

SCHEME OF CHARGES FOR BUILDING REGULATIONS APPLICATIONS

TO BE READ IN CONJUNCTION WITH

The Building (Local Authority Charges) Regulations 2010

GUIDANCE NOTES ON CHARGES

Effective from 17th January 2024

Explanatory Notes:	
1.0	Before you build, extend or convert, you or your agent must advise your local authority either by submitting Full Plans or a Building Notice. The charges payable depends on the type of work, the number of dwellings in a building and the total floor area. The following tables may be used in conjunction with the current scheme to calculate the charges. If you have difficulties calculating the charges, please contact the Building Control Office on 01772 906913
2.0	Charges are payable as follows:
2.1	Should you submit Full Plans you will pay a plan charge at the time of submission to cover their passing or rejection.
2.2	With Full Plans submissions, for most types of work, an inspection charge covering all necessary site visits will be payable following the first inspection
2.3	Should you submit a Building Notice, the appropriate Building Notice charge is payable at the time of submission and covers all necessary checks and site visits
2.4	Should you apply for a regularisation certificate, regarding unauthorised building work, commenced on or after 11 November 1985, you will pay a regularisation charge to cover the cost of assessing your application and all inspections. The charge is individually assessed, but typically will be 150% greater than the total Building Notice or Full Plan charge.
3.0	Table A: Charges for small domestic buildings e.g. certain new and converted dwelling houses and flats. Applicable where the total internal floor area of each dwelling, excluding any garage or carport does not exceed 300m ² and the building has no more than three storeys, each basement level being counted as one storey. In any other case, please contact the Building Control Office on 01772 906913
4.0	Table B: Where work comprises more than one domestic extension the total internal floor areas of all the extensions shown on the application may be added together to determine the relevant charge, as long as they are all undertaken at the same time. Otherwise separate inspection charges will be payable. Please note however, the area of loft conversions may not be aggregated to an extension but a 25% discount can be applied. If the extension(s) exceed 100m ² or three storeys in height then the charge will be individually determined, but a minimum charge of £850+vat.
5.0	Table C: Standard charges for minor works to dwellings.
6.0	Table D: Applicable to all other domestic building work not covered by Tables A, B or C. Total estimated cost means an estimate accepted by the local authority of a reasonable cost that would be charged by a person in business to carry out the work shown or described in the application excluding VAT
7.0	All other larger domestic projects and non-domestic work will be individually determined.
8.0	In calculating these charges, an officer hourly rate of £71.55 has been used.
9.0	Exemptions / reduction in charges:
9.1	Where plans have been either approved or rejected no further charge is payable on resubmission for substantially the same work
9.2	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 persons to whom section 29(1) of the National Assistance Act 1948 applied, as that section was extended by virtue of section 8(2) of the Mental Health Act 1959, but not taking into account amendments made to section 29(1) by paragraph 11 of schedule 13 to the Children Act 1989
With the exception of the regularisation charge, all local authority Building Regulation charges are subject to VAT	

TABLE A

**STANDARD CHARGES FOR NEW BUILD HOUSING (up to 300m² floor area) or
FOR NEW DWELLINGS FORMED BY CONVERSION / CHANGE OF USE**

	Plan Deposit Charge		Inspection Charge		Total Charge	
	Basic charge	Inc VAT	Basic charge	Inc VAT	Basic Charge	Inc VAT
1	£190.00	£228.00	£445.00	£534.00	£635.00	£762.00
2	£240.00	£288.00	£640.00	£768.00	£880.00	£1,056.00
3	£295.00	£354.00	£785.00	£942.00	£1,080.00	£1,296.00
4	£350.00	£420.00	£925.00	£1,110.00	£1,275.00	£1,530.00
5	£400.00	£480.00	£1,070.00	£1,284.00	£1,470.00	£1,764.00

Notes:

- For more than 5 dwellings or if the floor area of the dwelling exceeds 300m² the charge is individually determined.
- All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge will apply.

TABLE B

**STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS,
EXTENSIONS AND ALTERATIONS TO DWELLINGS**

Proposal	Plan Deposit Charge		Inspection Charge		Building Notice Charge	
	Basic Charge	Inc VAT	Basic Charge	Inc VAT	Basic Charge	Inc VAT
CATEGORY 1: Extensions to dwellings						
Extension(s): Internal floor area not exceeding 5m²	£130.00	£156.00	£210.00	£252.00	£340.00	£408.00
Internal floor area over 5m² but not exceeding 40m²	£160.00	£192.00	£265.00	£318.00	£425.00	£510.00
Internal floor area over 40m² but not exceeding 70m²	£160.00	£192.00	£370.00	£444.00	£530.00	£636.00
Internal floor area over 70m² but not exceeding 100m²	£160.00	£192.00	£530.00	£636.00	£690.00	£828.00
CATEGORY 2: Garages and Carports						
<i>Erection or extension of detached or attached building or an extension to a dwelling:</i>						
which consists of a garage, carport, or both, having a floor area not exceeding 60m² in total and is intended to be used in common with an existing building & the conversion of an attached garage into a habitable room	£110.00	£132.00	£210.00	£252.00	£330.00	£396.00
CATEGORY 3: Loft Conversions and Dormers						
<i>Formation of a room in roof space, including means of access thereto. Fees for lofts greater than 40m² are to be based on the cost of work. The fee cannot be less than shown below:</i>						
Erection of room in roof space with a floor area not exceeding 40m ² (without dormer)	£160.00	£192.00	£265.00	£318.00	£425.00	£510.00
Erection of room in roof space with a floor area not exceeding 40m ² (with dormer)	£160.00	£192.00	£320.00	£384.00	£480.00	£576.00

Notes:

All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge will apply.

Multiple Works: The floor area of loft conversions or dormer extensions may not be aggregated to an extension but a 25% discount can be applied.

TABLE C
STANDARD CHARGES FOR ALTERATIONS TO DWELLINGS

Proposal	Plan Deposit Charge		Inspection Charge		Building Notice Charge	
	Basic Charge	Inc VAT	Basic Charge	Inc VAT	Basic Charge	Inc VAT
1. Installation of replacement windows and doors* in a dwelling where the number of windows does not exceed 20	£110.00	£132.00	Inc	Inc	£110.00	£132.00
2. Underpinning with a cost not exceeding £30,000	£265.00	£318.00	Inc	Inc	£265.00	£318.00
3. Controlled Electrical work* to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)	£265.00	£318.00	Inc	Inc	£265.00	£318.00
4. Renovation of a thermal element i.e. work involving recovering of a roof, replacement of a floor or renovation of an external wall to which L1b applies	£110.00	£132.00	Inc	Inc	£110.00	£132.00
5. Formation of a single en-suite bathroom/shower room or cloakroom within an existing dwelling (excluding electrical work)	£210.00	£252.00	Inc	Inc	£210.00	£252.00
6. Removal of wall and insertion of steel beam up to a maximum of 4m	£160.00	£192.00	Inc	Inc	£160.00	£192.00
7. Installation of heating appliance to a single dwelling*	£210.00	£252.00	Inc	Inc	£210.00	£252.00

* Not carried out under a Competent Person Scheme.

All other work within dwellings will be charged as set out in Table D.

TABLE D
STANDARD CHARGES FOR ALL OTHER DOMESTIC WORK NOT IN TABLES A, B & C

Estimated Cost		Plan Deposit Charge		Inspection Charge		Building Notice Charge	
From	To	Basic Charge	Inc VAT	Basic Charge	Inc VAT	Basic Charge	Inc VAT
0	1,000	£110.00	£132.00	Inc	Inc	£110.00	£132.00
1,001	5,000	£110.00	£132.00	£110.00	£132.00	£220.00	£264.00
5,001	10,000	£110.00	£132.00	£160.00	£192.00	£270.00	£324.00
10,001	20,000	£110.00	£132.00	£265.00	£318.00	£375.00	£450.00
20,001	30,000	£160.00	£192.00	£320.00	£384.00	£480.00	£576.00
30,001	40,000	£160.00	£192.00	£425.00	£510.00	£585.00	£702.00
40,001	50,000	£160.00	£192.00	£530.00	£636.00	£690.00	£828.00
50,001	75,000	£210.00	£252.00	£585.00	£702.00	£795.00	£954.00
75,001	100,000	£210.00	£252.00	£690.00	£828.00	£900.00	£1,080.00

Where it is intended to carry out additional work on a dwelling at the same time as undertaking an extension within Table B then the charge for this additional work (as indicated in Table D) shall be discounted by 25%.

Notes:

All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge will apply.

WHERE THE ESTIMATED COST OF WORKS EXCEEDS £100,000 THE CHARGE WILL BE INDIVIDUALLY ASSESSED BY PRESTON CITY COUNCIL
SUBJECT TO A MINIMUM PLAN FEE OF £260.00 + VAT AND INSPECTION FEE OF £690.00 + VAT

TABLE E

OTHER CHARGES NOT ATTACHED TO A BUILDING REGULATIONS APPLICATION

Category of work	Basic Charge	Inc VAT
Copy of Completion Certificate or Decision Notice	£30.00	£36.00
Building Regulation Confirmation letter (e.g., letter of exemption)	£71.55	£85.86
Supply of information relating to Building Regulation applications, charged per hour subject to a minimum charge of £85.86 inc. vat	£71.55	£85.86

HOW TO CONTACT OUR BUILDING CONTROL TEAM

GENERAL BUILDING CONTROL ENQUIRIES:

Our Support Team cover our General Enquiries phone line and mailbox from 8.45am – 5.00pm

Telephone: 01772 906913

Email: buildingcontrol@preston.gov.uk

BUILDING CONTROL SUPPORT TEAM:

Charlotte Burns (Monday - Friday)

Rebecca Stott (Monday, Thursday & Friday)

BUILDING CONTROL SURVEYORS:

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