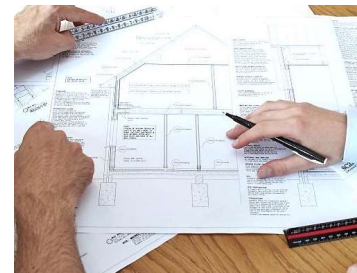


BUILDING CONTROL CHARGES

THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

GUIDANCE FOR DUTYHOLDERS

1 April 2025 – 31 March 2026



Building Control Charges Guidance Notes

- Table A - New build/conversion of dwelling(s) & flat(s)
- Table B - Domestic extensions to a single building
- Table C - General domestic alterations
- Table D - Non-domestic extension/new-build
- Table E - All other non-domestic work – alterations

Southern Building Control Partnership
Council Offices
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Applications can be submitted using the portal on our website www.southernbcp.co.uk

BUILDING CONTROL CHARGES GUIDANCE NOTES

Fees payable are dependent on the type of work carried out and can be determined by reference to the following notes and schedules.

APPLICATION CHARGES EXPLAINED

Application for Full Plans Approval Domestic

Fees are split into two parts:

- i. Plan Check fee - Payable at submission for the plan check of the application.
- ii. Inspection fee – For all necessary site visits and is payable after we have completed the first inspection. If applicable, you will be sent an invoice for this charge following the first inspection.

Application for Full Plans Approval Commercial

Where a Full Plans application is submitted for non-domestic (commercial) work, payment in full is required at submission. If an invoice is required for payment, please submit full purchase order/billing details with the application.

Building Notice

For Building Notice applications, the appropriate charge is payable in full at the time of submission, for all necessary checks and site visits in relation to the work described in the Building Notice.

Regularisation Applications

Applications for a regularisation certificate in respect of unauthorised building work, which commenced on or after 11 November 1985, will incur a regularisation charge for the cost of assessing the application and all necessary inspections. The charge is equivalent to the Building Notice charge (ex VAT) plus 50%. There is no VAT payable on a regularisation charge.

EXEMPTIONS AND CHARGES

Cancellation Charges

Applications cancelled more than 24 hours after submission will incur an administration fee for work already carried out on the application. Minimum charge is £150 inclusive of VAT

Standard Charges

Charges are set on the basis that the design and building work is undertaken by a person or company that is competent to carry out the relevant works.

Construction Time Period

If the duration of the building work from commencement to completion exceeds 12 months, the Partnership reserves the right to make supplementary charges.

Where it is more than three years since the last inspection, a charge of £175 inclusive of VAT will be charged to continue with the application.

Re-submissions

If plans have been rejected, no further charge is payable on re-submission for substantially the same design.

Work solely required for disabled persons

Works to provide access and/or facilities in existing dwellings for sole use by a disabled person or their carer are exempt from charges in accordance with Section 4 of The Building (Local Authority Charges) Regulations 2010. A copy of a medical report to support the exemption is required (a blue badge is not sufficient as proof of exemption).

Further details on eligibility criteria can be found on our website. If the criteria specified are not met, building regulation fees will apply.

TABLE A - NEW BUILD/CONVERSION OF DWELLING(S) & FLAT(S)

Applicable for: Up to 5 dwellings where the total internal floor area of each dwelling (excluding any garage or carport) does not exceed 300 m²

For electrical work not covered under a Competent Person Scheme please contact us for a quote.

Charges in bold include 20% VAT.

No. of dwelling(s)	Full Plans		Building Notice	Regularisation
	Plan Check	Inspection		
	<i>Paid on submission</i>	<i>Paid after first inspection</i>		
1	£647.50	£1,316.67	£1,964.17	£2,946.25
	£777	£1,579	£2,356	VAT n/a
2	£777.50	£1,576.67	£2,353.33	£3,530.00
	£932	£1,891	£2,823	VAT n/a
3	£905.83	£1,837.50	£2,743.33	£4,115.00
	£1,087	£2,205	£3,292	VAT n/a
4	£1,034.17	£2,098.33	£3,131.67	£4,697.50
	£1,240	£2,518	£3,758	VAT n/a
5	£1,163.33	£2,360.00	£3,523.33	£5,285.00
	£1,395	£2,832	£4,227	VAT n/a

TABLE B - DOMESTIC EXTENSIONS TO A SINGLE BUILDING

- Applicable for:
- Single storey extensions up to 100m² internal floor area
 - Two storey extensions up to 200m² internal floor area
 - Loft conversions up to 60m² internal floor area
 - Attached or detached single storey garages/carports up to 100m² internal floor area
 - Garage conversions up to 40m²

- If work from Table C, categories 1-2 only, is to be completed at the same time as work from Table B, a 25% reduction will be applied to the Table C charge.
- To determine the fee for a combination of single storey ground and single storey first floor extensions, calculate the total internal floor area and use the fees for two storey extensions.
- For electrical work (up to 8 circuits) not covered under a Competent Persons Scheme, the fee from Table C category 4 will apply.

Charges in bold include 20% VAT.

Project Description and Category		Floor Area	Full Plans		Building Notice	Regularisation
			Plan Check	Inspection		
			<i>Paid on submission</i>	<i>Paid after first inspection</i>		
Single storey extension (at any floor level) to a dwelling house	1	not exceeding 10m ²	£250.00	£505.00	£755.00	£1,132.50
			£299	£606	£905	VAT n/a
	2	exceeding 10m ² but not exceeding 40m ²	£295.00	£598.33	£892.50	£1,338.75
			£354	£717	£1,071	VAT n/a
	3	exceeding 40m ² but not exceeding 100m ²	£389.17	£786.67	£1,175.83	£1,763.75
			£466	£944	£1,410	VAT n/a
Two storey extension to a dwelling house	4	not exceeding 40m ²	£451.67	£917.50	£1,369.17	£2,053.75
			£542	£1,100	£1,642	VAT n/a
	5	exceeding 40m ² but not exceeding 100m ²	£547.50	£1,110.00	£1,656.67	£2,485.00
			£656	£1,331	£1,988	VAT n/a
	6	exceeding 100m ² but not exceeding 200m ²	£647.50	£1,316.67	£1,964.17	£2,946.25
			£777	£1,579	£2,356	VAT n/a
Loft conversion, Not including: Alterations to roof line or construction of a dormer	7	Floor area up to 60m ²	£276.67	£563.33	£839.17	£1,258.75
			£332	£675	£1,007	VAT n/a
Loft conversion, Including: Alterations to roof line or construction of a dormer	8	Floor area up to 60m ²	£312.50	£633.33	£945.00	£1,417.50
			£375	£759	£1,134	VAT n/a
Erection/extension of non-exempt detached single storey domestic garage/carport	9	Floor area up to 100m ²	£222.50	£450.83	£673.33	£1,010.00
			£267	£541	£807	VAT n/a
Erection/extension of non-exempt attached single storey domestic garage/carport	10	Floor area up to 100m ²	£239.17	£484.17	£723.33	£1,085.00
			£287	£581	£867	VAT n/a
Conversion of garage to habitable room(s)	11	Up to 40m ²	£204.17	£412.50	£616.67	£925.00
			£245	£495	£739	VAT n/a

TABLE C - GENERAL DOMESTIC ALTERATIONS

- Applicable for:
- Renovation of a thermal element to a single dwelling
 - Internal alterations, installation of fittings and/or structural alterations and installation of non-exempt garden buildings up to a value of £150,000
 - Replacement of up to 20 existing windows and doors glazed with more than 50% glass
 - Electrical work up to 8 circuits (unless the work is carried out by a member of the Competent Person Scheme)

If work from Table C, categories 1-2 only, is to be completed at the same time as work from Table B, a 25% reduction will be applied to the Table C charge.

Charges in bold include 20% VAT.

Category of Work	Basis of Charge	Full Plans		Building Notice	Regularisation	
		Plan Check	Inspection			
		<i>Paid on submission</i>	<i>Paid after first inspection</i>			
1	Renovation of thermal element to single dwelling. (New roof/wall/floor)	Fixed price	£323.33 One fee paid on submission		£323.33	£485.00
			£387		£387	VAT n/a
2	Alterations, installation of fittings (not electrical) and/or structural alterations	Based on estimated cost less than £5,000	£431.67 One fee paid on submission		£431.67	£647.50
			£518		£518	VAT n/a
		Exceeding £5,000 up to £25,000	£227.50	£462.50	£690.00	£1,035.00
			£273	£554	£827	VAT n/a
		Exceeding £25,001 up to £50,000	£299.17	£605.83	£904.17	£1,356.25
			£358	£727	£1,085	VAT n/a
Exceeding £50,001 up to £100,000	£456.67	£924.17	£1,380.00	£2,070.00		
	£547	£1,109	£1,656	VAT n/a		
Exceeding £100,001 up to £150,000	£592.50	£1,202.50	£1,795.00	£2,692.50		
	£711	£1,443	£2,154	VAT n/a		
3	Window/door replacement (installer not competent persons scheme registered)	Fixed price Per installation up to 20 windows		£266.67	£400.00	
				£319	VAT n/a	
4	Electrical work (not competent persons scheme registered)	Fixed price up to 8 circuits		£425.83	£638.75	
				£510	VAT n/a	

TABLE D - NON-DOMESTIC EXTENSION/NEW-BUILD

- Applicable for:
- Non-domestic extensions and new build up to 200m² internal floor area
 - Industrial and storage buildings up to 200m² internal floor area

Charges in bold include 20% VAT.

Category of Work		Industrial & Storage usage			All Other use Classes		
		Full Plans		Regularisation	Full Plans		Regularisation
		Plan Check & Inspection			Plan Check & Inspection		
		Plan Check	Inspection	Plan Check	Inspection		
1	Not exceeding 10m ²	£190.83	£414.17	£907.50	£287.50	£625.00	£1,368.75
		One fee paid on submission Fee splits for information			One fee paid on submission Fee splits for information		
		Net Total: £605.00			Net Total: £912.50		
Total Payable: £726		VAT n/a	Total Payable: £1,094		VAT n/a		
2	Exceeding 10m ² but not exceeding 40m ²	£286.67	£622.50	£1,362.50	£405.00	£879.17	£1,925.00
		One fee paid on submission Fee splits for information			One fee paid on submission Fee splits for information		
		Net Total: £908.33			Net Total: £1,283.33		
Total Payable: £1,090		VAT n/a	Total Payable: £1,539		VAT n/a		
3	Exceeding 40m ² but not exceeding 100m ²	£428.33	£932.50	£2,040.00	£532.50	£1,157.50	£2,533.75
		One fee paid on submission Fee splits for information			One fee paid on submission Fee splits for information		
		Net Total: £1,360.00			Net Total: £1,689.17		
Total Payable: £1632		VAT n/a	Total Payable: £2,027		VAT n/a		
4	Exceeding 100m ² but not exceeding 200m ²	£474.17	£1,034.17	£2,261.25	£759.17	£1,652.50	£3,616.25
		One fee paid on submission Fee splits for information			One fee paid on submission Fee splits for information		
		Net Total: £1,507.50			Net Total: £2,410.83		
Total Payable: £1,808		VAT n/a	Total Payable: £2,893		VAT n/a		

TABLE E - ALL OTHER NON-DOMESTIC WORK – ALTERATIONS

- Applicable for:
- Replacement of up to 50 existing windows
 - Installation of a new shop front
 - Renovation of a thermal element up to a value of £250,000
 - Alterations not described elsewhere including installation of fittings & structural alterations up to £150,000
 - The fitting out of a shop or office up to 1,000m² floor area

Charges in bold include 20% VAT.

Category of Work		Basis of Charge	Full Plans Plan Check & Inspection		Regularisation		
			One fee paid on submission		Paid on submission		
			Fee splits for information				
1	Fixed price grouped by numbers of windows.						
	Window/door replacement	Per installation up to 20 windows	£252.50		£378.75		
			£302		VAT n/a		
	(Non-competent person scheme)	Per installation over 20 windows up to 50 windows.	£428.33		£642.50		
£513			VAT n/a				
2	New shop front(s)	Fixed Price	£393.33		£590.00		
			£471		VAT n/a		
3	Renovation of a thermal element	Estimated cost up to £50,000	£106.67	£231.67	£506.25		
			Net Total: £338.33				
			Total Payable: £406				
			Estimated cost £50,001 - £100,000	£156.67		£341.67	£747.50
				Net Total: £498.33			
				Total Payable: £598			
		Estimated cost £100,001 - £250,000	£214.17	£466.67	£1,020.00		
			Net Total: £680.83				
			Total Payable: £817				
		4	Alterations not described elsewhere including structural alterations & installation of controlled fittings	Estimated cost up to £5,000	£495.83		£743.75
					Total Payable: £595		
					Estimated cost £5,001 - £25,000	£270.83	
Net Total: £850.00							
Total Payable: £1,020							
Estimated cost £25,001 - £50,000	£329.17			£687.50	£1,525.00		
	Net Total: £1,016.67						
	Total Payable: £1,220						
Estimated cost £50,001 - £100,000	£520.83			£1,079.17	£2,400.00		
	Net Total: £1,600.00						
	Total Payable: £1,920						
Estimated cost £100,001 - £150,000	£607.50			£1,273.33	£2,821.25		
	Net Total: £1,880.83						
	Total Payable: £2,257						
						VAT n/a	