

REPLACEMENT WINDOW DETAILS

Please attach to your Building Notice

I confirm that the rooflights*, windows* and doors* to be installed at:

* delete as necessary

.....
.....
.....

Will meet the following requirements of the Building Regulations 2000 as amended:

1. MEANS OF ESCAPE

The areas of existing windows through which escape is presently possible will not be reduced or adversely affected by the installation.

2. VENTILATION

The areas of opening vents will be no less than existing and any existing trickle ventilators will be maintained.

3. COMBUSTION AIR

Where appliances are not room sealed (balanced flue) type combustion air supply will not be adversely affected.

4. THERMAL INSULATION

The new windows will have an average U value not exceeding 2.0W/m²K or centre pane U value not exceeding 1.2W/ m²K.

5. SAFETY GLAZING

All glazing in critical locations will be safety glazing in accordance with BS6206.

APPLICANT/AGENT (PRINT NAME)

.....

SIGNATURE.....

DATE.....



Building Control Team
Civic Offices
Civic Centre road,
Havant, PO9 2AX
Tel: (023) 9244 6573



Fareham Borough Council Building Control Services
Civic Offices,
Civic Way,
Fareham, PO16 7TT
Tel: (01329) 236100



Building Control Services
Town Hall,
High Street,
Gosport, PO12 1EB
Tel: (023) 9254 5430



Portsmouth City Council Building Control Services
Civic Offices,
Guildhall Square,
Portsmouth, PO1 2AS
Tel: (023) 9283 4596

PTO For further guidance

GUIDANCE NOTES

1. This document applies to replacement windows and doors (with more than 50% glazing) only where they are replaced in an **existing** opening. It should not be used where structural alteration of openings will be part of the work **or** where structural bay windows are being replaced.
2. The requirement to make a Building Regulation application does not apply if glass only is being replaced/repared.
3. For fire safety purposes, the current building regulations require an escape window in all habitable rooms in the upper storey of a **new/converted dwelling**.

An escape window should have a minimum dimension of 450mm and a minimum unobstructed area of 0.33m² if it is to comply with Building Regulation Guidance. (Note: if one dimension of an escape window is 450mm then its other dimension needs to be at least 733mm)

Please note: Sliding hinges commonly used on new windows to allow cleaning from the inside often restrict the clear opening area of the window and generally do not comply with this requirement.

4. For general ventilation, opening areas of windows should be a minimum of 5% of the floor area of the room served if they are to comply with current Building Regulation Guidance.
5. Trickle ventilation requirements of the current Building Regulations are
(a) 8000mm² to a habitable room with utility rooms, kitchens and bathrooms requiring 4000mm² **or**
(b) an average 6000mm² per room with a minimum allowable in any one room of 4000mm².
6. If an existing window or door includes a vent which provides combustion air for a heating appliance an equivalent area of ventilation must be provided.
7. A centre pane U value of 1.2 W/m²K can be achieved with double glazing with 16mm gap between panes and low E glass on the inner pane. (The letter E means the heat emission rate of the glass)
8. Critical locations for glazing are areas in and adjacent to doors up to 1.5m above floor level and 300mm each side of doors. Also in windows and other locations where within 800mm of floor level.

REPLACING WINDOWS?

From April 2002, all replacement glazing will come within the scope of the Building Regulations. From then on, anyone who installs replacement windows or doors will have to comply with strict thermal performance standards. The only exception will be a short grace period for contracts signed by March 31st so long as the work is done before 1st July. The grace period will not apply to DIY work.

One of the main reasons for the change is the need to reduce energy loss. The Building Regulations have controlled glazing in new buildings for many years but they represent only a very small percentage of our total building stock. It is also essential to improve the performance of the much larger numbers of existing buildings if we are to meet increasingly stringent national and global energy saving targets. When the time comes to sell your property, your purchaser's surveyors will ask for evidence that any replacement glazing installed after April 2002 complies with the new Building Regulations. There will be two ways to prove compliance: -

1. a certificate showing that the work has been done by an installer who is registered under the FENSA Scheme

or

2. a certificate from the local authority saying that the installation has approval under the Building Regulations.

The FENSA Scheme

It is estimated that around 2 million installations of replacement glazing happen every year. If all of them went through the normal Building Regulations application process it would place an enormous burden on local authorities. It is essential to have a way to ensure that the work is done properly without an unreasonable increase in the administrative and financial burden on installers and property owners. The answer is a scheme that allows installation companies that meet certain criteria to self-certify that their work complies with the Building Regulations. The scheme is known as FENSA, which stands for Fenestration Self-Assessment. It was set up by the Glass & Glazing Federation in association with all key stakeholders and meets with central Government approval. A sample of the work of every installer will be inspected by FENSA appointed inspectors to ensure standards are maintained. FENSA will also inform local authorities of all completed FENSA installations and issue certificates to householders confirming compliance.

Any installation done by a firm which is not registered to self-certify, or done as a DIY project by a householder, will need full local authority approval under the Building Regulations. Local authorities will know of all the approved Installers in their areas and will be able to identify unauthorised work very easily. You should note that you, as the house owner, are ultimately responsible for ensuring the work complies with the Building Regulations.

Before you sign a contract to buy replacement glazing, be sure to ask whether the installer is able to self-certify. If not, either they, or you, will need to make an application to your local authority for approval under the Building Regulations and pay any relevant charges.

Further information is available from your Building Control office at Havant Borough Council or you can ring them on 023 9244 6573.