

Southampton & Eastleigh Building Control Partnership

Charges for Building Regulation Applications Applicable from 4th January 2011 Updated 1st April 2014

Domestic Extensions and Alterations

The charges for building regulation work are required to cover the cost of providing the service.

There are two methods of establishing the charge for building works:

1. Standard charges
2. Individually determined charges

The charges for the majority of domestic extensions and alterations are standard charges and are listed in the attached tables.

If the charge for your building regulation work is not listed as a standard charge it will be individually determined.

Application Types

Charges for Building Regulation Applications depend on the category of work you are carrying out and the type of application deposited.

Full Plans Applications – where detailed drawings are being deposited the plan charge plus VAT must accompany the application. The inspection charge will be invoiced after the first inspection.

Building Notice Applications – this is an alternative option to submitting a Full Plans application. If you are making this type of application the Building Notice Charge plus VAT must accompany the application.

Regularisation Charge – work carried out without permission attracts a charge equal to 140% of the corresponding Building Notice net charge. VAT is not applicable to this type of applications.

Example: £303.33 net Building Notice charge + 40% = £424.66 Regularisation Charge.

Payment Details – Cheques should be made payable to ‘Southampton City Council’ Payment may also be made by cash or debit card or ‘online’ when submitting an application electronically via submitaplan.

Reduction in Plan Charges

- Repetitive work may attract a reduction of 25%
- Multiple type of alterations – where for example a loft conversion is carried out at the same time as a single storey extension a 50% reduction of the lower application charge will be given.

Supplementary Charges – where electrical work is carried out by a person who is NOT a ‘Competent Person’ registered with a Government approved self certification scheme an additional charge will be made as follows:

- Certified notifiable electrical work £122.50 + VAT
- Non certified notifiable electrical work £338.33 + VAT

Exemption from Charges – works provided for the sole purpose of providing access, accommodation or facilities for disabled persons relating to dwellings and public buildings do not require any application charge.

TABLE B (Part 1)
Domestic Extensions to a single building

VAT is calculated at a rate of 20% (VAT is not payable on a Regularisation Charge)

SINGLE STOREY EXTENSIONS							
Category	Description	Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced after commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
1	Single Storey Extension floor area not exceeding 10m ²	95.83	115.00	207.50	249.00	303.33	364.00
2	Single Storey Extension floor area exceeding 10m ² but not exceeding 40m ²	142.50	171.00	321.66	386.00	464.16	557.00
3	Single Storey Extension floor area exceeding 40m ² but not exceeding 100m ²	190.00	228.00	413.33	496.00	603.33	724.00
TWO STOREY EXTENSIONS							
Category	Description	Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced after commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
4	Two Storey Extension not exceeding 40m ²	142.50	171.00	339.16	407.00	481.66	578.00
5	Two Storey Extension exceeding 40m ² but not exceeding 100m ²	220.00	264.00	455.00	546.00	675.00	810.00
LOFT CONVERSIONS							
Category	Description	Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced after commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
6	Loft Conversion that does not include the construction of a dormer	95.83	115.00	248.33	298.00	344.16	413.00
7	Loft Conversion that includes the construction of a dormer	142.50	171.00	290.00	348.00	432.50	519.00

GARAGES AND CARPORTS

Category	Description	Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (Invoiced after commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
8	Erection or extension of a non exempt attached or detached domestic garage or carport up to 100m ²	71.67	86.00	207.50	249.00	279.17	335.00

OTHER

Category	Description	Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced after commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
9	Conversion of a garage to a habitable room(s)	95.83	115.00	207.50	249.00	303.33	364.00

TABLE B (Part 2)
Domestic Alterations to a single building

VAT is calculated at a rate of 20% (VAT is not payable on a Regularisation Charge)

Category		Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced on commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
1	Underpinning	71.67	86.00	330.83	397.00	402.50	483.00
2	Renovation of a thermal element to a single dwelling	71.67	86.00	165.83	199.00	237.50	285.00

INTERNAL ALTERATIONS

Category		Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced on commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
3	Internal Alterations, Installation of Fittings (not electrical) and/or Structural Alterations (if ancillary to the building of the extension no additional charge)						
	Estimated cost less than £1,000	47.50	57.00	83.33	100.00	130.83	157.00
	Estimated cost between £1,001 and £5,000	71.67	86.00	165.83	199.00	237.50	285.00
	Estimated cost between £5,001 and £25,000	71.67	86.00	330.83	397.00	402.50	483.00
	Estimated cost between £25,001 and £50,000	95.83	115.00	495.83	595.00	591.66	710.00
	Estimated cost between £50,001 and £75,000	142.50	171.00	660.83	793.00	803.33	964.00

WINDOW AND DOOR REPLACEMENT

Category		Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced on commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
4	Window and Glazed Door Replacement						
	Per 1-10 window and door installations	31.67	38.00	47.50	57.00	79.17	95.00
	Per 11 and over window and door installations	31.67	38.00	124.17	149.00	155.84	187.00

ELECTRICAL WORKS

Category		Full Plans Plan Charge (payment with application)		Full Plans Inspection Charge (invoiced on commencement)		Building Notice Charge (payment with application)	
		Net	Total inc VAT	Net	Total Inc VAT	Net	Total inc VAT
5	Electrical work (not competent persons scheme)						
	Self Certificated Electrical Work	122.50	147.00	0.00	0.00	122.50	147.00
	Non Certificated Electrical Work	338.33	406.00	0.00	0.00	338.33	406.00

IMPORTANT NOTES

These charges have been set by the authority on the basis that the building work does not consist of, or include, innovative or high risk construction techniques and/or the duration of the building work from commencement to completion does not exceed 12 months. A charge of £50.00 plus VAT may be levied for administering a project where work has ceased on site and when the project has been placed on the councils archiving system.

The charges have also been set on the basis that 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 they are not, the work may incur supplementary charges.

INDIVIDUALLY DETERMINED CHARGES

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 and includes the following types of building work:

1. Single storey extensions with a floor area exceeding 100m².
2. Two storey extensions with a floor area exceeding 100m².
3. Attached or detached garages with a floor area exceeding 100m².
4. Domestic alterations where the estimated cost of the building work exceeds £75,000.
5. Any other work not described in the Schedule of Fixed Charges.
6. A reversion charge for all project types.

If your building work is defined as requiring individual assessment of a charge you should contact the following:

Neil Ferris, Building Control Partnership Manager on 023 8083 2781, Tony Parkin, Principal Building Control Surveyor on 023 8083 2895 or Ashley Morgan, Principal Building Control Surveyor on 023 8083 3688 who will advise on the appropriate level of charge. Alternatively email: neil.ferris@southampton.gov.uk or building.control@southampton.gov.uk

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**For further advice or assistance please contact your local building control office:**

Southampton Building Control Office  
Tel: 023 8083 2558  
Fax: 023 8083 3200  
Email: [building.control@southampton.gov.uk](mailto:building.control@southampton.gov.uk)

**Submitting your Application:** Applications may be deposited in person, by post or electronically using our on-line submission system: [www.submitaplan.com](http://www.submitaplan.com)