



Guidance on Building Regulation Charges - with effect from 1 April 2019

New Dwellings, Flats and Conversions

The charges for Building Regulations work are intended to cover the cost of the service. There are two methods that the Authority may use to establish the charge for building work. These methods include either:

“Individually Determined Charges” or “Standard Charges”.

Individual Determined Charges

Charges are individually determined for the larger and/or more complex schemes. These include:-

- Work consisting of the erection of **more** than 4 dwellings or
- Work consisting of the erection of **more** than 4 new flats or
- Work consisting of the conversion of a building into more than 4 flats or
- Work consisting of the erection of dwellings where the floor area of each dwelling exceeds 300m² in area
- Work consisting of two or more dwellings where there is a repeat of house/flat type designs
- Where the conversion of a large existing building into a single dwelling is intended and the cost of that work is more than £25,000
- More than two dwellings are formed from a single dwelling
- Where the work involves building work more than 3 storeys above ground level
- Any **Table A** work and including the above schemes which will be subject to a Regularisation Certificate Application
- Applications subject to a reversion charge (work reverting from an approved inspector to the local authority)

If your building work is defined as requiring an individual assessment of a charge you should e-mail Building Control at: bldg.con@arun.gov.uk preferably with 'request for building regulation charge' in the title of the e-mail and provide a description of the intended work. We will contact you within 24 hours. Alternatively please call Jim Henn on 01903 737596.

Standard Charges

Table A below sets out the Standard Charges for certain new dwellings or conversions to form dwellings.

Table A
Dwelling-houses and Flats not exceeding 300m² in area or more than 3 storeys

Please **add VAT** to all of the following Charges:

Number of Dwelling-houses	Full Plans Application		Building Notice Charge
	Plan Charge	Inspection Charge	
1	210	483	832
2	270	627	1077
3	330	765	1314
4	390	903	1552
Number of Flats	Full Plans Application		Building Notice Charge
	Plan Charge	Inspection Charge	
1	180	414	713
2	260	576	1003
3	320	742	1274
4	380	880	1512
Conversions	Full Plans Application		Building Notice Charge
	Plan Charge	Inspection Charge	
Conversion of a small building into a single Dwelling-House or Flat	140	322	554
Form two Dwellings from a single Dwelling	140	322	554
Conversion of a building into two Flats	160	444	725
Conversion of a building into three Flats	190	503	832
Conversion of a building into four Flats	220	582	963



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Domestic Extensions and Alterations

The charges for Building Regulations work are required to cover the cost of the service with the exception of work that is carried out for the benefit of a disabled person where that work is charge exempt. There are two methods that the Authority may use to establish the charge for building work. These methods include either:

“Individually Determined Charges” or “Standard Charges”.

Individually Determined Charges

Individually Determined Charges mainly relate to larger schemes and include the following types of building work :

- Applications subject to a reversion charge (work reverting from an approved inspector to the local authority)
- Building work that is in relation to more than one building
- Building work consisting of alterations to a domestic property (other than extensions) where the estimated cost exceeds £50,000
- Building work consisting of a domestic extension where the floor area exceeds 100 m²
- Building work consisting of a non-exempt domestic garage, storage building or carport with a floor area exceeding 100 m²
- All loft conversions exceeding 100m² in floor area.
- Where the work involves building work more than 3 storeys above ground level
- A detached building within the curtilage of a dwelling that includes habitable accommodation

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Standard Charges

The charges for the majority of domestic extensions and alterations are Standard Charges and these are listed in **Table B** below.

If you are carrying out multiple extensions and/or multiple types of alterations at the same time, the authority may well be able to reduce the Standard Charges. You should ask for an individual assessment of the charge for this type of work.

If the charge for your Building Regulations work is not listed in **Table B** (below) as a Standard Charge, your application will need to be individually determined.

TABLE B - WORK TO A SINGLE DWELLING

Standard Charges – Please add VAT to all of the following Charges **EXCEPT** those applicable to Regularisation Certificate Applications.

	Domestic Extensions	Full Plan Application		Building Notice Charge	Regularisation Certificate Applications (VAT not applicable)	Additional fee *
		Plan Charge	Inspection Charge			
B2	Domestic extensions with an internal floor area up to 60m ²	160	397	668	835	160
B3	Domestic extensions with an internal floor area between 60m ² and 100m ²	210	483	832	1040	160
B4	Erection or extension of a non-exempt garage, storage building or carport up to 100m ²	120	276	475	594	160
	Conversions	Full Plans Application		Building Notice Charge	Regularisation Certificate Applications (VAT not applicable)	Additional fee *
		Plan Charge	Inspection Charge			
B7	Loft conversion to a one or two storey dwelling not exceeding 100m ²	180	414	713	891	160
B10	Conversion of integral garage to habitable room(s)	120	276	475	594	160
Other Domestic Work (including re-roofing, replacement windows and doors, renewable energy systems, thermal renovations, structural and material alterations, DIY electrical works etc)						
	Cost of Other Domestic Work	Full Plans Application		Building Notice Charge	Regularisation Certificate Applications (VAT not applicable)	*Additional Fee *
		Plan Charge	Inspection Charge			
B19	Cost of work not exceeding £5000	100	123	268	335	160
B20	Cost of work exceeding £5,000 but not exceeding £15,000	120	276	475	594	160
B21	Cost of work exceeding £15,000 but not exceeding £25,000	130	340	564	705	160
B22	Cost of work exceeding £25,000 but not exceeding £50,000	150	395	654	818	160



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All Other Work

(Excluding domestic alterations and extensions and the creation of new dwellings)

The charges for Building Regulations work are required to recover the cost of the Service with the exception of work that is carried out for the benefit of a disabled person where that work is charge exempt. There are two methods that the Authority may use to establish the charge for building work. These methods include either;

“Individually Determined Charges” or “Standard Charges”.

Individual determination of a charge

Charges are individually determined for the larger and/or more complex schemes. These include:

- Applications subject to a reversion charge (work reverting from an approved inspector to the local authority).
- Building work that is in relation to more than one building.
- Building work consisting of alterations to a non-domestic property (other than extensions) where the estimated cost exceeds £50,000
- Building work consisting of a non-domestic **single storey** extension where the floor area exceeds 60m²
- Building work consisting of a non-domestic **multi-storey extension or new build** where the floor area exceeds 100m²
- Where the work involves building work more than 3 storeys above ground level
- Any **Table C** work and including the above schemes which will be subject to a Regularisation Certificate Application

If your building work is defined as requiring an individual assessment of a charge you should e-mail Building Control at: bldg.con@arun.gov.uk preferably with ‘request for building regulation charge’ in the title of the e-mail and provide a description of the intended work. We will contact you within 24 hours or alternatively please call Jim Henn on 01903 737596.

Standard Charges

- **Tables C1** and **C2** below detail the standard charges for erecting, extending or altering non-domestic buildings.

TABLE C1 - Standard Charges for Non-Domestic Extensions and New Build

Please **add VAT** to all of the following Charges:

	Non-Domestic Extensions and New Build	Full Plans Application	
		Plan Charge	Inspection Charge
C2	Single storey extensions with a floor area not exceeding 60m ²	210	508
C4	New build and other extensions with a total floor area not exceeding 100m ²	260	619

TABLE C2 - Standard Charges for Other Non-Domestic Work

Please **add VAT** to all of the following Charges:

Other Non-Domestic Work	Full Plans Application	
	Plan Charge	Inspection Charge
Cost of work not exceeding £5,000	150	197
Cost of work exceeding £5,000 & not exceeding £25,000	170	300
Cost of work exceeding £25,000 & not exceeding £50,000	200	456

Important Notes

- Except for the Regularisation Certificate Application Charges shown in **Table B**, VAT (at the standard rate of 20%) must be added to all other Charges set out in **Tables A, B, C1 C2**
- ***Additional Fee *** To reflect the Local Authority's costs, if relevant electrical work is to be carried out using a Part P registered electrician or an electrician qualified to issue an appropriate electrical certificate for work under BS 7671, then the standard charges are significantly reduced as shown in **Tables A and B**. However, if anyone other than such a specialist contractor undertakes the electrical work, then an additional charge of £160 plus VAT is to be added to the Standard Charges for the Full Plans Submissions Inspection and Building Notice Charges.
- These charges have been set by the Authority on the basis that the building work does not consist of, or include, innovative or high risk construction techniques (details available from the Authority) and/or the duration of the building work from commencement to completion does not exceed 18 months.
- The charges have also been set on the basis that both the designs and the building work are to be undertaken by persons or companies that are competent to carry out the relevant design and building works. If they are not, your application may subsequently incur supplementary charges.
- Multiple work reductions - Where it is intended to carry out works at a property which include more than one of the following categories, then the combined **Plan Charge** can be reduced. The reduction is calculated by paying the full amount for the most expensive category and then the other work category charge can be reduced by 50%.
- Where Standard Charges are not applicable please contact Jim Henn at Building Control, Arun District Council on Tel: 01903 737596.