to the local authority.

STANDARD SPECIFICATIONS FOR REPLACEMENT WINDOWS

There are many ways of achieving the thermal resistances required by the new Regulations and a few examples are given below. However, consideration should also be given to the following :-

- The ventilation opening area of a window should ideally be not less than 1/20th the floor area of the room it serves.
- If trickle ventilation is provided in the existing window, it should also be provided in the new window.
- If the existing window serves an "inner room" * or a first floor bedroom, the size of the openable part of the new window must not be reduced since these windows serve as an emergency escape route.

Note:- *A room from which escape is possible only by passing through another room (access room). See Means of Escape leaflet.

To comply all frames should incorporate glass units which are double glazed, argon filled, low E glass and 16mm gap.

NORTH NORFOLK DISTRICT COUNCIL

BUILDING CONTROL TEAM

COUNCIL OFFICES, HOLT ROAD, CROMER,
NORFOLK. NR27 9EN

Tel: 01263 513811 Fax:01263 516348
e-mail building.control@north-norfolk.gov.uk

BUILDING CONTROL and ACCESS MANAGER

Mike Radley MRICS (01263 516132)

BUILDING CONTROL TEAM

Katie Bacon (01263) 516417

Gary Cass. BSc Hons, MBEEng (01263) 516225
Sandra Kass, BSc Hons., FBEEng. (01263) 516345
Andy Parsons BSc Hons, MBEEng (01263) 516254
Stuart Tate MBEEng. (01263) 516235
Daniel Theobald BSc, MBEEng. (01263) 516227
Martyn Waring MRICS. (01263) 516136
Sue Wootton MBEEng (01263) 516204

All surveyors can be contacted by mobile telephone

FOR QUERIES CONCERNING
BUILDING REGULATION CHARGES
CONTACT NICHOLA RANSOME (01263) 516023

Building Control Surveyors are available Monday to Friday
between 8.30 and 10.30 am or at other times
by prior appointment. All inspections requested before
10.30 am will be carried out the same day.

The Building Control Team is committed to maintaining standards in building based on a professional and publicly accountable service. We have a wealth of local knowledge, experience and, being on the spot, can respond quickly to your needs.

If you would like this information in large print, audio, Braille, alternative format or in a different language please contact Nichola Ransome on 01263 516023, or fax 01263 516348, minicom 01263 516005 e-mail nicky.ransome@north-norfolk.gov.uk and we will do our best to help

