



Shetland Islands Council
Building Standards

BUILDING WARRANT FEE STRUCTURE
Building (Fees) (Scotland) Regulations 2004
(with effect from 1st May 2005)

A Building Warrant fee must be paid when the application is submitted. No application will be processed until such time as the correct fees have been paid, in accordance with the Building Warrant Fee Structure. The fee is based on the 'value of the works' and normal market costs must be used.

Where work has not already started

F1	Application for warrant (including issue of warrant) for the construction (erect, extend, alter) of a building or the provision of services, fittings or equipment in connection with a building (whether or not combined with an application for conversion or an application for demolition)		
Value of Works £	Warrant Fee £	Value of Works £	Warrant Fee £
0-5,000	100	140,001-160,000	1180
5,001-5,500	115	160,001-180,000	1280
5,501-6,000	130	180,001-200,000	1380
6,001-6,500	145	200,001-220,000	1480
6,501-7,000	160	220,001-240,000	1580
7,001-7,500	175	240,001-260,000	1680
7,501-8,000	190	260,001-280,000	1780
8,001-8,500	205	280,001-300,000	1880
8,501-9,000	220	300,001-320,000	1980
9,001-9,500	235	320,001-340,000	2080
9,501-10,000	250	340,001-360,000	2180
10,001-11,000	265	360,001-380,000	2280
11,001-12,000	280	380,001-400,000	2380
12,001-13,000	295	400,001-420,000	2480
13,001-14,000	310	420,001-440,000	2580
14,001-15,000	325	440,001-460,000	2680
15,001-16,000	340	460,001-480,000	2780
16,001-17,000	355	480,001-500,000	2880
17,001-18,000	370	500,001-550,000	3055
18,001-19,000	385	550,001-600,000	3230
19,001-20,000	400	600,001-650,000	3405
20,001-30,000	460	650,001-700,000	3580
30,001-40,000	520	700,001-750,000	3755
40,001-50,000	580	750,001-800,000	3930
50,001-60,000	640	800,001-850,000	4105
60,001-70,000	700	850,001-900,000	4280
70,001-80,000	760	900,001-950,000	4455
80,001-90,000	820	950,001-1,000,000	4630
90,001-100,000	880	And for every 100,000 or part thereof over 1 million	Add 250.00
100,001-120,000	980		
120,001-140,000	1080		

F2	Application for warrant for conversion only that is <u>without</u> any building work (see <i>Application Annex 1</i>) –	£100
F3	Application for warrant for demolition only , ie where there are no immediate plans for rebuilding –	£100
F4	Application for amendment of warrant –	
	1) where the new total estimated value is less than the original, or is an increase of not more than £5,000 –	£50
	2) where the new total estimated value increases by more than £5,000 -	Fee is the amount in F1 for the additional estimated value of work
F5	Application for an amendment to warrant for demolition only or conversion only (ie amendment to F2 and F3) –	£50
F6	Application to extend the period of validity of a warrant –	£50
After work has already started* (see note below)		
F7	Late Application for a Building Warrant (after work has already started) for –	
	1) a warrant (including issue of the warrant) for the construction (erect, extend, alter) of a building or the provision of services, fittings and equipment in connection with the erection of a building (whether or not combined with an application for demolition) –	125% of the fee calculated in accordance with F1
	2) a warrant for demolition only , ie where there are no immediate plans for rebuilding –	£125
F8	Late Submission of a Completion Certificate (where no building warrant granted and the works are complete) for –	
	1) the construction (erect, extend or alter) of a building or the provision of services, fittings or equipment (whether or not combined with an application for conversion or for demolition) –	125% of the fee calculated in accordance with F1
	2) application for demolition only , ie where there are no immediate plans for rebuilding –	£125
	3) application for warrant for conversion only that is <u>without</u> any building work (see <i>Application Annex 1</i>) –	£125
<p>* Note: Although it is possible to submit a late application for building warrant or a late submission of completion certificate, it is still an offence to carry out work without a warrant (where the work requires a warrant). The Council will inspect the work and disruptive surveys may be required to establish what has been constructed. The additional fee covers the increased difficulty the Council will have in establishing whether work that is already underway or completed complies with the plans, specifications and other information provided.</p>		

F11	<p>Discounts: Approved Certifiers of Design</p> <p>The fee is discounted when a Building Warrant application or amendment is registered where one or more Certificates from Approved Certifiers of Design are presented by –</p> <table border="1" data-bbox="177 293 1517 465"> <tr> <td data-bbox="177 293 1270 394"> <ul style="list-style-type: none"> Each Certificate that covers the whole of any section of the functional standards, as set out in Schedule 5 to the Building (Scotland) Regulations 2004 </td> <td data-bbox="1270 293 1517 394">10%</td> </tr> <tr> <td data-bbox="177 394 1270 465"> <ul style="list-style-type: none"> Each Certificate covering a single item in any such section </td> <td data-bbox="1270 394 1517 465">1%*</td> </tr> </table> <p>*to a maximum of 5% for any one section</p> <p>All subject to a maximum discount of 60% of the warrant fee.</p> <p><i>Note: the discounts also apply where –</i></p> <ul style="list-style-type: none"> <i>a Late Application for Building Warrant (after work has already started) is made</i> <i>a Late Submission of a Completion Certificate (where no building warrant granted and the works are complete) is made.</i> <p><i>The discount is applied to the whole fee.</i></p>	<ul style="list-style-type: none"> Each Certificate that covers the whole of any section of the functional standards, as set out in Schedule 5 to the Building (Scotland) Regulations 2004 	10%	<ul style="list-style-type: none"> Each Certificate covering a single item in any such section 	1%*		
<ul style="list-style-type: none"> Each Certificate that covers the whole of any section of the functional standards, as set out in Schedule 5 to the Building (Scotland) Regulations 2004 	10%						
<ul style="list-style-type: none"> Each Certificate covering a single item in any such section 	1%*						
F12	<p>Refunds: Approved Certifiers of Construction</p> <p>Where one or more such Certificates are submitted with a Completion Certificate –</p> <table border="1" data-bbox="177 920 1517 1077"> <tr> <td data-bbox="177 920 1270 981"> <ul style="list-style-type: none"> Each Certificate covering a defined trade or installation </td> <td data-bbox="1270 920 1517 981">1%</td> </tr> <tr> <td data-bbox="177 981 1270 1028"> <ul style="list-style-type: none"> Maximum discount </td> <td data-bbox="1270 981 1517 1028">20%</td> </tr> <tr> <td data-bbox="177 1028 1270 1077"> <ul style="list-style-type: none"> Minimum refund </td> <td data-bbox="1270 1028 1517 1077">£20</td> </tr> </table> <p><i>Note: a refund is only made where –</i></p> <ul style="list-style-type: none"> <i>the Verifier has been informed in writing of the intention to use the approved Certifier of Construction in relation to any Certificate, and</i> <i>the construction to be certified has <u>not</u> commenced at the time of informing the Verifier.</i> <p><i>The discount is applied to the whole fee.</i></p> <p><i>This precludes refunds where a Late Submission of Completion Certificate is made.</i></p>	<ul style="list-style-type: none"> Each Certificate covering a defined trade or installation 	1%	<ul style="list-style-type: none"> Maximum discount 	20%	<ul style="list-style-type: none"> Minimum refund 	£20
<ul style="list-style-type: none"> Each Certificate covering a defined trade or installation 	1%						
<ul style="list-style-type: none"> Maximum discount 	20%						
<ul style="list-style-type: none"> Minimum refund 	£20						
F13	<p>Fee Exemption for Disabled Persons</p> <p>The Fee Regulations state that no fee shall be payable where the purpose of the work to which the application relates is to alter or extend a dwelling so that it is made suitable as a dwelling for a disabled person.</p> <p>The fee is set at zero for works to alter or extend the existing dwelling occupied by a disabled person provided the works are solely for the benefit of the disabled person.</p> <p>The relief therefore is not for disabled people in general, it relates specifically to works to provide facilities for disabled people as defined in the building standards.</p> <p>‘Disabled person’ under the regulations means a person with a physical, hearing or sight impairment, which affects that person’s mobility or use of buildings.</p> <p>To allow Shetland Islands Council to assess your entitlement to this fee exemption you may need to provide a letter from your Doctor or Occupational Therapist confirming your disability unless the work is related to an Improvement Grant application for a Disabled Person.</p>						