

# BUILDING CONTROL GUIDE TO FEES

**FROM 29<sup>th</sup> March 2016**

The charges quoted include VAT at 20%.



## THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010 (The Regulations)

Local Authority Building Regulation charges are non-profit making.

**Domestic charges** may be determined using the table below. Individual quotes will be provided for work not listed on the table or where more than one element is being constructed, e.g. an extension as well as a loft conversion and/or alterations

**Non Domestic Charges** A quotation will be provided by the Building Surveying Manager David Harrison who is happy to discuss your service needs. Please email details to [buildingcontroladministration@maidstone.gov.uk](mailto:buildingcontroladministration@maidstone.gov.uk) or call 01622 602701.

1. Main charges that apply to our services shown below:

**PLANS CHARGE** when the application is deposited;

- When making a **Full Plans Application** for the technical checking of plans, calculations and specifications and the issuing of a formal decision notice, or,
- When making a **Building Notice Application** for the checking of any plans, calculations or details submitted or additional time on site or in the office ensuring compliance in the absence of such details.

**INSPECTION CHARGE** on commencement of works;

- Applicable to Full Plans and Building Notice applications for the onsite spot checking of various stages of construction through to satisfactory completion including all office based work, travel, checking certificates and issue of completion certificate.
- Where multiple works are constructed at the same time reducing the number of inspections, the inspection charge may be reduced accordingly.

**REGULARISATION CHARGE** Combined Plans and Inspection charge payable on deposit of an application for retrospective certification. The Regularisation Charge is the net fee **multiplied by 150%** however VAT is not applicable. These charges are not listed below; please contact the office for details

**ADVICE** Although rarely applied, a charge may be made for giving advice exceeding one hour. This charge may be deducted from the Plans Charge when an application is deposited.

**INACTIVE APPLICATIONS** See Terms and Conditions (e) below.

Description of Work	Full Plans Plan Charge	Full Plans Inspection Charge	Total	
	Building Notice Deposit Charge	Building Notice Inspection Charge		
1	Erection of a single dwelling house up to 300m <sup>2</sup>	470	400	870
2	Erection of 2 dwelling houses	640	600	1240
3	Garage; Single storey & up to 60m <sup>2</sup>	220	200	420
4	Garage with room/storage over or up to 100m <sup>2</sup>	250	265	515
5	Extensions up to 40m <sup>2</sup>	265	330	595
6	Extensions over 40m <sup>2</sup> and up to 100m <sup>2</sup>	395	400	795
7	First Floor Extensions up to 40m <sup>2</sup>	220	270	490
8	Loft Conversions up to 60m <sup>2</sup>	360	280	640
9	Garage Conversion under 40m <sup>2</sup>	195	200	395
10	Installation of up to 2 beams or lintels	270	Included	270
11	Thermal Element: Walls or Roof up to 120m <sup>2</sup>	200	Included	200
12	Up to 10 replacement windows	130	Included	130
13	Solar Panels up to 120m <sup>2</sup>	130	Included	130
14	Alterations up to £5000	270	Included	270
15	Part P Electrical Work or Installation of heating appliance	235	Included	235

2. Charges are based on the estimated hours of Building Surveyors time spent on the project from application receipt to satisfactory completion multiplied by an all-in hourly rate.
3. This table is as a guide to more commonly received projects. Please contact the office if:
  - Your project is not shown,
  - You have more than one element to your project
  - You want clarification or advice

#### 4. Terms and conditions

- a. Building Control inspections are not a substitute for Clerk of Works or Architect Supervision. It is essentially a series of 3<sup>rd</sup> party spot checks intended to provide reasonable confidence that work complies with the Building Regulations but not definitive proof.
- b. Responsibility for constructing in compliance with the Building Regulations remains with the owner, designers and contractors who should be carefully selected.
- c. The Council is a 3<sup>rd</sup> party spot checker of design details and structural calculations. Structural calculations submitted as part of the application or requested subsequently will be risk assessed to determine the level of checking required. Where an engineer is professionally qualified, has indemnity insurance and is using established design methods, these calculations may receive just a cursory check or simply be accepted.
- d. Further payment may be requested should the actual service hours exceed the original estimated hours. For the purposes of this calculation, the first hour will be disregarded. This may arise where:
  - The project turns out to be more complex than anticipated, for example if additional time is needed to check structure or non standard construction details.
  - The project is changed after initial plans check requiring addition checking time of details or calculations.
  - Calculations not produced to recognised methods require additional checking/consultant input
  - The customer has requested a higher service level.
  - After risk assessment of the professionals/individuals/company involved it is decided that the design or construction requires additional checking time to ensure compliance.
  - Additional inspections are requested due to site conditions or the contractor splitting the work into stages or phases.
- e. ARCHIVED FILES: Charges assume work will continue at a reasonable speed through to satisfactory completion. Where no visit has been requested for a period in excess of 24 months we will write to advise you that the file will be archived. This involves scanning and then destroying the hard copy. If the work recommences a charge of £50 including VAT will be made to resurrect the application. It may also be necessary to re-estimate the charge for remaining inspections to reflect current costs/hourly rate.
- f. Where the actual service hours are less than originally estimated, the Council may make an appropriate refund of part of the charge on satisfactory completion of the application. For the purposes of this calculation, the first hour will be disregarded.

- g. All of the charges assume that domestic electrics (Part P) and gas installations will be self-certified under a Government approved Competent Persons Scheme. Where this is not the case an additional charge of £235.00 including VAT will be required in respect of each unit. This is to enable checks and tests on the work to be made by our nominated contractor to establish that the work meets the requirements of Approved Documents J and P. (Heat producing appliances and Electrical work)
  - h. Refund of charges on cancellation of an application is at the discretion of the Building Surveying Manager. Any refund will take into account hours spent by Surveyors and administration to the point of cancellations and a minimum of £40 will be retained.
  - i. Applications remain invalid and of no effect until the plans fee has been received in full or where the fee cannot be agreed upon. We will write or contact you to advise that the application is invalid and what you need to do to validate it. If an application remains invalid for more than 21 days we will return it and refund fees paid minus any cost we have incurred. (see h)
5. For certain work under the Building Regulations you will also need to apply for planning permission under the Planning Acts. (You may have to pay extra for this). For more information, please phone the Development Control Team.

For further advice on Building Regulations call 01622 602701, 602702, 602220 or e-mail, [buildingcontrol@maidstone.gov.uk](mailto:buildingcontrol@maidstone.gov.uk).

## 6. Customer Care Policy

Our Customer Care Policy which can be viewed at [http://www.maidstone.gov.uk/pdf/Customer\\_Care\\_Policy.pdf](http://www.maidstone.gov.uk/pdf/Customer_Care_Policy.pdf)

Building Control is a statutory function that requires us to check plans and work on site in accordance with the Department for Communities and Local Government publication *Building Control Performance Standards* which can be viewed at: [http://www.planningportal.gov.uk/uploads/br/bcpi/building-control-performance-standards\\_june06.pdf](http://www.planningportal.gov.uk/uploads/br/bcpi/building-control-performance-standards_june06.pdf)

## 7. Complaints

Dissatisfaction with any aspect of service delivery can be raised through the Corporate Complaints system, details of which can be found using this link: <http://www.maidstone.gov.uk/find-and-contact-us/complaints-policy>