

Fees and Charges Document



Planning and Building Control



*Effective from
1 April 2022*

Contents	
General Charges	3
Copies of documents / notices	3
Planning	4
Statutory Charges (application fees)	4
Pre-Application Advice Service	10
Specialist Advice Service	11
Historic environment, biodiversity and arboricultural advice	11
Confirmation of designations and restrictions	12
Compliance with planning consents and enforcement	13
Contribution Charges	14
Monitoring charges	15
Building Control	16
Standard charges for the construction of new dwelling(s)	17
Standard charges for domestic extensions / loft conversions / garages	17
Standard charges for domestic alterations to a single building	18
Standard charges for non-domestic work – new build and extensions / alterations	20

General charges

There are standard charges for paper copies of certain types of records and documents. Please note that the charges below include VAT, but do not include postage.

Payment must be received before documents are provided and can be made by credit or debit card over the phone or by cheque.

Copying charges	
A4 black and white	12p per sheet
A4 colour	60p per sheet
A3 black and white	60p per sheet
A3 colour	£1.20p per sheet
A2 Plans	£12 per sheet
A1 Plans	£12 per sheet
A0 Plans	£18 per sheet

Copies of documents	
Decision notice	£12
Appeal decision	
Enforcement notice	
Tree Protection Order	

Planning

Statutory Charges (application fees)

Planning application fees are set nationally and are established in The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 (as amended).

Outline Applications		
Site area	Not more than 2.5 hectares	£462 per 0.1 hectare
	More than 2.5 hectares	£11,432 + £138 per 0.1 hectare up to a maximum of £150,000
Householder Applications		
Alterations/extensions to a single dwellinghouse , including works within boundary	Single dwellinghouse	£206
Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)		
Alterations/extensions to dwellinghouses , including works within boundaries	Single dwellinghouse (or single flat)	£206
	Two or more dwellinghouses (or two or more flats)	£407
New dwellinghouses	Not more than 50 new dwellinghouses	£462 per dwellinghouse
	More than 50 new dwellinghouses	£22,859 + £138 per additional dwellinghouse up to a maximum of £300,000
Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery):		
Gross floor space to be created by the development	No increase in gross floor space or no more than 40m ²	£234
	More than 40m ² but no more than 75m ²	£462
	More than 75m ² but no more than 3,750m ²	£462 for each 75m ² or part thereof
	More than 3,750m ²	£22,859 + £138 for each additional 75m ² in excess of 3,750m ² to a maximum of £300,000
The erection of buildings (on land used for agriculture for agricultural purposes)		
Gross floor space to be created by the development	Not more than 465m ²	£96
	More than 465m ² but not more than 540m ²	£462
	More than 540m ² but not more than 4,215m ²	£462 for first 540m ² + £462 for each 75m ² (or part thereof) in excess of 540m ²
	More than 4,215m ²	£22,859 + £138 for each additional 75m ² in excess of 4,215m ² to a maximum

		of £300,000
Erection of glasshouses (on land used for the purposes of agriculture)		
Gross floor space to be created by the development	Not more than 5 hectares	£462 for each 0.1 hectare (or part thereof)
	More than 5 hectares	£22,859 + additional £138 for each additional 0.1 hectare in excess of 5 hectares to a maximum of £300,000

Applications other than Building Works		
Car parks, service roads or other accesses	For existing uses	£234
Waste (Use of land for disposal of refuse or waste materials or deposits of material remaining after extraction or storage of minerals)		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£34,934 + £128 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000
Operations connected with exploratory drilling for oil or natural gas		
Site area	Not more than 7.5 hectares	£508 for each 0.1 hectare (or part thereof)
	More than 7.5 hectares	£38,070 + £151 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £300,000
Operations (other than exploratory drilling) for the winning and working of oil or natural gas		
Site area	Not more than 15 hectares	£257 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£38,520 + £151 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000
Other operations (winning and working of minerals) excluding oil and natural gas		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£34,934 + additional £138 for each 0.1 in excess of 15 hectare up to a maximum of £78,000
Other operations (not coming within any of the above categories)		
Site area	Any site area	£234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028

Lawful Development Certificate	
Existing use or operation	Same as Full
Existing use or operation – lawful not to comply with any condition or limitation	£234
Proposed use or operation	Half the normal planning fee.

Prior Approval	
Larger Home Extensions (from 19 August 2019)	£96
Agricultural and Forestry buildings & operations	£96
Demolition of buildings	£96
Communications (previously referred to as 'Telecommunications Code Systems Operators')	£462
Change of Use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Laundrettes to Offices (Class B1a)	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School or Registered Nursery	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible use within Shops (Use Class A1), Financial and Professional services (Use Class A2), Restaurants and Cafes (Use Class A3), Business (Use Class B1), Storage or Distribution (Use Class B8), Hotels (Use Class C1), or Assembly or Leisure (Use Class D2)	£96
Change of Use of a building and any land within its curtilage from Offices (Use Class B1a) Use to Dwellinghouses (Use Class C3)	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	£96; or
	£206 if it includes building operations in connection with the change of use
Change of Use of a building from Shops (Use Class A1), Financial and Professional services (Use Class A2), Betting Offices, Pay Day Loan Shops or Laundrette; or a mixed use combining one of these uses and use as a dwellinghouse to Dwellinghouses (Use Class C3)	£96; or
	£206 if it includes building operations in connection with the change of use
Change of use of a building and any land within its curtilage from Light Industrial (Use Class B1c) to Dwellinghouses (Use Class C3)	£96
Change of use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos (Sui Generis Uses) to Dwellinghouses (Use Class C3)	£96; or
	£206 if it includes building operations in connection with the change of use
Change of use of a building from Shops (Use Class A1), Financial and Professional services (Use Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses)	£96; or
	£206 if it includes building operations in connection

to Restaurants and Cafes (Use Class A3)	with the change of use
Change of use of a building from Shops (Use Class A1), Financial and Professional services (Use Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Use Class D2)	£96
Change of use of a building from Shops (Use Class A1), Financial and Professional services (Use Class A2), Takeaways (Use Class A5) Betting Offices, Pay Day Loan Shops or Laundrettes (Sui Generis Uses) to Offices (Use Class B1a)	£96
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£96
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	£96
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96

Reserved Matters

Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then £462 due
---	--

Approval/Variation/discharge of condition

Application for removal or variation of a condition following grant of planning permission	£234
Request for confirmation that one or more planning conditions have been complied with	£34 per request for Householder otherwise £116 per request

Change of Use of a building to use as one more separate dwellinghouses, or other cases

Number of dwellinghouses	Not more than 50 dwellinghouses	£462 for each
	More than 50 dwellinghouses	£22,859 + £138 for each in excess of 50 up to a maximum of £300,000
Other Changes of Use of a building or land		£462

Advertising

Relating to the business on the premises	£132
Advance signs which not situated on or visible from the site, directing the public to a business	£132
Other advertisements	£462

Applications made under Regulations 75 & 77 of the Habitat Regulations

This fee will be applicable to applications made under sections 75 & 77 of the Habitat Regulations.	£30
---	-----

Applications for Permission in Principle	
Site area	£402 for each 0.1 hectare (or part thereof)

Site area	£402 for each 0.1 hectare (or part thereof)
-----------	---

Applications made to the Lead Local Flood Authority	
This fee will be applicable to applications made for ordinary watercourse consent	£50

This fee will be applicable to applications made for ordinary watercourse consent	£50
---	-----

Applications for Permission in Principle	
Site area	£402 for each 0.1 hectare (or part thereof)

Site area	£402 for each 0.1 hectare (or part thereof)
-----------	---

Administration charges for planning applications that are returned invalid		
Applicable for invalid applications. This will be taken if refunds are provided for applications which are returned unvalidated.	Major applications	£200
	Minor planning applications	£120
	All other planning applications	£60

Applicable for invalid applications. This will be taken if refunds are provided for applications which are returned unvalidated.	Major applications	£200
	Minor planning applications	£120
	All other planning applications	£60

Concessions	
Please note: Not all concessions are valid for all application types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.	
Exemptions from payment	
An application solely for the alteration or extension of an existing dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing:	
<ul style="list-style-type: none"> Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or Facilities designed to secure that person's greater safety, health or comfort. 	
An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted.	
Listed Building Consent	
Planning permission for relevant demolition in a Conservation Area	
Works to Trees covered by a Tree Preservation Order or in a Conservation Area	
Hedgerow Removal	
If the application is the first revision of an application for development of the same character or description on the same site by the same applicant:	
<ul style="list-style-type: none"> For a withdrawn application: Within 12 months of the date the application was received For a determined application: Within 12 months of the date the application was granted, refused or an appeal dismissed 	

Please note: Not all concessions are valid for all application types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.

Exemptions from payment

An application solely for the alteration or extension of an existing dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing:

- Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or
- Facilities designed to secure that person's greater safety, health or comfort.

An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted.

Listed Building Consent

Planning permission for relevant demolition in a Conservation Area

Works to Trees covered by a Tree Preservation Order or in a Conservation Area
Hedgerow Removal

If the application is the first revision of an application for development of the same character or description on the same site by the same applicant:

- For a withdrawn application: Within 12 months of the date the application was received
- For a determined application: Within 12 months of the date the application was granted, refused or an appeal dismissed

<ul style="list-style-type: none"> For an application where an appeal was made on the grounds of non-determination: Within 12 months of the period when the giving of notice of a decision on the valid application expired
If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation
If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person
If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question
If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)
If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area
If the application is for a Certificate of Lawfulness of Proposed Works to a listed building
If an application for planning permission (for which a fee is payable) being made by the same applicant on the same date for the same site, buildings or land as the prior approval application (for larger home extensions or change of uses)
Reductions in payments
If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £462
If the application is being made on behalf of a parish or community council then the fee is 50%
If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of lesser cost then the fee is 50%
In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval for all the reserved matters. If this amount has already been paid then the fee is £462
If the application is for a Lawful Development Certificate for a Proposed use or development then the fee is 50%
If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others

Fees for cross boundary applications

Where an application crosses one or more local or district planning authorities, the Planning Portal fee calculator will only calculate a cross boundary application fee as 150% of the fee that would have been payable if there had only been one application to a single authority covering the entire site.

If the fee for this divided site is smaller when the sum of the fees payable for each part of the site are calculated separately, you will need to contact the lead local authority to discuss the fee for this divided site.

The fee should go to the authority that contains the larger part of the application site.

Pre-Application Advice Service

The LPA offers a discretionary pre-application advice service, and further information can be found at

<https://www.iow.gov.uk/Residents/Environment-Planning-and-Waste/Planning/Planning-Pre-application-Advice/Pre-Application-Advice-Service>

		House holder	Minor	Major	Large Major
Bronze	Written desk-based response	£55	£166	£553	£775
Silver	Meeting at the Council offices, followed by a written response	£111	£221	£664	£885
Gold	On-site meeting following by a written response	£166	£277	£719	£940
Platinum	Planning Performance Agreement	£221	£443	£885	£1,106

The Council would prefer pre-application advice requests to be made online. **Please note** payments by cheque or by credit or debit card over the telephone cannot be accepted using the online forms.

Specialist Advice Service

The LPA will charge the following fees to undertake the discretionary services set out below. Please note that the LPA's ability to provide these services is discretionary and may, due to resources, be withdrawn at any time.

Payment can be made by credit or debit card over the phone or by cheque.

Historic environment, biodiversity and arboricultural advice

Historic building advice		
A specialist Planning Officer (Conservation) will carry out a one-hour site visit and provide written advice relating to works to listed buildings or heritage assets.	£158	Householder
	£211	Non-householder
Historic environment advice		
A specialist Planning Officer (Conservation) will provide advice in relation to development proposals that may impact on designated and non-designated heritage assets.	£105 for the first hour & £63 p/h thereafter	Visual impact of the proposal with site visit (likely 2 hours)
		Site meeting and developer requested review meeting (likely 2 hours)
		Advice on description of the significance of the heritage asset(s) affected by the proposal (likely 1-2 hours)
		Advice on assessment of Historic significance (likely 2-4 hours)
		Advice on assessment of Cultural significance (likely 1-4 hours)
		Advice on assessment of Aesthetic/Architectural significance (likely 2-5 hours)
		Advice on scope of previous surveys (likely 1-4 hours) Post application stage
Biodiversity advice		
A specialist Planning Ecologist will provide advice on general site assessment of ecological issues.	£42	Householder and non-major
	£169	Major
A specialist Planning Ecologist will agree planning submission – ecological surveys, Ecological Impact Assessment, Habitat Regulations	£42	Householder and non-major
	£169	Major

Arboricultural advice		
Advice on general tree issues, public amenity provision and (where applicable) existing Tree Preservation Orders	£105 for the first hour & £63 p/h thereafter	Householder
		Non-major (likely 1-2 hours)
		Major (likely 1-3 hours)
Advice on design options and impacts, with suggestions for revised design / layout where appropriate	£105 for the first hour & £63 p/h thereafter	Householder
		Non-major (likely 1-2 hours)
		Major (likely 1-3 hours)
Advice on appropriate locations, species and sizes of trees for planting to enhance existing sites or to mitigate or compensate for tree losses	£105 for the first hour & £63 p/h thereafter	Householder
		Non-major (likely 1-2 hours)
		Major (likely 1-3 hours)

Confirmation of designations and restrictions

Confirmation of use class	
The Planning Authority will confirm the permitted use of land or a property, based on the planning history of the site.	£53

Clarification of permitted development rights		
The Planning Authority will confirm whether permitted development rights have been removed or not and any occupancy/ use restrictions, based on planning records.	£79	Householder and non-major
	£132	Major

Confirmation of designations*	
The Planning Authority will confirm whether a site is subject to designations such as AONB, Conservation Areas, TPOs etc.	£32

Confirmation of ecological designations*	
The Planning Authority will confirm whether a site is within or near to an area designated for ecology reasons, such as SSSIs, SPAs, SACs, SINCs etc.	£53

*Please note that this can be established without our input via our online maps.

Compliance with planning consents and enforcement

The LPA will charge the following fees to undertake the discretionary services set out below.

Confirmation of closure of an enforcement case		
If the Planning Authority has previously investigated a breach of planning control in relation to land or buildings and you were not the owner/ occupier at the time of closure, then you can use this service if you require a letter of comfort confirming the Council's decision to close a case. An Enforcement Officer will visit a site and check our records.	£63	
Confirmation that an Enforcement Notice has been complied with		
The Planning Authority will confirm whether an Enforcement Notice has been complied with or not, in writing. This will include a site visit and a full check of the case	£105	With no meeting
	£158	With a 1-hour meeting
Requests to withdraw Enforcement Notice		
The Planning Authority will formally withdraw an Enforcement Notice from the Land Charges Register and record this within the case files. Please note, that the Authority will not always be able to remove Enforcement Notices relating to certain uses that may be repeated.	£316	With no meeting
	£369	With a 1-hour meeting
Confirmation that a planning condition has been complied with (non-major development)		
A Planning Officer will visit a site and confirm that conditions have been complied with, including the dimensions of approved buildings or extensions. Please note that this does not apply to major developments or minerals sites.	£158	First condition
	£21	Each condition thereafter
Confirmation that a planning condition has been complied with (major development)		
A Senior or Principal Planning Officer will visit a site and confirm that conditions have been complied with. Due to resources we cannot currently confirm dimensions of buildings or the detailed layout of a major development. This does not apply to minerals sites	£263	First condition
	£32	Each condition thereafter
Confirmation that a listed building consent has been complied with		
A Planning Officer specialising in conservation will visit a site and confirm that conditions have been complied with, including the dimensions of approved buildings and extensions.	£211	First condition
	£26	Each condition thereafter

Confirmation that a planning obligation has been complied with		
A Senior or Principal Planning Officer will assess our records and confirm that the clauses within an obligation have been complied with. If a site visit is required, then a further fee will be required.	£158	Desk based
	£263	Site visit

Contributions Charges

Bird Aware Solent contribution

The Bird Aware Solent Strategy uses a sliding scale to calculate the contribution for new residential development built within 5.6km of the coastline. The contribution is calculated on the number of bedrooms per individual dwelling.

The level of developer contribution to the Bird Aware Partnership is reviewed each February in line with the Retail Price Index (RPI) and rounded up to the nearest pound. The current fees are:

- 1-bedroom property £390
- 2-bedroom property £563
- 3-bedroom property £735
- 4-bedroom property £864
- 5-bedroom property £1014
- Flat Rate £652

For more information, please see [Developer contributions - Bird Aware Solent](#)

Affordable housing contribution

The contribution is calculated on a case-specific basis using the following formula

Property Value	-	Threshold	=	Remaining value
(a)	-	(b) £100,000	=	(c)
Remaining value	x	Tariff	=	Affordable Housing Contribution Sum
(c)	x	3%	=	(d)

Exceptions where the requirement for financial contributions would not apply are as follows:

- 1) Where the Property Value at first sale or occupation does not exceed £100,000
- 2) Where the development would not result in a net increase of new dwellings
- 3) Where the development would result in a dwelling/ dwellings restricted by condition or other obligation restricting occupation – this includes holiday use, agricultural ties, age restrictions etc.
- 4) Where the development would result in a dwelling/ dwellings provided as Affordable Housing in accordance with the definitions identified within the SPD, and where such provision is secured by planning obligation.

Further information can be found in a dedicated Supplementary Planning Document at <https://www.iow.gov.uk/Residents/Environment-Planning-and-Waste/Planning-Policy-new/Supplementary-Planning-Documents/Contributions-Related-SPDs>

Children's Services Facilities contribution

The contribution is calculated on a case-specific basis and is triggered if the proposed development is proposed for ten or more dwellings with more than one bedroom that are not specifically accommodation for older people.

Further information can be found in a dedicated Supplementary Planning Document at <https://www.iow.gov.uk/Residents/Environment-Planning-and-Waste/Planning-Policy-new/Supplementary-Planning-Documents/Contributions-Related-SPDs>

Monitoring Charges

The LPA will charge a monitoring fee through section 106 planning obligations, to cover the cost of monitoring and reporting on delivery of that section 106 obligation. The monitoring fee will cover the lifetime of the obligation and relates to the monitoring, reporting and delivery of planning obligation. This charge is separate to any charge associated with the preparation of the obligation agreement.

Monitoring of a planning obligation	
Fee per head of term	£580

Building Control

These charges have been made under the Building (Local Authority Charges) Regulations 2010 and are required to cover the cost of providing the service. There are two methods of establishing the charge for building works:

- a. Standard charges (a set cost)
- b. Individually determined charges (quotation by Building Control Department)

There are standard charges for a range of different works, and these are set out in the following tables. If the work you are carrying out is not listed as a standard charge, the charge will be individually determined. This method of determining the charge mainly relates to larger schemes.

A request for a quotation will be dealt with within 5 working days and will be valid for 6 months.

In the case of a Full Plans application, the Plan Charge is payable on submission and the Applicant will be invoiced for the Inspection Charge upon commencement of works.

In the case of a Building Notice application, the total charge is payable when the application is deposited and is equivalent to the Full Plans Plan Charge plus the Inspection Charge.

Full Plans applications are required for all non-domestic work. The Plan Charge is payable on submission and the Applicant will be invoiced for the Inspection Charge upon commencement of works.

These charges have been set by the Authority on the basis that:

- a. The building work does not consist of, or include, innovative or high-risk construction techniques
- b. The duration of the building work from commencement to completion does not exceed 24 months
- c. The design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work.

If the project does not comply with all of the above conditions, supplementary charges may be payable.

The charge for Regularisation applications will be 150% of the equivalent net total charge.

How to pay

Payment can be made by credit / debit card by calling (01983 823580) or by BACS. Cheques should be made payable to 'Isle of Wight Council'.

When making a payment via BACS please specify your application number / online submission reference, if known, in the payment reference field. Alternatively, please use your company name, application site address or your surname.

Once the payment has been made, please advise us by email of the amount paid, the date of the payment and the reference you have used. This will ensure your payment can be tracked and validated more efficiently to avoid any unnecessary delays.

Isle of Wight Council BACS details:

Bank Name: Lloyds Bank Plc
Branch: City Office, Gillingham
Sort Code: 30-80-12
Account: 14867260

Standard charges for the construction of new dwelling(s)

No. of Dwellings	FULL PLANS				BUILDING NOTICE	
	Plan Charge		Inspection Charge		(Equivalent to Full Plans Plan + Inspection Charges)	
	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)
1	Charges for all new dwellings will be individually determined – please contact Building Control					

Standard charges for domestic extensions / loft conversions / garages

If the work you are carrying out is not listed as a standard charge, the charge will be individually determined. This method of determining the charge mainly relates to larger schemes.

In the case of a Full Plans application, the Plan Charge is payable on submission and the Applicant will be invoiced for the Inspection Charge upon commencement of works. In the case of a Building Notice application, the total charge is payable when the application is deposited and is equivalent to the Full Plans Plan Charge plus the Inspection Charge.

Works necessary to improve facilities for a disabled person may be exempt from these charges, please contact us for further information.

If you are carrying out works which fall within more than one category or intend to build more than one extension the charge will need to be individually determined. Please contact us for further information and a quotation.

Single storey extensions							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
1	Single storey extension <10m ²	264.00	220.00	324.00	270.00	588.00	490.00
2	Single storey extension 10m ² -40m ²	264.00	220.00	492.00	410.00	756.00	630.00
3	Single storey extension 40m ² -100m ²	336.00	280.00	690.00	575.00	1062.00	885.00

Two storey extensions							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
4	Two storey extension <40m ²	264.00	220.00	534.00	445.00	798.00	665.00
5	Two storey extension 40m ² -200m ²	366.00	305.00	750.00	625.00	1158.00	965.00

Loft conversions							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
6	Loft conversion excluding dormer(s)	324.00	270.00	390.00	325.00	714.00	595.00
7	Loft conversion including dormer(s)	324.00	270.00	474.00	395.00	798.00	665.00

Garages							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
8	Erection/ extension of an attached or detached single storey garage <100m ²	228.00	190.00	276.00	230.00	504.00	420.00
9	Conversion of integral garage to room	210.00	175.00	252.00	210.00	462.00	385.00

Standard charges for domestic alterations to a single building

If the work you are carrying out is not listed as a standard charge, the charge will be individually determined. This method of determining the charge mainly relates to larger schemes.

In the case of a Full Plans application, the Plan Charge is payable on submission and the Applicant will be invoiced for the Inspection Charge upon commencement of works. In the case of a Building Notice application, the total charge is payable when the application is deposited and is equivalent to the Full Plans Plan Charge plus the Inspection Charge.

Works necessary to improve facilities for a disabled person may be exempt from these charges, please contact us for further information.

If you are carrying out multiple extensions and / or alterations the standard charge may be reduced. Please contact us for further information.

The creation of a new opening for a window / door will be charged on the basis of an alteration.

Alterations & Change of Use							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
1	<£2,000	234.00	195.00	0.00	0.00	234.00	195.00
2	£2,001 - £5,000	336.00	280.00	0.00	0.00	336.00	280.00
3	£5,001 - £15,000	228.00	190.00	276.00	230.00	504.00	420.00
4	£15,001 - £25,000	264.00	220.00	324.00	270.00	588.00	490.00
5	£25,001 - £50,000	342.00	285.00	414.00	345.00	756.00	630.00
6	£50,001 - £75,000	456.00	380.00	552.00	460.00	1008.00	840.00
7	Change of use*	210.00	175.00	0.00	0.00	210.00	175.00

*An additional charge is also payable for any building works to be undertaken

Underpinning & Renovation of Thermal Element							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
13	Underpinning <£25,000	246.00	205.00	300.00	250.00	546.00	455.00
14	Renovation of thermal element <£25,000	252.00	210.00	0.00	0.00	252.00	210.00

Alterations & Change of Use							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
8	Replacement windows/ doors per installation (1-8 units)	150.00	125.00	0.00	0.00	150.00	125.00
9	Replacement windows/ doors per installation (9 - <20 units)	210.00	175.00	0.00	0.00	210.00	175.00
10	Electrical work – Part P certificated	0.00	0.00	0.00	0.00	0.00	0.00
11	Electrical work – BS7671 certificated, but non-Part P	168.00	140.00	0.00	0.00	168.00	140.00
12	Electrical work – non-certificated	378.00	315.00	0.00	0.00	378.00	315.00

Standard charges for non-domestic work – new build and extensions / alterations

If the work you are carrying out is not listed as a standard charge, the charge will be individually determined. This method of determining the charge mainly relates to larger schemes.

Full Plans applications are required for all non-domestic work. The Plan Charge is payable on submission and the Applicant will be invoiced for the Inspection Charge upon commencement of works.

Works necessary to improve facilities for a disabled person may be exempt from these charges, please contact us for further information. The creation of a new opening for a window / door will be charged on the basis of an alteration.

Building Usage – other residential							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
1	Floor area <10m ²	324.00	270.00	390.00	325.00	N/A	N/A
2	Floor area 10-40m ²	528.00	440.00	648.00	540.00	N/A	N/A
3	Floor area 41-100m ²	756.00	630.00	924.00	770.00	N/A	N/A

Building Usage – assembly & recreation							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
1	Floor area <10m ²	324.00	270.00	390.00	325.00	N/A	N/A
2	Floor area 10-40m ²	492.00	410.00	600.00	500.00	N/A	N/A
3	Floor area 41-100m ²	720.00	600.00	876.00	730.00	N/A	N/A

Building Usage – industrial & storage							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
1	Floor area <10m ²	264.00	220.00	324.00	270.00	N/A	N/A
2	Floor area 10-40m ²	324.00	270.00	390.00	325.00	N/A	N/A
3	Floor area	474.00	395.00	576.00	480.00	N/A	N/A

	41-100m ²						
--	----------------------	--	--	--	--	--	--

Building Usage – all other class uses							
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge		Building Notice Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
1	Floor area <10m ²	300.00	250.00	372.00	310.00	N/A	N/A
2	Floor area 10-40m ²	414.00	345.00	510.00	425.00	N/A	N/A
3	Floor area 41-100m ²	642.00	535.00	786.00	655.00	N/A	N/A

Alterations					
Category	Description	Full Plans – Plan Charge		Full Plans – Inspection Charge	
		Total charge (inc VAT)	Net charge (excl VAT)	Total charge (inc VAT)	Net charge (excl VAT)
4	Replacement windows/ doors per installation (1-8 windows)	168.00	140.00	0.00	0.00
5	Replacement windows/ doors per installation (9-20 windows)	210.00	175.00	0.00	0.00
6	Underpinning <£50,000	342.00	285.00	414.00	345.00
7	Renovation of thermal element <£50,000	378.00	315.00	0.00	0.00
8	Alterations not described elsewhere <£5,000	378.00	315.00	0.00	0.00
9	Alterations not described elsewhere £5,001 - £15,000	264.00	220.00	324.00	270.00
10	Alterations not described elsewhere £15,001 - £25,000	360.00	300.00	438.00	365.00
11	Alterations not described elsewhere £25,001 - £50,000	510.00	425.00	624.00	520.00
12	Alterations not described elsewhere £50,001 - £75,000	570.00	475.00	696.00	580.00
13	Mezzanine floor (<500m ² storage)	300.00	250.00	372.00	310.00
14	Office or shop fit-out (floor area <500m ² , excludes shopping centre)	264.00	220.00	324.00	270.00
15	Change of use*	210.00	175.00	0.00	0.00

*An additional charge is also payable for any building works to be undertaken