



SHBCC SURREY HEATH
BUILDING CONTROL CONSULTANCY



BUILDING CONTROL APPLICATION FEES – 1ST April 2017

BUILDING NOTICE BUILDING CONTROL APPLICATION FEES

ALL FEES INCLUDE VAT

DOMESTIC



Contact Information

Building Control Technical Support – 01276 707 141

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Helpful Information

There are two options when submitting an application for building works; a **full plans application** or a **building notice application**. Both of these types of application need to be submitted before you start work and the total fee for each is the same.

Full Plans Application. In this case, you as the building owner or your agent/architect will submit an application with plans showing full construction details and specification of the work together with any relevant structural calculations. A Building Control Surveyor will check the plans and specification for compliance. If items do not comply a list will be sent to the Agent for a response. An application can be Approved, Conditionally Approved or Rejected. Once construction commences a Building Control Surveyor will visit site to inspect the works.

The fees are payable in 2 stages. The Plan fee must be paid with the application. Once work commences on site we will raise an invoice for the Inspection fee.

Building Notice Application. A building notice can only be used for works to a dwelling. It is generally used for minor works such as removal of an internal load-bearing wall, and/or where the person carrying out the work is familiar with current building regulations. No plans or construction specifications are required, and any that are submitted will not be checked for compliance. Compliance is checked via the site inspections undertaken by the Building Control Surveyor, and they may request additional paperwork such as structural calculations and electrical certificates. One advantage is that it allows work to start 48 hours after submission of the

Regularisation Application. This application is used for works that have already taken place illegally without the submission of a Full Plan or Building Notice application after November 1985. A Building Control Surveyor will inspect the works on site and usually ask for elements of the construction to be exposed. VAT is not applied to Regularisations.

Exemptions. Some works may be exempt from the building regulations such as; new garages, conservatories and certain works to provide access or essential facilities for disabled people.

Estimated cost of work. This should be based on an estimate of all reasonable costs including both material and labour, but excluding VAT, agent fees and decorating costs. A guide can be found from the RICS rates.

Floor Area is measured by internally in m²

Discounts may be applied where more than one category of work is being carried out at the same time. Please contact the office for advice.

First Floor Extension. (*single storey structure above an existing single storey structure – i.e. an extension over an existing garage*) Fee should be calculated by using the Single Storey extension table

Single Storey and Two Storey Extensions. Please calculate the total floor area of all extensions and use the Two Storey Extension Table, providing that the works are carried out at the same time.

New Houses with floor area above 300m² and/or more than 3 storeys. Please contact the office for an Individually Determined Quote

Electrical Work. An additional charge will apply when the electrical work is carried out by a person who is not a Part P registered electrician. A Part P registered electrician is a qualified electrician who also has the necessary building regulations knowledge to enable his/her accreditation body to certify his/her work. In order to recover the Local Authority costs, if anyone other than a Part P registered electrician undertakes the electrical work, an additional charge is payable.

TABLE A
STANDARD CHARGES FOR THE ERECTION OF NEW BUILD HOUSING / FLATS
(Floor area less than 300m²)

Number of Dwellings	Submission Charge
1	£1004
2	£1355
3	£1628
4	£1864
5	£2084
6	£2357
7	£2542
8	£2799
9	£3109
10	£3418

TABLE B
DOMESTIC EXTENSIONS TO A SINGLE BUILDING

SINGLE STOREY EXTENSIONS & DETACHED RECREATIONAL BUILDINGS

* (single storey means one storey at any floor level (excluding loft conversions & basements))

Description	Submission Charge
Extension floor area not exceeding 10m ²	£462
Extension floor area between 10m ² and 40m ²	£620
Extension floor area between 40m ² and 100m ²	£862

TWO STOREY EXTENSIONS

Description	Submission Charge
Extension floor area not exceeding 40m ²	£683
Extension floor area between 40m ² and 100m ²	£925
Extension floor area between 100m ² and 200m ²	£1355

GARAGES AND CARPORTS - Erection or extension with a floor area up to 100m²

Description	Submission Charge
Detached	£352
Attached	£452

LOFT CONVERSIONS – Not Exceeding 60m² internal floor area	
Description	Submission Charge
Without Dormer windows	£588
Including Dormer windows	£662
GARAGE CONVERSIONS & BASEMENTS	
Description	Submission Charge
Conversion / part conversion of a garage into habitable room(s) floor area not exceeding 40m ²	£441
Alterations to extend or create a basement up to 100m ²	£872

TABLE C

ALTERATIONS TO A SINGLE BUILDING

ALTERATIONS Structural alterations, Internal alterations, Installation of fittings (not electrical)	
Description	Submission Charge
Estimated cost less than £5000	£278
Estimated cost between £5,000 and £25,000	£494
Estimated cost between £25,000 and £50,000	£714
Estimated cost between £50,00 and £75,000	£935
WINDOW REPLACEMENT – not competent persons scheme	
Description	Submission Charge
Per property up to 40 windows	£184
ELECTRICAL WORKS – not competent persons scheme	
Description	Submission Charge
Any electrical work other than the rewiring of a dwelling	£289
The re-wiring or new installation in a dwelling	£383
OTHER ALTERATIONS	
Description	Submission Charge
Underpinning	Please contact for a fee
Renovation of a thermal element to a single dwelling.	£294
Cavity wall insulation (not competent persons scheme)	£126