

## Advice Note 2

### Replacing Windows – Advice to owners



From April 2002 replacement of windows came within the scope of the Building Regulations. Installation of replacement windows, roof lights or half glazed doors must now comply with strict thermal performance standards.

When a property is sold the purchaser's solicitor will ask for evidence that any replacement glazing installed after April 2002 complies with the Building Regulations. There are two ways to show compliance,

1. a completion certificate from Building Control saying that the installation has approval under the Building Regulations, or
2. a certificate showing that the work has carried out by a person registered with a competent persons scheme such as FENSA

Any installation done by a firm that is not registered to self-certify, or done as a DIY project requires approval under the Building Regulations.

Before you sign a contract to buy replacement glazing for a dwelling, be sure to ask whether the installer is able to self-certify. If not, either they, or you, will need to make an application for approval under the Building Regulations and pay any relevant charges. This can be done by giving a building notice using our standard form, or it can be included with an application for other building work is being carried out at the same time. The relevant fees are listed on our standard fee tables.

Further information is available on the Glass and Glazing Federations website at [www.ggf.org.uk](http://www.ggf.org.uk)

In the case of historic buildings there may be a need to conserve special characteristics so that the work does not prejudice the building's character. Therefore in some cases it is possible to relax performance requirements if the building is listed, in a conservation area or in a National Park and the case for relaxation is supported by a Conservation Officer from North Devon Council, Mid Devon District Council or Exmoor National Parks Planning teams.