

BUILDING CONTROL CHARGES
THE BUILDING (LOCAL AUTHORITY CHARGES)
REGULATIONS 1998

EFFECTIVE FROM: 1 APRIL 2009

TOWN HALL
 THE PARADE
 EPSOM KT18 5BY
 EPSOM (01372) 732000

GUIDANCE NOTES

Before you carry out building work to which the Building Regulations apply, you or your agent must either deposit Full Plans or a Building Notice, together with the appropriate charge. The charge payable is dependent upon the type of work carried out and can be calculated by reference to the following notes and schedules.

CHARGES PAYABLE:

Plan Charge: If you submit Full Plans, you have to pay the charge in Column (A) at the time of submission to cover their passing or rejection.

Inspection Charge: With Full Plans submissions, for most types of work an inspection charge covering all necessary site visits will be payable after we have made the first inspection. If applicable, you will be sent an invoice for this charge, shown in Column (B).

Building Notice Charge: Should you submit a Building Notice, the appropriate Building Notice charge in Column (C) is payable at the time of submission and covers all necessary checks and site visits in relation to the work described in the notice.

Regularisation Charge: (Column D): If you are making an application for a regularisation certificate of unauthorised building work,

the charge is equivalent to 120% of the Building Notice charge. *No VAT is payable on a regularisation charge*

SCHEDULES:

Schedule 1 - Charges for Small Domestic Buildings, e.g. certain new dwelling houses and flats

Applicable where the total internal floor area of each dwelling, excluding any garage or carport does not exceed 300m² and the building has no more than 3 storeys, each basement level being counted as one storey. In any other case, Schedule 3 applies.

Schedule 2 - Charges for Certain Small Buildings and Domestic Extensions

Where work comprises more than one domestic extension, the total internal floor areas of all storeys of all the extensions shown on the application may be added together to determine the relevant charge. If the extension(s) exceed 60m² or 3 storeys in height, then Schedule 3 applies.

Schedule 3 - Charges for Other Work

Applicable to all other building work not covered by Schedules 1 or 2. Total estimated cost means an acceptable estimate that would be charged by a person in business to carry out the work shown or described in the application.

EXEMPTIONS / REDUCTIONS:

Where plans have been either approved or rejected, no further charge is payable on resubmission for substantially the same work.

Works to provide access and/or facilities for disabled people to existing dwellings and buildings to which the public have access, are exempt from charges. In these regulations, "disabled person" means a person who is within any of the descriptions of person to whom section 29(1) of the National Assistance Act 1948 applies. Where an application or building notice is in respect of two or more buildings or building work, all of which is substantially the same as each other, or such application or building notice have previously been dealt with by this authority, with certain criteria, a reduction of 25% on the plan charge or on the plan charge proportion of the building notice charge is allowable.

General: These notes are for guidance only. Full details may be found in the Council's Building Control Charges Scheme which is available on request. If you have any difficulties calculating charges, please contact us on 01372 732000.

SCHEDULE 1 - CHARGES FOR SMALL DOMESTIC BUILDINGS
e.g. certain new dwelling houses and flats up to 300m² per dwelling

Number of Dwellings	FULL PLAN APPLICATIONS				BUILDING NOTICE	
	(A) Plan Charge Inc. VAT (£)	Additional charge for each dwelling (£)	(B) Inspection Charge Inc. VAT (£)	Additional charge For each dwelling (£)	(C) Building Notice Charge Inc. VAT (£)	Additional charge For each dwelling (£)
1	750	0	Included	0	750	0
2	1040	0	Included	0	1040	0
3	350	0	970	0	1320	0
4	400	0	1180	0	1580	0
5	500	0	1300	0	1800	0

For charges based on the number of dwellings in excess of 5 please contact Building Control on Epsom (01372) 732000

SCHEDULE 2 - CHARGES FOR CERTAIN SMALL BUILDINGS & DOMESTIC EXTENSION

TYPE OF WORK BEING CARRIED OUT	FULL PLANS		BUILDING NOTICES	REGULARISATION
	(A) Plan Charge Inc. VAT (£)	(B) Inspection Charge Inc. VAT (£)	(C) Building Notice Charge Inc. VAT (£)	(D) Regularisation Charge No VAT payable (£)
1. Erection or extension of a detached or attached building which consists solely of a garage or car port or both having a floor area not exceeding 40m ² in total and used in common with an existing building which is not an exempt building	160	Included	160	166.96
2. A garage or carport as in 1. above but having a floor area exceeding 40m ² but not exceeding 60m ² .	310	Included	310	323.48
NB: If the total floor area of one or more extensions referred to in 1&2 above exceeds 60m ² the charge is calculated under Schedule 3.				
3. Any extension of a dwelling the total floor area of which does not exceed 10m ² , including means of access and work in connection with that extension.	310	Included	310	323.48
4. Any extension as in 3. above but having a floor area exceeding 10m ² but not exceeding 40m ²	465	Included	465	485.22
5. Any extension as in 3. above but having a floor area exceeding 40m ² but not exceeding 60m ² .	620	Included	620	646.96
EXTENSION EXCEEDING 60m² : Where the total floor area of one or more extensions referred to in categories 3,4 & 5 above exceeds 60m ² the charge is to be calculated under Schedule 3, subject to minimum charge for of £635 Full Plan or Building Notice type application.				
ROOM IN ROOFSPACE: Any extension or alteration of a dwelling consisting of the provision of one or more rooms in roof space, including means of access is to be calculated under Schedule 3, subject to minimum charge for Full Plans of £495 inclusive of the inspection charge or £495 for a Building Notice.				

SCHEDULE 3 - CHARGES FOR OTHER WORK (NOT COVERED BY SCHEDULES 1 OR 2)

ESTIMATED COST OF WORK (£)	FULL PLANS		BUILDING NOTICES	REGULARISATION
	(A) Plan Charge Inc. VAT (£)	(B) Inspection Charge Inc. VAT (£)	(C) Building Notice Charge Inc. VAT (£)	(D) Regularisation Charge No VAT payable (£)
Up to-2,000	150	Included.	150	153.20
2,001-5,000	200	Included.	200	204.25
5,001-10,000	245	Included.	245	250.21
10,001-15,000	300	Included	300	306.38
15,001-20,000	350	Included	350	357.44
20,001-25,000	400	Included	400	408.52
25,001-30,000	445	Included	445	454.46
30,001-35,000	495	Included	495	505.54
35,001-40,000	540	Included	540	551.48
40,001-45,000	590	Included	590	602.56
45,001-50,000	635	Included	635	648.52
50,001-55,000	200	490	690	704.68
55,001-60,000	200	530	730	745.54
60,001-65,000	200	570	770	786.38
65,001-70,000	200	625	825	842.56
70,001-75,000	200	670	870	888.52
75,001-80,000	250	665	915	934.46
80,001-85,000	250	715	965	985.54
85,001-90,000	250	760	1,010	1,031.48
90,001-95,000	250	810	1,060	1,082.56
95,001-100,000	250	855	1,105	1,128.52
100,001-105,000	300	825	1,125	1,148.94
105,001-110,000	300	845	1,145	1,169.36
110,001-115,000	300	865	1,165	1,189.79
115,001-120,000	300	885	1,185	1,210.21
120,001-125,000	300	905	1,205	1,230.64
125,001-130,000	300	930	1,230	1,256.17
130,001-135,000	300	950	1,250	1,276.60
135,001-140,000	300	970	1,270	1,297.02
140,001-145,000	300	990	1,290	1,317.44
145,001-150,000	300	1,010	1,310	1,337.87

For charges based on the estimated cost in excess of £150,000 please contact Building Control on Epsom (01372) 732000