



Borough of Pendle
 Building Control Section
 Town Hall Market Street
 Nelson BB9 7LG
 Tel: 01282 661727
 E-mail:
 building.control@pendle.gov.uk

Plan No: **OFFICE USE**

 Receipt Number:

REPLACEMENT WINDOWS NOTICE Building Act 1984
The Building Regulations

Please use block capitals. Incomplete applications cannot be processed.

1	Applicant's details (The person having the work done) Name <input style="width: 95%;" type="text"/> Address <input style="width: 95%;" type="text"/> Postcode: <input style="width: 15%;" type="text"/> Tel <input style="width: 35%;" type="text"/> E-mail <input style="width: 55%;" type="text"/>
2	Contractor's details (The person carrying out the work) Name <input style="width: 95%;" type="text"/> Address <input style="width: 95%;" type="text"/> Postcode: <input style="width: 15%;" type="text"/> Tel <input style="width: 35%;" type="text"/> E-mail <input style="width: 55%;" type="text"/>
3	Location of building to which work relates Address <input style="width: 95%;" type="text"/> Postcode: <input style="width: 15%;" type="text"/>
4	Details of the work to be carried out How many replacement windows are being installed? <input style="width: 95%;" type="text"/> How many replacement doors are being installed? <input style="width: 95%;" type="text"/> Anticipated date the work will start <input style="width: 95%;" type="text"/>
5	Estimated cost of the work <input style="width: 200px;" type="text"/> Are the premises a dwelling house? YES <input type="checkbox"/> NO <input type="checkbox"/> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> Official Use Only <input style="width: 150px;" type="text"/> Building Notice Charge £ <input style="width: 150px;" type="text"/> Authorised by: <input style="width: 200px;" type="text"/> </div>
6	Additional Information: e.g. the type of glazing to be used and the U-value of the complete window/door. <input style="width: 95%; height: 40px;" type="text"/>
7	Statement This notice is given in relation to the building work as described, and is submitted in accordance with Regulation 12(2)(a) and is accompanied by the appropriate fee. Name: <input style="width: 200px;" type="text"/> Signature: <input style="width: 200px;" type="text"/> Date: <input style="width: 150px;" type="text"/>

Notes for guidance

The Approved Documents L1 & L2, Conservation of Fuel and Power, which accompany the Building Regulations, indicate the degree of insulation required for replacement windows. They draw attention for the need also to comply with Part N – safety in relation to impact, opening and cleaning, and to ensure that compliance with any other applicable provisions of Schedule 1, in particular parts B, Fire Safety, F, Ventilation and J, Combustion appliances and fuel storage systems, are not made worse than previously. The guidance below will assist to determine if these regulations will be met.

It is suggested that you consider the following:

1. Is there a suitable lintel supporting the wall above the windows?
2. Is the ventilation provision in accordance with the table below?
3. Will the inner pane of the double glazing units be low E glass?
4. Is the gap between the two panes of glass in the double-glazing at least 16mm?
5. Is all the glass within 800mm of the floor level in windows, in doors and adjacent to doors, laminated or toughened to break safely?

6. Building Regulations require all bedroom windows at first floor level and all "inner rooms" at ground floor level to be "means of escape in case of fire windows" in dwellings. Are any of the windows being replaced "means of escape windows" and are the replacements in accordance with The Building Regulations?
7. Do the existing windows have vents for gas appliances/gas fires, and has adequate permanent ventilation been provided in the new windows?
8. Will suitable access be available to clean both sides of the windows, and where necessary can ladders be safely used to clean the windows?
9. Can all the window catches and controls be safely reached?

All window installers should ensure that customers receive instructions concerning maintenance and adjustment of locks and hinges, and where replacement parts can be obtained.

Ventilation recommendations for dwellings					
Ventilation recommendations for rooms capable of containing an opening window				Ventilation recommendations for rooms not containing opening windows	
1	2	3	4	5	6
Room or space	Rapid ventilation	Background ventilation	Extract ventilation (fan rates)	Mechanical extract ventilation (fan rates)	Notes
Habitable rooms	Ventilation opening equal to at least 1/20 th room floor area	8000mm ²	*see note column 6	See BS 5720:1979	*No Recommendation given in Approved Document F
Kitchens	Opening window any size	4000mm ²	30litres/sec	Mechanical ventilation as column 4 with 15mins overrun	Care must be taken to ensure that ventilation does not cause flue spillage from heating appliances
Utility rooms	Opening window any size	4000mm ²	30litres/sec	Mechanical ventilation as column 4 with 15mins overrun	As above. No ventilation needed if room entered from outside
Bathrooms	Opening window any size	4000mm ²	15litres/sec	Mechanical ventilation as column 4 with 15mins overrun	Bathroom may or may not contain WC
Sanitary accommodation if separate from bathroom	1/20th room floor area	4000mm ²	Air inlet needed into room such as a 10mm gap under the door		See also BS 5720:1979