

**NEWCASTLE CITY COUNCIL BUILDING CONTROL**

**BUILDING REGULATION CHARGES – GUIDANCE NOTE 2**

**DOMESTIC EXTENSIONS and ALTERATIONS**

With effect from 1st of April 2019

This information sheet provides a quick reference guide to finding the relevant charges for different types of building regulation application for domestic extensions and alterations.

Full details are contained in Newcastle City Council’s *‘Scheme for the recovery of building regulation charges and associated matters’*. This is published on the council’s website and contains full details of the charges scheme and the provisions of The Building (Local Authority Charges) Regulations 2010.

**How to use the table to calculate your building regulation charge:**

**Full Plans Application -**

* The **Plan Charge** is a deposit fee payable at the time of submitting a Full Plans application with the local authority.
* The **Inspection Charge** is the balance payment for the cost of the service, required to be paid on demand, after the first inspection has been carried out, following commencement of the works. The invoice for this charge will be sent to the owner (applicant on application form), unless requested otherwise.
* Alternatively, the customer my wish to pay a combined plan charge and inspection charge at the time of depositing the application, in which case the **discounted charge** as indicatedwould be payable.

**Building Notice -**

* This charge is payable at the time of depositing a Building Notice with the local authority.

**Regularisation Charge -**

* This charge is payable at the time of depositing a Regularisation Application with the local authority.

Charges are subject to VAT with the exception of Regularisation Applications.

**Factors taken into account in determining the charge category:**

Depending upon the nature of the project, the following factors can be taken into account in determining the relevant charge category using the attached tables:

* + - **Floor Area -** The total internal floor area of all storeys of the building or extension of the building
    - **Estimated Cost of Building Work –** Accepted by the local authority as being a cost reasonably charged by a person in business to carry out such building work.
* **Multiple Extensions -** If more than one extension is proposed to be built the total floor area of all the extensions may be added together to determine the charge payable provided that the extensions are built at the same time. If built independently separate inspection charges may be payable.
* **Extensions + Loft Conversion -** Where building work consists of extensions and a loft conversion - a single Plan Charge of £150.00 + VAT will be payable.
* **Extension + Alteration -** Where an application consists of an extension to property and work covering other alterations – only the largest Plan Charge for the two categories will be charged.
* Charges may not apply where the whole of the work solely concerns building adaptations for the treatment/care of a disabled person occupying the property as a permanent place of residence. Due to the complexity of the regulations giving exemption please contact Building Control directly to seek further clarification where appropriate.

**How to pay:**

We will contact you by email or telephone to take credit or debit card payment once we have received your application. If you wish to pay by cheque, payment should be made payable to Newcastle City Council.Please note that until such time as the relevant payment has been made, your application will not be treated as valid.

**Our standard charges have been set on the basis that:**

* The inspection framework and approved plans (where relevant) should provide the local authority with reasonable evidence that your completed project complies with minimum Building Regulation requirements.
* The purpose of the service provided by Local Authority Building Control is to check as far is reasonably practicable, that Building Regulation requirements are satisfied. It must be appreciated that site visits only constitute a spot inspection.
* The inspection framework and fee charged for dealing with the building regulation application assumes that persons employed by the applicant to undertake the design and building work are competent. If you require a more extensive supervisory service of building work, you are advised to employ a suitably qualified person to carry this out on your behalf.
* 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.

**Our standard charges do not cover building regulation applications for:**

* Multiple types of extension and alteration;
* Building work in relation to more than one building
* Alterations where estimated cost exceeds £75,000
* Extensions exceeding 100m2 for single storey; and 200m2 for 2-storey.
* Garages where floor area exceeds 100m²
* Reversion Applications

In any of these circumstances, please contact Building Control to determine the relevant charges for these applications.

**Other charges/refunds:**

* If the basis on which the charge has been determined changes, the Local Authority may refund or request a supplementary charge. The Authority will provide a written statement setting out the basis and method of calculation for the refund/supplementary charge.
* An **additional charge** of £400.00 + VAT is payable for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5) (g) of (h) of the Building (Local Authority Charges) Regulations 2010. This is in addition to the inspection charge, building notice charge or regularisation charge.
* To resolve an outstanding case and issue a Completion Certificatewhere the work has been completed or occupied for more than 3 years from the date of the last inspection and a subsequent request is made for a Completion Certificate a charge of £150.00 + VAT will be applicable**.**
* Refunds- A fee of £50.00 + VAT will be charged for the withdrawal of a Building Regulation application prior to plan assessment being carried out and/or site inspection being made. Any refund on a Building Regulation application withdrawn after the local authority have begun the plan assessment and/or site visit(s) undertaken, will be at the discretion of the Council and on an individually determined basis.

**Contact details:**

Building Control

Newcastle City Council

Civic Centre

Newcastle upon Tyne

NE1 8QH

Phone: 0191 278 2845

Email: [building.control@newcastle.gov.uk](mailto:building.control@newcastle.gov.uk)

[www.newcastle.gov.uk](http://www.newcastle.gov.uk)

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| **TABLE B** **DOMESTIC EXTENSIONS**Description of works | **Full Plans Plan Charge** Payable on submission of application | | **Full Plans Inspection Charge** Payable upon commencement of building work | | **Full Plans Discounted Charge**If Plan Charge and Inspection Charge paid together on submission of application | | **Building Notice Charge** Payable on submission of application | | **Regularisation Charge** **No VAT**  Payable on submission of application | Additional Charge\* | |
| Excl VAT | **Incl VAT** | Excl VAT | **Incl VAT** | Excl VAT | **Incl VAT** | **Excl VAT** | **Incl VAT** | Excl VAT | **Incl VAT** |
| Single storey extension floor area not exceeding 10m2 | £150 | **£180** | £260 | **£312** | £360 | **£432** | £360 | **£432** | **£612** | £400 | **£480** |
| Single storey extension floor exceeding 10m2 but not exceeding40m2 | £150 | **£180** | £410 | **£492** | £510 | **£612** | £510 | **£612** | **£867** | £400 | **£480** |
| Single storey extension floor exceeding 40m2 but not exceeding100m2 | £150 | **£180** | £580 | **£696** | £680 | **£816** | £680 | **£816** | **£1156** | £400 | **£480** |
| Two storey extension not exceeding 40 m2 | £150 | **£180** | £580 | **£696** | £680 | **£816** | £680 | **£816** | **£1156** | £400 | **£480** |
| Two storey extension to a dwelling house exceeding 40 m2 but not exceeding 200m2 | £150 | **£180** | £615 | **£738** | £715 | **£858** | £715 | **£858** | **£1215** | £400 | **£480** |
| Loft conversion | £150 | **£180** | £500 | **£600** | £600 | **£720** | £600 | **£720** | **£1020** | £400 | **£480** |
| Erection or extension of a non-exempt detached or attached domestic garage or carport up to 100m2 | £150 | **£180** | £210 | **£252** | £310 | **£372** | £310 | **£372** | **£527** | £400 | **£480** |
| Conversion of a garage to a dwelling to a habitable room(s) | £150 | **£180** | £140 | **£168** | £240 | **£288** | £240 | **£288** | **£408** | £400 | **£480** |
| Alterations to extend or create a basement up to 100m2 | £150 | **£180** | £500 | **£600** | £600 | **£720** | £600 | **£720** | **£1020** | £400 | **£480** |

### **\*** An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge. If controllable electrical work is not carried out by a person qualified to inspect and test the installation in accordance with BS 7671, or in the case of heat producing appliances a person competent to provide a completed commissioning checklist, an additional charge of £400 + vat will be incurred by the applicant to cover the costs of the Council or its appointed consultant carrying out the relevant completion inspection and testing of the installation. This additional charge does not apply where charges are marked with \*\*.

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| **TABLE C** **DOMESTIC ALTERATIONS**Description of works | Basis of Charge | **Full Plans Plan Charge\*** Payable on submission of application | | **Full Plans Inspection Charge\*** Payable upon commencement of building work | | **Full Plans Discounted Charge\***If Plan Charge and Inspection Charge paid together on submission of application | | **Building Notice Charge\*** Payable on submission of application | | **Regularisation Charge\*** **No VAT**  Payable on submission of application |
| Excl VAT | **Incl VAT** | Excl VAT | **Incl VAT** | Excl VAT | **Incl VAT** | **Excl VAT** | Incl VAT |
| Underpinning | Fixed Price | £150 | **£180** | £240 | **£288** | £340 | **£408** | £340 | **£408** | **£578** |
| Renovation of a thermal element to a single dwelling | Fixed Price | £80 | **£96** | £150 | **£180** | £180 | **£216** | £180 | **£216** | **£306** |
| 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 £2,000  Estimated cost exceeding £2,000 up to £5,000  Estimated cost exceeding £5,000 up to £25,000  Estimated cost exceeding £25,001 and up to £50,000  Estimated cost exceeding £50,001 and up to £75,000 | --  £100  £100  £100  £100 | --  **£120**  **£120**  **£120**  **£120** | --  £175  £355  £535  £805 | --  **£210**  **£426**  **£642**  **£966** | --  £225  £405  £585  £855 | --  **£270**  **£486**  **£702**  **£1026** | £150  £225  £405  £585  £855 | **£180**  **£270**  **£486**  **£702**  **£1026** | **£255**  **£385**  **£690**  **£995**  **£1450** |
| Window replacement (non competent persons scheme) | Per installation up to 20 windows  Per installation over 20 windows. | --  -- | --  -- | --  -- | --  -- | --  -- | --  -- | £90  £180 | **£108**  **£216** | **£160**  **£390** |
| Electrical work (not Competent Persons Scheme) | Any electrical work other than the rewiring of a dwelling.  The re-wiring or new installation in a dwelling. | --  -- | --  -- | --  -- | --  -- | --  -- | --  -- | £90  £180 | **£108**  **£216** | **£600\*\***  **£600\*\*** |
| Installation of Heating or Micro- generation Equipment | Fixed price | £80 | **£96** | £150 | **£180** | £180 | **£216** | £180 | **£216** | **£600** |