BUILDING CONTROL

Standard Building Control Charges from 1 April 2026

These tables and guidance notes are based on the Sevenoaks District Council's Building Control Charges scheme. The charges scheme is made under the Building (Local Authority Charges) Regulations 2010. The charges have been established to cover the cost of building control fee earning work in respect of commonly occurring building projects. The full scheme of charges can be viewed at Sevenoaks District Council offices by appointment only.

Charges are payable for:

Before you build, extend, convert or make alterations to a property, you will probably need to submit a Building Regulation application to Sevenoaks Building Control. This will take the form of either a Full Plans application or a Building Notice submission. There is a charge payable for both methods as set out below. If the basis on which the charge has been determined significantly changes, Building Control may either provide a refund or request a supplementary charge in writing setting out the basis and detailing the method of calculation.

Full Plans

If you submit a Full Plans application, the Plan Charge must accompany the plans to cover an assessment of the works and the passing or rejection of the plans. The Inspection Charge becomes due after our Building Surveyors first inspection of the works on site. An invoice will be sent to the applicant for the relevant amount, and this covers all necessary site inspections by Building Control Surveyors including issuing a completion certificate.

Building Notice

Where a Building Notice is submitted, the Building Notice Charge is payable at the time of submitting the Notice. The fee covers all the Building Control Surveyors' visits to the site once notified of commencement and the issuing of a completion certificate. Site visits are to ensure that the work conforms to Building Regulations. Supplementary information, i.e. floor plans, structural & thermal calculations, may be requested as necessary to confirm compliance with the Building Regulations 2010.

Regularisation

If you have conducted building work without submitting a Full Plans application or a Building Notice, it is a criminal offence. However, you can apply for a Regularisation Certificate if the works were commenced on or after 11th November 1985. There is a fee to pay to cover the cost of assessing your application and all inspections, but no VAT is payable on this type of application.

Individually Determined Charges

You can request a bespoke fee quote where:

- All or part of the project falls outside of the standard Charges in Tables A, B & C
- The categories do not reflect a reasonable charge

You can obtain an Individually Determined Charge by sending plans of your proposals by email to: building.control@sevenoaks.gov.uk or by call us on 01732 227376.

Building Notices and the Fire Safety Order

A Building Notice cannot be used for a 'designated building' which is a building subject to the Regulatory Reform (Fire Safety) Order 2005, i.e. non-domestic properties, common areas of flats and homes in multiple occupation, etc.

Exemption from Charges

a) *Existing Dwelling* - where the whole of the work is solely for the purpose of providing access for a disabled person to, from and within their residence, or for the purpose of providing facilities or accommodation, designed to secure the greater health, safety, welfare or convenience of the disabled person (subject to Regulation 4(2)) no charge shall be payable. Note: evidence of the person's disability or special needs may be required, i.e. a letter from a medical practitioner or an occupational therapist.

b) *Existing Building* - to which members of the public are admitted (e.g. public buildings, shops, banks, etc) where the whole of the work is solely for the purpose of providing access for disabled persons to, from and within the building, or for the provision of facilities designed to secure the greater health, safety, welfare or convenience of disabled persons no charge shall be payable.

Service level

The inspection fee will cover all site inspections carried out during the construction phase including discussions and meetings with the builder, architect &/or the owner if required. Our surveyors provide a next day inspection service and because we are local, we will do our utmost to accommodate any reasonable requests for inspections at short notice in the event of problems on site. We offer a prompt, proactive, commercially aware service and we understand the pressure involved in delivering construction projects on time including the programming issues of major builds. The stages the Surveyor will look at include:

- Foundations
- Damp proofing
- Drainage
- Beams, floor and roof structures
- Thermal insulation
- Completion

VAT

VAT is charged at 20%

Payments

Payment can be made on our website www.sevenoaks.gov.uk/pay. Debit and credit card payments are accepted by telephone on 01732 227376. Cheques should be made payable to Sevenoaks District Council.

Online Applications

Online applications can be made at www.sevenoaks.gov.uk/buildingcontrol. All documents can be uploaded and submitted online. There is a charge of £50 for using this service, however, this amount will be deducted from your application fees.

Further guidance and contact details

Further guidance, application forms, and advice can be obtained from:
Sevenoaks Building Control
Sevenoaks District Council
Council Offices
Argyle Road
Sevenoaks
TN13 1HG

Email: building.control@sevenoaks.gov.uk
Telephone: 01732 227376
Website: www.sevenoaks.gov.uk/buildingcontrol

Table 0 – Additional Charges

Activity	Charge
Where domestic alterations are to be carried out at the same time as work described in code D01 to D07 or in code D20, a bespoke quote should be requested	Please contact the Building Control team for a bespoke quote
Where one or more extensions, and a loft conversion or a garage conversion is proposed, and the work is carried out at the same time the sum of the fees can be reduced by 25%	Fee determined on submission of application
If work is commenced before an application is made, an additional charge of 10% of the relevant fee may be added	Fee determined on submission of application
Copy of Notices and Certificates if they are already available on the Council's website	£73
Copies of Drawings and Documents where permitted	£35 per document plus postage or £14 where e-mailed
Per hour charge may be made for advice given, after the first hour	£95
Where an application is commenced and inspections carried out but no inspection has taken place for 2 years, an additional charge will be payable	The charge will be dependent on the stage of the work at the last inspection and the complexity of the work. The charge will be discussed with the client before an invoice is sent out
Request to make an amendment to the Full Plans application or Building Notice description of works for a valid application	£73
Request to make amendments to the details of the Full Plans application or the Building Notice, requiring changes to, and re-issuing of, invoices due to changes in proposed work	Minimum charge of £73 dependent on the complexity of the changes requested
Research and providing copies of previously submitted information that is not in digital format. Copies only available where copyright and professional privacy do not apply	First hour free after that a charge of £73 per hour or part thereof will be payable
The issue of Certificates of Satisfactory Completion when the Registered Building Inspector considers that, as far as it has been reasonable to determine, the work is in compliance with the Building Regulations	Included with application fees

Standard Charges

Table A – New dwellings

Limited to dwelling units less than 300m^2 floor area

Code	Bungalows or Houses less than 3 storeys		Plan Charge (Full plans)	Inspection Charge (full plans)*	Building Notice Charge*	Regularisation Charge*
H01	New Build and conversions: 1 Unit	Net VAT **Total**	£350 £70 **£420**	£675 £135 **£810**	£1,225 £245 **£1,470**	NO VAT **£1,537.50**
H02	New Build and Conversions: 2 Units	Net VAT **Total**	**£500** £100 **£600**	£1,055 £211 **£1,266**	£1,755 £351 **£2,106**	NO VAT **£2,332.50**
H03	New Build and Conversions: 3 Units	Net VAT **Total**	£650 £130 **£780**	£1,345 £269 **£1,614**	£2,195 £439 **£2,634**	NO VAT **£2,992.50**
H04	New Build and Conversions: 4 Units or more	Please contact the Building Control team for a bespoke quote				
H05	New Build and Conversions: Bungalows or houses more than three storeys and/or greater than 300m2 floor area	Please contact the Building Control team for a bespoke quote				

Code	Flats less than 300m^2		Plan Charge (Full plans)	Inspection Charge (full plans)*	Building Notice Charge*	Regularisation Charge*
F01	New Build and Conversions: 1 Flat	Net VAT **Total**	£250 £50 **£300**	£430 £86 **£516**	£880 £176 **£1,056**	NO VAT **£1,220**
F02	New Build and Conversions: 2 Flats	Net VAT **Total**	£350 £70 **£420**	£490 £98 **£588**	£1,040 £208 **£1,248**	NO VAT **£1,460**
F03	New Build and Conversions: 3 Flats	Net VAT **Total**	£450 £90 **£540**	£675 £135 **£810**	£1,325 £265 **£1,590**	NO VAT **£1,887.50**
F04	New Build and Conversions: 4 Flats or more	Please contact the Building Control team for a bespoke quote				
F05	New Build and Conversions: Flats greater than 300m2 floor area	Please contact the Building Control team for a bespoke quote				

Standard Charges

Table B – Extensions to a single dwelling

Limited to work not more than 3 storeys above ground level

Code	Extensions & Conversions		Plan Charge (Full plans)	Inspection Charge (full plans)*	Building Notice Charge*	Regularisation Charge*
D02	Extensions to a single dwelling – Limited to work not more 3 storeys above ground level. Single storey extension with a floor area less than 40m²	Net VAT **Total**	£300 £60 **£360**	£550 £110 **£660**	£850 £170 **£1,020**	NO VAT **£1,275**
D03	Extensions to a single dwelling – Limited to work not more 3 storeys above ground level. Single storey extension with a floor area between than 40m² & 100m²	Net VAT **Total**	£350 £70 **£420**	£670 £134 **£804**	£1,020 £204 **£1,224**	NO VAT **£1,530**
D04	Extensions to a single dwelling - Multistorey extension (i.e. some part 2 or 3 storeys in height) & floor area not exceeding 40m²	Net VAT **Total**	£350 £70 **£420**	£670 £134 **£804**	£1,020 £204 **£1,224**	NO VAT **£1,530**
D05	Extensions to a single dwelling - Multistorey extension (i.e. some part 2 or 3 storeys in height) & floor area between 40² & 100²	Net VAT Total	£350 £70 **£420**	£755 £151 **£906**	£1,105 £221 **£1,326**	NO VAT **£1,657.50**
D20	Extension to a single dwelling Multistorey extension (i.e. some part 2 or 3 storeys in height) floor area 100m² & 150m²	Net VAT Total	£400 £80 **£480**	£965 £193 **£1,158**	£1,365 £273 **£1,638**	NO VAT **£2,047.50**
D06	Extension comprising SOLELY a garage, carport or store with a floor area less than 60m²	Net VAT **Total**	£200 £40 **£240**	£395 £79 **£474**	£595 £119 **£714**	NO VAT **£892.50**
D07	Works to a single dwelling - Detached non-habitable domestic building with a floor area less than 60m²	Net VAT **Total**	£200 £40 **£240**	£395 £79 **£474**	£595 £119 **£714**	NO VAT **£892.50**
D07A	Detached habitable domestic building with a floor area less than 60m²	Net VAT Total	£300 £60 **£360**	£585 £117 **£702**	£885 £177 **£1,062**	NO VAT **£1,327.50**

Code	Conversions		Plan Charge (Full plans)	Inspection Charge (full plans)*	Building Notice Charge*	Regularisation Charge*
D08	Conversion to a single dwelling - Loft conversion with a floor area less than 40m²	Net VAT **Total**	£350 £70 **£420**	£670 £134 **£804**	£1,020 £204 **£1,224**	NO VAT **£1,530**
D09	Conversion to a single dwelling - Loft conversion with a floor area between 40m² & 100²	Net VAT **Total**	£400 £80 **£480**	£715 £143 **£858**	£1,115 £223 **£1,338**	NO VAT **£1,672.50**
D10	Conversion to a single dwelling - Conversion of a garage to a habitable room	Net VAT **Total**	£175 £35 **£210**	£310 £62 **£372**	£485 £97 **£582**	NO VAT **£727.50**

Standard Charges

Table C – Alterations to a single dwelling and all other non-domestic work

Limited to work not more than 3 storeys above ground level

Code	Alterations		Plan Charge (Full plans)	Inspection Charge (full plans)*	Building Notice Charge*	Regularisation Charge*
D11	Alterations to a single dwelling and all other non – domestic work - Renovation of a thermal element i.e. recovering a roof or recladding walls where the work is not more than 3 storey above ground level	Net VAT **Total**	£255 £51 **£306**	NOT APPLICABLE	£255 £51 **£306**	NO VAT **£382.50**
D12	Alterations to a single dwelling and all other non – domestic work - Replacement of windows, roof windows, or external glazed doors where the work is not more than 3 storey above ground level	Net VAT **Total**	£255 £51 **£306**	NOT APPLICABLE	£255 £51 **£306**	NO VAT **£382.50**
	Where work is to a dwelling or a building to which members of the public are admitted, and the work is solely for the benefit of disabled persons. Further details available.	Non-chargeable				
	All building work to non-domestic buildings	Please contact the Building Control team for a bespoke quote				
	All building work in residential buildings that is not listed above	Please contact the Building Control team for a bespoke quote				

Multiple Work Reductions:

a) Where extensions and a loft or garage conversion are carried out at the same time, combine the individual fees and apply a 25% reduction

b) Where domestic alterations up to £15,000 are undertaken concurrently with works under Codes D01–D07 or D20, the Table C charge may be reduced by 25%.

If Standard Charges do not apply, contact building.control@sevenoaks.gov.uk or call 01732 227376.

Competent Persons Schemes (in addition to the above, where applicable)

Code	Alterations		Plan Charge (Full plans)	Inspection Charge (full plans)*	Building Notice Charge*	Regularisation Charge*
D19	Where a satisfactory competent Persons certificate will not be Issued, e.g. Part P, GASAFE, HETAS, OFTEC.	Net VAT **Total**	NOT APPLICABLE	NOT APPLICABLE	NO VAT **£375**	NO VAT **£528**

Competent Persons Schemes:

If a certified installer is not used or Competent Persons certification is not provided, the Table C charge (Code D19) will apply per unit. This covers inspections and testing by our nominated contractor to confirm compliance with the Building Regulations 2010.