

THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010
BUILDING CONTROL CHARGES GUIDANCE NOTES (Effective 1 January 2025)

**NEW BUILD / DOMESTIC EXTENSION/CONVERSION OF A
SINGLE BUILDING / DOMESTIC ALTERATIONS**

		BUILDING CONTROL APPROVAL WITH FULL PLANS APPLICATION			BUILDING NOTICE	REGULARISATION
		Plan Charge	Inspection Charge	Fee Total Inc. VAT	Inc. VAT	VAT Exempt
Extensions and new build						
1	Extension with a floor not exceeding 60m ² (<i>work away from extension is chargeable</i>)	245	445	828.00	882.00	1035
2	Extension with floor area exceeding 60m ² but not exceeding 100m ² * (<i>work away from extension is chargeable</i>)	340	620	1152.00	1272.00	1440
3	Erection or extension of a non-exempt garage or carport up to 100m ² (<i>work away from extension is chargeable</i>)	175	325	600.00	768.00	750
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>)	340	620	1152.00	1356.00	1440
Conversions						
5	Loft conversion to a building with no more than 2 storeys with a floor area not exceeding 40m ²	245	445	828.00	882.00	1035
6	Loft conversion to a building with no more than 2 storeys with floor area exceeding 40m ² but not exceeding 100m ²	340	620	1152.00	1272.00	1440

7	Conversion of garage to a habitable room(s)	175	325	600.00	720.00	750
Domestic Alternations						
		BUILDING CONTROL APPROVAL WITH FULL PLANS APPLICATION			BUILDING NOTICE	REGULARISATION
		Plan Charge	Inspection Charge	Fee Total Inc. VAT	Inc. VAT	VAT Exempt
8	Re-roofing <i>*subject to additional fees e.g. structural elements*</i>	275	-	330.00	354.00	415
9	Renovation of a thermal element <i>*subject to additional fees e.g. structural elements*</i>	275	-	330.00	354.00	415
10	Replacement sewage treatment system	275	-	330.00	354.00	415
11	Replacement conservatory roof	150	200	420.00	540.00	525
12	Replacement of 1 – 10 windows, roof lights, roof windows or external doors	350	-	420.00	450.00	525
13	Replacement of 11 to 20 windows, roof lights, roof windows or external doors	400	-	480.00	516.00	600
14	Electrical installation / Electrical rewire Additional specialist costs will apply	460	-	552.00	714.00	690
15	Installation of any energy system in lieu of using the competent person scheme Additional specialist costs will apply	600	-	720.00	780.00	900
16	Formation of a single structural opening, using a single beam. Any additional beams will incur additional cost.	300	-	360.00	384.00	450

17	Chimney breast removal or partial removal	400		480.00	600.00	600
Other domestic alterations (not listed above such as underpinning and structural alterations)						
18	Cost of work not exceeding £15,000	255	255	612.00	780.00	765
19	Cost of work exceeding £15,000 but not exceeding £50,000	255	520	930.00	1080.00	1160
20	Cost of work exceeding £50,000 but not exceeding £100,000	300	700	1200.00	1410.00	1500

If submitting a Building Control Approval with Full Plans application, the total combined fee will be requested.

Multiple work reductions

Where multiple work is covered by more than one of the above categories then the appropriate charge is calculated by paying the full amount for the most expensive category and only 50% for one of the other applicable categories, provided this work is undertaken at the same time – unless an independent structural check is expected at the same time. Please ensure structural details are provided prior to site visit.

For very minor works such as a bay window extension or small infill under an existing roof a reduced fee may be applicable. Please contact Building Control for advice.

Terms and Conditions - Refunds and recharges

- Cancellation Charges - an administrative fee (hourly rate £95) 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. This will apply for applications cancelled more than 24 hours after submission.
- Where plans have been reviewed, the plan check fee will be applied to a refund.
- No refund will be considered where building works have commenced on site and an inspection has been undertaken.
- No refunds will be considered in respect of Reversion or Regularisation applications.
- Where it is considered necessary to engage an outside body to certify and test the installation this will incur an additional charge.
- Application charges are reviewed 3 years after deposit - if building works have not started and/or had no valid inspection.

- 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.
 - £195 for domestic work - if building works are not fully inspected / completed
The charge covers one site inspection. The Officer hourly rate will be applied for additional site inspections.
 - £390 for commercial work - if building works are not fully inspected / completed
The Officer hourly rate will be applied for additional site inspections.
- An additional plan check charge and any necessary re-consultation charges (i.e. Engineer calculations) will be applied where an amended scheme is submitted which requires a substantial recheck – Officer hourly rate will be applicable.
- Additional charges will be applied when an external engineer has been appointed to check calculations, electrical tests etc.
- If the architect or structural engineer is not affiliated to an institution there will be an additional checking charge
- 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.
- Additional charges may apply in respect of specialist consultants, optional requirements and partnering work, involving plan checking.
- A charge for a completion certificate will be applied where the premises are occupied before the building works have been satisfactorily checked.
- Reversions are subject to bespoke charges based on the officer hourly rate.

Building control Officer Hourly Rate: £145