

Works to a single dwelling

		Standard Charges (please add VAT)			Vat Exempt
		Building Control Full Plans and Building Notice Applications			
Description		Plan Charge	Inspection Charge	Building Notice	Regularisation
1	Extension with a floor not exceeding 60m ² (<i>work away from extension is chargeable</i>)	255	460	715	1072.50
2	Extension with floor area exceeding 60m ² but not exceeding 100m ² (<i>work away from extension is chargeable</i>).	355	645	1000	1500
3	Erection or extension of a non-exempt garage or carport up to 100m ² (<i>work away from extensions is chargeable</i>).	185	340	525	790
4	Detached building in curtilage of dwelling that includes habitable accommodation up to 100m ² (<i>separate self-contained unit to be treated as a new dwelling</i>).	355	645	1000	1500
5	Loft conversion to a building with no more than 2 storeys with a floor area not exceeding 40m ² . <i>*Any floors over 7.5m a bespoke quote applies.</i>	255	460	715	1075
6	Loft conversion to a building with no more than 2 storeys with a floor area exceeding 40m ² but not exceeding 100m ² . <i>*Any floors over 7.5m a bespoke quote applies.</i>	355	345	1000	1500
7	Conversion of a garage to a habitable room(s).	185	340	525	790
8	Re-roofing <i>*subject to additional fees e.g. structural elements.</i>	285		285	427.50
9	Renovation of a thermal element <i>*subject to additional fees e.g. structural elements.</i>	285		285	427.50
10	Replacement sewage treatment system.	285		285	427.50
11	Replacement conservatory roof	155	210	365	550
12	Replacement of 1 – 10 windows, roof lights, roof windows or external doors	365		365	550
13	Replacement of 11 to 20 windows, roof lights, roof windows or external doors	415		415	622.50

14	Electrical installation /electrical rewire Additional specialist costs will apply.	480		625	940
15	Installation of any energy system in lieu of using the competent person scheme Additional specialist costs will apply.	625		625	937.50
16	Cost of Works not exceeding £5000	310		310	465
17	Cost of Works exceeding £5000 but not exceeding £15,000.	415		415	750
18	Cost of work not exceeding £15,000	265	265	530	795
19	Cost of work exceeding £15,000 but not exceeding £50,000	265	540	805	1207.50
20	Cost of work exceeding £50,000 but not exceeding £100,000	315	730	1045	1567.50
21	Cost of work exceeding 100,000 but not exceeding 250,000	415	930	1315	1972.50

Other Charges:

Building Control officer hourly rate **£150**

Archive Retrieval & Research Fees **£99**

Copy documents charged at **£75** per copy (Decision and Completion / Certificate of regularisation)

Reactivation fee **£150**

Duty Holder responsibilities

It is imperative that all Clients ensure that those who are carrying out building or design work on their behalf are competent to do so. This can be demonstrated by a membership of an appropriate professional body and by providing the client with a copy of the designers/contractors' liability insurance.

Terms and Conditions

1. An administrative fee (hourly rate £99) is applied to any refund request where an application has been registered valid and no other action/processing undertaken. This covers the costs of registering the application in the application management system and the associated refund processes in the financial management system.
2. Where plans have been reviewed, the inspection fee only will be refunded
3. No refund will be considered where building works have commenced on site and an inspection has been undertaken.
4. No refunds will be considered in respect of Regularisation applications.
5. The application and charges are reviewed 3 years after deposit if building works have not started and/or had no valid inspection.
6. If submitting a Building Control Approval with Full Plans application, the total combined fee will be requested.
7. Additional inspection charges may be applied where the number of inspections exceeds that which is considered reasonable for the building works. Officer hourly rate applicable per visit.
8. Reactivation charge - if more than 2 years has elapsed since the last inspection, a reactivation charge will be applied when a request for an inspection is received. A fee of £150 will apply if building works are not fully inspected / completed. This includes one site inspection. An additional Officer hourly rate will apply for additional site inspections.

An additional plan checking charge and any necessary re-consultation charges (i.e. Engineer, Fire Service, Statutory Undertaker) will be applied where an amended scheme is submitted which requires a substantial recheck. The Officer hourly rate will be applicable.
9. If the architect or structural engineer is not affiliated to an institution, there may be an additional checking charge.
10. Additional charges may apply in respect of specialist consultants, optional requirements and partnering work involving plan checking.
11. Where it is considered necessary to engage an outside body to certify and test the installation this will incur an additional charge.
12. A charge for a completion certificate will be applied where the premises are occupied before the building works have been satisfactorily checked.
13. Reversions are subject to bespoke charges based on the officer hourly rate.