



Building Safety Levy Charging Information

Commencement Stage

Surrey Heath Borough Council

To be submitted with the first commencement notice (or equivalent) where required. Attach all evidence and list it in the register.

Case Details

Application reference / ID

Commencement notice date (submitted)

Named client

B1. Levy Charging Conditions Statement

- ☐ Levy charging conditions are met (provide C2-C4 and evidence).
- ☐ Levy charging conditions are not met (provide applicable planning information, explanation and evidence).
- ☐ A statement and evidence have already been provided for this building work (identify what / when). [

What is C2-C4?

C2: New residential/PBSA floorspace.

C3: Communal space used by residents.

C4: Existing/baseline residential floorspace, where applicable.

Evidence: Documents supporting the information provided, such as approved plans, floorspace schedules or relevant planning documents.



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B2. Exempt Dwellings

State the number of dwellings, if any, falling within each applicable category

Category	Number
Social housing	
Supported housing	
Exempt accommodation	

B3. Planning Information at Commencement

Provide the applicable planning information required at commencement, or confirm that previously provided information remains correct and give any updates.

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B4. Evidence Register

List all evidence provided (permissions/prior approvals, drawings, floorspace schedules, exemption evidence, prior determinations, etc.).

Supporting evidence should be sufficient to demonstrate the information provided. Keep the evidence with the relevant building control record



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C1. Previous Development Condition Statement

- ☐ Previous development condition is met (permitted development route OR previously developed site).
- ☐ Previous development condition is not met.
- ☐ Not sure / requires collecting authority assessment (explain

Explanation / Evidence Summary

C2. Floorspace Information on Completion

(GIA in m², rounded to nearest whole number)

Ordinary Residential Dwellings

Building/block	Unit/plot	Dwelling type	GIA (m ²)	Exemption category (if any)



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PBSA (if applicable)

Building / Block	Bedspaces	GIA (m ²)	Exemption Category (if any)

C3. Communal Space for Residents (if any)

For each communal area, categorise as 11(1)(a) (residents only) or 11(1)(b) (mixed benefit). For 11(1)(b), provide the unit-level GIA breakdown required.

Area Name	GIA (m ²)	Category (a)/(b)	Relevant Residential Units GIA (b)(i)	Other Units GIA (b)(ii)	Notes



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C4. Baseline Floorspace

(Only if the building was already a relevant residential building at time of application)

Complete where baseline floorspace is required for chargeable floorspace calculations (Step 2).

Building / Unit	Baseline Category (Dwelling/PBSA/Communal)	Baseline GIA (m ²)	Notes

Correspondence Address

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