

BUILDING CONTROL PARTNERSHIP



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Guidance notes and summary of fees charged

These tables of fees charged and guidance notes are based on Sevenoaks District Council's Building Control Charge Scheme. The charges scheme has been made under the Building (Local Authority Charges) Regulations 2010, which contains the full statement of law. A copy of Sevenoaks District Council's charges scheme is available for viewing on request. Where Building Regulations apply to your work, you or your Agent will need to submit a Full Plans Application for approval or give a Building Notice.

Full Plans Application

If you submit a Full Plans Application, we will examine your plans and details within 14 days and if we are satisfied that they comply with the Building Regulations, a notice of approval or conditional approval will be issued. Should further information or clarification be required prior to approval, we will ask you to provide this. A '**Submission Charge**' is payable with your application. You will be invoiced for the '**Inspection Charge**' (where applicable) following the first inspection by Building Control.

Building Notice

If you submit a valid Building Notice you will need to be confident that the work will comply with the Building Regulations as no approval is given for your plans under this procedure. The Building Regulations preclude Building Notices for most work in non-domestic buildings.

Regularisation Application

A Regularisation Application may be submitted when seeking retrospective approval for work, which has been substantially completed. A charge of 150 per cent of the total Full Plans application charge (i.e submission charge + inspection charge) must be paid when the application is submitted. This type of application is, however, exempt from VAT.

Disabled Exemptions

There are no charges payable when the proposed works are to provide access and facilities in an existing dwelling or is an extension to store equipment or provide medical treatment for a disabled person. In order to claim exemption, the appropriate evidence as to the nature of the disabled person's disability must support any application.

Multiple Works

Where other works are carried out at the same time as building work which is described in classes 1 - 10 in Table 2, the total charge payable will be the appropriate charge in Table 2 added to the appropriate charge in Table 3. Please see the appropriate table for further information.

Estimated Cost of Works

The estimated cost of work used to determine the charge in Table 3 should be a reasonable estimate that would be charged by a professional builder to carry out such work (excluding the amount of any VAT).

Electrical Work

Where you choose not to use an electrician who belongs to an approved self-certification scheme, we will carry out inspections of the new electrical work and test it once it has been completed. We will employ qualified electricians for this and there is an additional fee to cover costs. (See Table 2 - Class 9).

Further Information

If you have any queries regarding Building Control charges, please telephone 01732 227376 or email building.control@sevenoaks.gov.uk.

Sevenoaks District Council – Building Control Fees

Table 1 - Standard Charges for the Erection of New Dwellings

The standard charges below relate to creation or construction of new dwellings each unit not exceeding 300m² in floor area, for larger properties please contact Building Control to obtain an individual fee quotation for the work.

VAT applies at the current rate of 20% (except for a Regularisation Application).

No of New Dwellings	Full Plans Submission				Building Notice Charge		Regularisation charge
	Plan Submission Charge		Inspection charge		Exc Vat	Inc Vat	No Vat
	Exc Vat	Inc Vat	Exc Vat	Inc Vat			
1	£180.00	£216.00	£480.00	£576.00	£792.00	£950.40	£1188.00
2	£240.00	£288.00	£780.00	£936.00	£1224.00	£1468.80	£1836.00
3	£300.00	£360.00	£1020.00	£1224.00	£1554.00	£1864.80	£2331.00
4	£360.00	£432.00	£1260.00	£1512.00	£1944.00	£2332.80	£2916.00
5	£420.00	£504.00	£1380.00	£1656.00	£2160.00	£2592.00	£3240.00

For schemes where the number of units exceed 5 or floor areas of individual units exceed 300m² please contact Building Control to obtain an individual fee quotation for the work.

Note: Where electrical installations are not to be certified by an installer registered with one of the Governments Competent Persons Schemes the additional charge in Table 2 Class 9 will be required for 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 with the requirements of Approved Document P.

Shaded figures indicate that the 'Building Notice' charge exceeds the 'Full Plans' charge by 20%, which reflects the additional work associated with servicing Building Notices for such work compared to work associated with a Full Plans application.

Sevenoaks District Council – Building Control Fees

Table 2 - Standard Charges for Extensions & Alterations to Domestic Buildings

VAT applies at the current rate of 20% (except for a Regularisation Application).

Class & Description		Full Plans Submission				Building Notice Charge		Regularisation Charge
		Plan Submission Charge		Inspection charge		Exc Vat	Inc Vat	No Vat
		Exc Vat	Inc Vat	Exc Vat	Inc Vat			
1	Single storey garage up to 60m ²	£90.00	£108.00	£150.00	£180.00	£240.00	£288.00	£360.00
2	Extension less than 6m ²	£120.00	£144.00	£240.00	£288.00	£360.00	£432.00	£540.00
3	Extension 6m ² - 40m ²	£180.00	£216.00	£360.00	£432.00	£540.00	£648.00	£810.00
4	Extension 40m ² - 100m ²	£240.00	£288.00	£450.00	£540.00	£690.00	£828.00	£1035.00
5	Loft conversion up to 40m ²	£210.00	£252.00	£360.00	£432.00	£570.00	£684.00	£855.00
6	Loft conversion 40m ² - 100m ²	£240.00	£288.00	£450.00	£540.00	£690.00	£828.00	£1035.00
7	Conversion of garage to habitable room up to 30m ²	£90.00	£108.00	£180.00	£216.00	£270.00	£324.00	£405.00
8	Recovering of roofs or cladding of walls to single dwellings (renovation of thermal element)	£180.00	£216.00	-	-	£180.00	£216.00	£270.00
9	Electrical/ Gas/ HETAS installation	£200.00	£240.00	-	-	£200.00	£240.00	£240.00
10	Replacement windows	£120.00	£144.00	-	-	£120.00	£144.00	180.00

For all other works to a single domestic building and extensions/conversions over the floor areas specified above, please refer to Table 3 – Estimated Cost of Works.

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Where an extension or loft conversion over 100m² is proposed, the total fee payable will not be less than that specified in Class 4/6 above.

Where more than one extension, or an extension and a loft conversion is proposed, and the work is to be carried out concurrently, the individual fees should be combined and reduced by 30%.

Note: Where electrical installations are *not* to be certified by an installer registered with one of the Governments Competent Persons Schemes, the additional charge in Table 2 Class 9 will be required for 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 with the requirements of Approved Document P.

Sevenoaks District Council – Building Control Fees

Table 3 - Standard Charges for Alterations to Single Domestic Buildings (Other Than Those Specified in Table 2) and All Work to Non – Domestic Buildings

Please note: Building Notices should not be submitted for works to non-domestic buildings.

VAT applies at the current rate of 20% (except for a Regularisation Application).

Estimated Cost of Works Up To:	Plan Submission Charge		Inspection Charge		Building Notice Charge		Regularisation Charge
	Exc VAT	Inc VAT	Exc VAT	Inc VAT	Exc VAT	Inc VAT	No VAT Payable
£2,000	£150.00	£180.00	-	-	£150.00	£180.00	£225.00
£5,000	£240.00	£288.00	-	-	£240.00	£288.00	£360.00
£10,000	£100.00	£120.00	£200.00	£240.00	£300.00	£360.00	£450.00
£15,000	£120.00	£144.00	£240.00	£288.00	£360.00	£432.00	£540.00
£20,000	£140.00	£168.00	£280.00	£336.00	£420.00	£504.00	£630.00
£25,000	£160.00	£192.00	£320.00	£384.00	£480.00	£576.00	£720.00
£30,000	£180.00	£216.00	£360.00	£432.00	£540.00	£648.00	£810.00
£35,000	£200.00	£240.00	£400.00	£480.00	£600.00	£720.00	£900.00
£40,000	£220.00	£264.00	£440.00	£528.00	£660.00	£792.00	£990.00
£45,000	£240.00	£288.00	£480.00	£576.00	£720.00	£864.00	£1080.00
£50,000	£260.00	£312.00	£520.00	£624.00	£780.00	£936.00	£1170.00

For work exceeding an estimated cost of £50,000 in Table 3 please contact Building Control to obtain an individual fee quotation for the work.

Where domestic alterations up to £10,000 are to be carried out at the same time as work described in categories 2 – 6 of Table 2 the charge payable in Table 3 is reduced by 30%.