



**NORTHAMPTON
BOROUGH COUNCIL**

Building Control
Planning Department
The Guildhall, St Giles Square
Northampton NN1 1DE

Telephone: 0300 330 7000
Direct Dial: (01604) 838920

e-mail: buildingcontrol@northampton.gov.uk
www.northampton.gov.uk/buildingcontrol

Reversion Form

Application
Number:

This form is to be filled in by the person who intends to apply for a Completion Certificate. If the form is unfamiliar please read the notes on the reverse side or consult the office indicated above. Please type or use block capitals. You will be contacted directly regarding fees and payment once your application has been processed.

1 Applicant's details

Name: _____

Address: _____

Postcode: _____

Tel: _____

e-mail: _____

2 Agent's details (if applicable)

Name: _____

Address: _____

Postcode: _____

Tel: _____

e-mail: _____

3 Location of building to which work relates

Address: _____

Postcode: _____

4 Works to be Reverted (see note 1)

Description: _____

Date work completed (if applicable): _____

5 Use of building

1 Present use of building: _____

2 Previous use of building (where change of use): _____

6 Fees

For a reversion application, your fee will be individually determined by the building control manager.

Please supply, on a separate sheet or by email to buildingcontrol@northampton.gov.uk, the following information:

The stage of your current project, Any information you have on inspections that have already taken place, Building plans, Structural calculations and Any photographs of the work in progress.

PLEASE NOTE: An email address above will enable us to update you quicker than sending letters by post.

7 Statement

This application is made in relation to the reverted work as described, in accordance with Regulation 13A

Name: _____

Signature: _____

Date: _____

Notes

1. PLANS AND PARTICULARS

- 1.1 This application form should be completed and submitted with the plans as follows:

Where the reverted work included the erection of a new building or extension:

A block plan, preferably to a scale of not less than 1:500, showing the size and position of the building or extension, its relationship to the boundaries of the premises and any other buildings within those boundaries, and the provisions made for drainage.

- 1.2 In every case, detailed plans identifying and showing the extent of the reverted work and showing any additional work required to be carried out to secure compliance with relevant building regulations.
- 1.3

The detailed plans referred to above need only show the reverted work so far as is reasonable in the circumstances.

2.

UNCOVERING WORK etc

In assessing the reverted work for compliance with building regulations, the Council may require the applicant to uncover work, take samples and make such tests as may reasonably be required.

3.

TOWN AND COUNTRY PLANNING

Applicants are reminded that certain building work and material changes of use require permission under the Town and Country Planning Acts.

4. FURTHER GUIDANCE

- 4.1 Further information and advice concerning the Building Regulations and Planning matters may be obtained from your Local Authority.