



Guidance on How to Extend Period of Validity of Building Warrant

You are required to complete an application 'Form C - Application to Extend Period of Validity' plus pay the relevant fee of £100.

A building warrant is valid for **three years** commencing the day it is granted. The applicant must either finish the work within that period or apply for an extension of the warrant. An application for extension is required to be made before the expiry of the warrant, although late applications may be accepted in cases of hardship.

If the Council agrees to extend the warrant, the first extension will be for **nine months**. There is no legal limit to the number of extensions but they are at the Council's discretion and the need for further extensions will have to be very clearly justified, for example, by the size or complexity of the project. To prevent misuse of extensions of time, the Council has the power to insist that work done after the expiry of the original warrant must meet the building regulations in force on the date of the application to extend the expired warrant. This is, however, only likely to be appropriate where little work has been commenced.

A warrant can also be extended asking for full compliance with the current standards, or at the least the energy standards, while perhaps relaxing on the accessible sanitary provision if progress is such that this is difficult to achieve.

It should be noted that an amendment of warrant does not alter the period for which the original warrant is valid. An application to extend the period of validity as outlined above is necessary if more time is needed.

Every application is considered individually on its own merit, however to ensure consistency Inverclyde Council applies the following:

Minor householder application –

- If no work at all has been done a new warrant will be requested.
- If work has started but the majority has not been done, the Council will consider extending the warrant.
- If work has started and nearly complete an extension of time will likely be granted.

Major multi-plot application –

- If no work at all has been done a new warrant will be requested.
- If work has started but many plots have not started, the Council will consider extending the warrant.
- If work has started and nearly complete an extension of time will likely be granted.

Building Standards Officers are available by appointment please contact us at:

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