



Lightweight Roof Structures

Conservatories

“Too hot in the summer and too cold in the winter”

Lightweight solid roofing systems are designed predominantly as a replacement for the traditional glazed conservatory roof effectively converting them into a ‘sunlounge’ or a more formal habitable space. This guidance note sets out the legal requirements under the Building Regulations for three of the common scenarios.

Links to documents referred to

Exempt Building Work—guidance note 1

<http://bit.ly/2f3Le8a>

The Building Regulations—Schedule 2

<http://bit.ly/2fc092H>

Building Control—Fees

<http://bit.ly/2fWmDWI>

Note—Where a polycarbonate roof exists a full independent assessment of the suitability of the structure must be undertaken. This type of work should only be undertaken by competent installers to the specifications as shown and described in the manufacturers installation guide.

This guidance note is intended to provide guidance to designers, developers and members of the public, to inform, promote good practice and encourage consistency of interpretation of the Regulations, if further guidance is required please do not hesitate in contacting us.

Scenario 1—Notifiable exempt work

Where the existing conservatory has an internal floor area that **does not exceed** 20m², is thermally separated from the rest of the dwelling by robust doors and has independent heating controls, then this structure is considered to be exempt under the Regulations ([see guidance note 1](#)). If the converted structure meets the legal definition as a sun lounge and the thermal separation remains then this exempt status is maintained and therefore the work has not ‘materially altered’ the structure. **ACTION**— An exempt work notification form will need to be completed and submitted to Building Control. Building Control have no further input, however there is still an implied duty that the work must be undertaken in a competent manner and a home owner is advised to ensure that that this work is appropriate and that the existing structure is capable of this conversion work.

Scenario 2—Controlled conversion to a sunlounge

Where the existing conservatory has an internal floor area that **exceeds** 20m², is thermally separated from the rest of the dwelling and has independent heating controls, then this structure is controlled under the regulations. As a result any work that is undertaken to convert it to a sun lounge is controlled. Note in this scenario the thermal separation and independent heating control must remain. **ACTION**—An application will need to be made to Building Control for the work, including a Building Control fees payment under category 2L (this being a lesser fee than the cost-of-work equivalent)

Scenario 3—Controlled conversion to a formal habitable space

Where the existing conservatory has no/or will have no thermal separation from the rest of the dwelling and/or no independent heating control. Or where the structure once converted will not meet the legal definition as a sun lounge then this must be considered as a formal extension of the habitable accommodation. **ACTION**—A full application will need to be made to Building Control and include a fee under category 2A or 2B. Note this structure will need to meet all the requirements of the regulations and may involve considerable upgrading work.

Contacts

Tel: 01481 717200

Email: planning@gov.gg

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A duty building control surveyor is normally available to provide general guidance at our Frossard House offices between 9am - 10.30am and 3pm - 5pm Monday to Thursday (4.30pm on Friday), during which telephone calls are welcome. Outside these times, an answering service will be available where you can leave a message.

Please note, the duty building control surveyor is able to provide general guidance only. For site specific guidance, please contact the allocated officer.

Please be advised that this guidance note relates only to the situation with regard to Building Control and that separate planning permission may be required in respect of your proposal. You are advised to seek separate, appropriate advice with regard to the position under planning and development should not be commenced until and unless all necessary statutory consents have been obtained.

Building Control Submission Information

Questions that need to be addressed

Scenario 1 Scenario 2 Scenario 3

Exempt notification or full application to be determined and the appropriate submission made



The existing mullions, vertical support posts within the conservatory frame, must be assessed by a suitably qualified person for suitability to support any additional loads. This will require some invasive investigation.



The structure and existing foundations must be assessed by a structural engineer in line with Building Controls procedures, where the roof structure will be heavier than the existing.



There may be a need to increase levels of insulation



Is there a boiler or stove in the conservatory with a chimney or flue that passes through the new roof?



Note—In all cases where the works are controlled a standard condition will be applied to the licence making it clear that it is the home owners responsibility through their representative to ensure that the existing conservatory structure that will remain once complete, is structurally suitable to carry the additional loads associated with the solid roof. For polycarbonate roofs, this will require an assessment by a suitably qualified person.

Notifiable exempt work—for scenario 1

Complete and return an Exempt Work Notification Form
Download online here—<http://bit.ly/2fuKVnB>

For a formal controlled work application

For Scenarios 2 and 3 the Building Control General Purpose Application form will need to be completed and submitted.

Download online here—<http://bit.ly/2eQyKQI>

This should be submitted together with two copies of a site location plan, a block plan, sufficient construction details and drawings where necessary and enclose the required fee payment. Agents should also submit an electronic version of all documents to planning@gov.gg in the normal way.

Type approval—Lightweight roof structures currently accepted under this guidance note are;

Celsius, SupaLite, Ultraframe



Other products that carry suitable approval marks may be acceptable but would first need to be assessed by us and additional design input may be required by a suitably qualified person.

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