

BUILDING CONTROL CHARGES



GUIDANCE NOTES

An application for Building Regulation approval must be made before carrying out building work as defined in the Building Regulations

This leaflet outlines the charges payable with such an application. The notes are for guidance only, further details can be found in the Scheme of Charges adopted by the Council.

The charges for Building Regulation work are required to recover the cost of the service with the exception of work that is carried out for a disabled person which is charge exempt.

There are two methods of establishing the charge – standard charges and individually determined. This guidance shows the work to which standard charges apply. If you are carrying work which falls outside the scope of standard charges or you require assistance to determine your charge, please contact Building Control on 01484 221550 or via email at building.control@kirklees.gov.uk Where the work is not included in the standard charges or where multiple plots, extensions or alterations are carried out at the same time, please ask for an individual assessment.

Payment of the charges you incur depends upon the type of application made and the type of work involved. If you are making a Full Plans Application you pay a Plan Charge when you deposit your application, plus an Inspection Charge when you commence work. You will receive an invoice for the inspection charge after your initial inspection. If you submit a Building Notice the full charge is paid when the Notice is deposited

With regards to Regularisation applications, please see the separate guidance notes overleaf.

It is important that the appropriate payment is included with your application, otherwise the application cannot be processed.

Payment can be made via Cheque (made payable to Kirklees Council) and deposited with the application, or alternatively, you can pay via debit/credit card over the phone. If you wish to pay by card, please supply the appropriate contact information with the application.

The tables of the Charge Scheme relate to the following types of work;

- ◆ Table A - Creation or conversion to new housing (houses up to 300m² in floor area, flats up to 3 storeys), including barn conversions etc.
- ◆ Table B - Domestic extensions/garage conversions to a single building
- ◆ Table C - Domestic alterations to a single building (i.e. removal of a load bearing wall)
- ◆ Table D - Other non domestic work (extensions and new buildings)
- ◆ Table E - All other non domestic work (alterations)

You may be exempt from charges. If you think this is the case, please give details of the claim on the application form. Exemptions which may apply ;

- ◆ under certain circumstances where a plan for the same work has been deposited previously.
- ◆ if the proposed work applies to an existing dwelling or public building and is solely to provide a benefit for a disabled person (in this context a disabled person is one to whom Section 29 of the National Assistance Act 1948 applies), **Please note that evidence will be required in the form of a letter, from a suitably qualified person.**
- ◆ if you are installing an approved unvented hot water system where the work is carried out by an approved operative or is part of a larger project.

Regularisation Applications

It is not uncommon for work to be carried out without Building Regulations approval. This can cause problems, particularly when a property is being sold. The Regularisation process invites the Local Authority to consider work which has been carried out without the submission of an application and the statutory site inspections being made.

A regularisation application can only be made where no application was made at the time the work was carried out and also where the works were carried out after the 11th November 1985. Generally, works must also be completed.

The regularisation application should be deposited prior to an inspection of the work being undertaken. The charge payable can be calculated by reference to the following tables, adding the plan and inspection charge together and multiplying by 140%. No VAT is payable.

Completion Certificates

A completion certificate will be issued on satisfactory completion and inspection of the works. Further and/or duplicate copies are available e.g. for conveyancing purposes at a cost of £25.00.

TABLE A

STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING

NUMBER OF DWELLINGS	PLAN CHARGE			INSPECTION CHARGE			BUILDING NOTICE CHARGE		
	Net £	VAT £	Gross £	Net £	VAT £	Gross £	Net £	VAT £	Gross £
1	165.00	33.00	198.00	262.08	52.42	314.50	427.08	85.42	512.50
2	302.50	60.50	363.00	482.50	96.50	579.00	785.00	157.00	942.00
3	453.75	90.75	544.50	536.25	107.25	643.50	990.00	198.00	1,188.00
4	594.00	118.80	712.80	715.00	143.00	858.00	1,309.00	261.80	1,570.80
5	742.50	148.50	891.00	893.75	178.75	1,072.50	1,636.26	327.25	1,963.51
6	891.00	178.20	1,069.20	1,072.50	214.50	1,287.00	1,963.51	392.70	2,356.21
7	1,039.50	207.90	1,247.40	1,251.25	250.25	1,501.50	2,290.75	458.15	2,748.90
8	1,188.00	237.60	1,425.60	1,430.00	286.00	1,716.00	2,618.00	523.60	3,141.60
9	1,336.50	267.30	1,603.80	1,608.75	321.75	1,930.50	2,945.25	589.05	3,534.30
10	1,375.00	275.00	1,650.00	1,787.50	357.50	2,145.00	3,162.50	632.50	3,795.00

Additional charge of £200 + Vat = £240 where work e.g. electrical or Gas fittings work is not to be certified as compliant with the Building Regulations by a person or body competent and registered to do so*.

Note – for 10 or more dwellings or if the floor area of a dwelling exceeds 300m² the charge is individually determined.

* An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in Regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge.

TABLE B

**STANDARD CHARGES FOR DOMESTIC EXTENSIONS
TO A SINGLE BUILDING**

(including garage conversions, basement conversions and loft conversions)

	PLAN CHARGE			INSPECTION CHARGE			BUILDING NOTICE CHARGE		
	Charge £	VAT @ 20% £	Total £	Charge £	VAT @ 20% £	Total £	Charge £	VAT @ 20% £	Total £
Single Storey Extensions									
Small extension < 10m ²	136.17	27.23	163.40	221.33	44.27	265.60	357.50	71.50	429.00
Medium Extension 10m ² < but < 40m ²	136.17	27.23	163.40	303.83	60.77	364.60	440.00	88.00	528.00
Larger Extension 40 to 100 m ²	136.17	27.23	163.40	430.33	86.07	516.40	566.50	113.30	679.80
Multi Storey Extension									
Multi Storey Extension < 40m ²	136.17	27.23	163.40	320.33	64.07	384.40	456.50	91.30	547.80
Multi Storey extension > 40 < 200m ²	136.17	27.23	163.40	441.33	88.27	529.60	577.50	115.50	693.00
Other works to dwellings									
Loft conversion up to 2 rooms and no dormer	136.17	27.23	163.40	251.58	50.32	301.90	387.75	77.55	465.30
Loft conversion up to 2 rooms with dormer window	136.17	27.23	163.40	331.33	66.27	397.60	467.50	93.50	561.00
Conversion of Garage to habitable room	136.17	27.23	163.40	0.00	0.00	0.00	136.17	27.23	163.40
Erection or extension of a non exempt Garage up to 100m ²	136.17	27.23	163.40	45.33	9.07	54.40	181.50	36.30	217.80
Extension, creation or conversion of a basement up to 100m ²	Based on estimated cost with a minimum:						330.00	66.00	396.00

If the scope of work is greater than the listed in Table C, please contact the office to obtain a quote. You can also obtain a quote by emailing existing and proposed drawings to building.control@kirklees.gov.uk along with the estimated cost of work and we will be able to calculate the fee for you.

Additional charge of £200 + Vat = £240 where work e.g. electrical work is not to be certified as compliant with the Building Regulations by a person or body competent and registered to do so*.

*An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in Regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge.

TABLE C

DOMESTIC ALTERATIONS TO A SINGLE BUILDING
(including removal of load bearing walls & chimney breasts etc)

	PLAN CHARGE			INSPECTION CHARGE			BUILDING NOTICE CHARGE		
	Charge £	VAT @ 20% £	Total £	Charge £	VAT @ 20% £	Total £	Charge £	VAT @ 20% £	Total £
Renovation of a thermal element to single dwelling	55.32	11.06	66.38				55.32	11.06	66.38
Internal alterations up to a value of £2000	55.32	11.06	66.38	109.68	21.94	131.62	165.00	33.00	198.00
Internal alterations with a value of £2001 to £5000	55.32	11.06	66.38	148.18	29.64	177.82	203.50	40.70	244.20
Internal alterations with a value to £5001 to £10000	136.17	27.23	163.40	111.33	22.27	133.60	247.50	49.50	297.00
Internal alterations with a value of £10001 to £15000	136.17	27.23	163.40	152.58	30.52	183.10	288.75	57.75	346.50
Internal alterations with a value of £15001 to £20000	136.17	27.23	163.40	207.58	41.52	249.10	343.75	68.75	412.50
Window replacement (Grouped by number of windows)									
Up to 5	82.50	16.50	99.00				82.50	16.50	99.00
6 to 10	55.32	11.06	66.38	54.68	10.94	65.62	110.00	22.00	132.00
11 to 20	55.32	11.06	66.38	82.18	16.44	98.62	137.50	27.50	165.00
Over 20, request a quotation									
Controlled Electrical Works	200.00	40.00	240.00				200.00	40.00	240.00

When calculating the fee payable, please calculate the estimated cost of work (based on a builders estimate) and then apply this figure to the appropriate charge above.

If the estimated cost of work is greater than the figures in Table C, please contact the office to obtain a quote. You can also obtain a quote by emailing existing and proposed drawings to building.control@kirklees.gov.uk along with the estimated cost of work and we will be able to calculate the fee for you.

NB. There is an additional charge of £200 + Vat = £240 where work e.g. electrical work is not to be certified as compliant with the Building Regulations by a person or body competent and registered to do so*.

*An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in Regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge.

TABLE D

OTHER NON DOMESTIC WORK – EXTENSIONS AND NEW BUILDINGS

Building Type	PLAN CHARGE			INSPECTION CHARGE		
	Charge £	VAT @ 20% £	Total £	Charge £	VAT @ 20% £	Total £
Other Residential	136.17	27.23	163.40	192.50	38.50	231.00
Up to 10 m ²						
Assembly and Recreation	136.17	27.23	163.40	192.50	38.50	231.00
Up to 10 m ²						
Industrial and Storage	136.17	27.23	163.40	102.13	20.43	122.56
Up to 10 m ²						
All Other Use Classes	136.17	27.23	163.40	136.17	27.23	163.40
Up to 10 m ²						

For new commercial buildings and extensions over 10m² please use the estimated cost table (Table E) below. If the estimated cost of work is greater than the figures in Table E, please contact the office to obtain a quote. You can also obtain a quote by emailing existing and proposed drawings to building.control@kirklees.gov.uk along with the estimated cost of work and we will be able to calculate the fee for you.

The amount of time to carry out the building regulation functions varies, dependent on the different use categories of buildings.

The amount of time to check and inspect a building used for industrial and storage use is less than that for other use, same size buildings and the charge for an assembly or other residential use building is higher due to the additional time in respect of this type of work. The use of a building is different under the provisions of the Building Regulations 2000.

Note: A basement is considered to be a storey and there is an additional charge of £51.07 + VAT (=£61.28) if the work is in relation to a basement.

TABLE E

ALL OTHER NON DOMESTIC WORK
(Internal alterations and commercial change of use etc)

All Other non-Domestic Work - Alterations	PLAN CHARGE			INSPECTION CHARGE		
	Charge £	VAT @ 20% £	Total £	Charge £	VAT @ 20% £	Total £
Installation of controlled fitting(s) Ancillary to the works	Included in estimated cost based charge.			Included in estimated cost based charge.		
Other alterations, extensions and new build						
£0 to £2000	136.17	27.23	163.40	51.07	10.21	61.28
£2001 to £5000	136.17	27.23	163.40	102.13	20.43	122.56
£5001 to £10000	136.17	27.23	163.40	127.66	25.53	153.19
£10001 to £15000	136.17	27.23	163.40	161.70	32.34	194.04
£15001 to £20000	136.17	27.23	163.40	204.26	40.85	245.11
More than £20000 please ask for an assessment						
Installation of mezzanine floor			Please refer to estimated cost above			
Office fit out UP to 300m ²	136.17	27.23	163.40	289.36	57.87	347.23
Shop fit out Up to 300m ²	136.17	27.23	163.40	289.36	57.87	347.23

When calculating the fee payable, please calculate the estimated cost of work (based on a builders estimate) and then apply this figure to the appropriate charge above.

If the estimated cost of work is greater than the figures in Table E, please contact the office to obtain a quote. You can also obtain a quote by emailing existing and proposed drawings to building.control@kirklees.gov.uk along with the estimated cost of work and we will be able to calculate the fee for you.