

Southampton & Eastleigh Building Control Partnership

Charges for Building Regulation Applications Applicable from 1st April 2024

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 standard charges for domestic extensions and alterations are listed in the tables below. 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 will be payable. The inspection charge will be invoiced after the first site inspection.

Building Notice Applications – this is an alternative option to submitting a Full Plans application. If you are making this type of application the full Building Notice Charge plus VAT must be made at plan deposit stage.

Regularisation Applications – 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 application. **Example: £356.67 net Building Notice charge + 40% = £499.34**

Payment Details –When submitting via www.submitaplan.com online payment may be made after submission, on receipt of a payment link, sent via email. Invoices may be paid online, details of payment methods listed on the Invoice.

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.

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.

Refunds

Where a refund is considered appropriate a deduction will be made for administration and costs incurred. A minimum deduction of £50.96 (includes VAT) will be made.

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	113.33	136.00	243.33	292.00	356.67	428.00
2	Single Storey Extension floor area exceeding 10m ² but not exceeding 40m ²	167.50	201.00	377.50	453.00	545.00	654.00
3	Single Storey Extension floor area exceeding 40m ² . This work category will be individually determined please contact the building control office for a quote		Contact Building Control for a Quote		Contact Building Control for a Quote		Contact Building Control for a Quote
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	167.50	201.00	398.33	478.00	565.83	679.00
5	Two Storey Extension exceeding 40m ² . This work category will be individually determined please contact the building control office for a quote		Contact Building Control for a Quote		Contact Building Control for a Quote		Contact Building Control for a Quote
LOFT CONVERSIONS							
Category	Description	Full Plans		Full Plans		Building Notice	

		Plan Charge (payment with application)		Inspection Charge (invoiced after commencement)		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	113.33	136.00	291.67	350.00	405.00	486.00
7	Loft Conversion that includes the construction of a dormer	167.50	201.00	340.83	409.00	508.33	610.00

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	84.17	101.00	243.33	292.00	327.50	393.00

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)	87.50	105.00	264.17	317.00	351.67	422.00

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	84.17	101.00	388.33	466.00	472.50	567.00
2	Renovation of a thermal element to a single dwelling	84.17	101.00	195.00	234.00	279.17	35.00

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	55.83	67.00	97.50	117.00	153.33	184.00
	Estimated cost between £1,001 and £5,000	84.17	101.00	195.00	234.00	279.17	335.00
	Estimated cost between £5,001 and £25,000	84.17	101.00	388.33	466.00	472.50	567.00
	Estimated cost between £25,001 and £50,000	101.67	122.00	529.17	635.00	630.83	757.00

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	37.50	45.00	55.83	67.00	93.33	112.00
	Per 11 and over window and door installations	37.50	45.00	145.83	175.00	183.33	220.00

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 £64.00 (includes VAT) may be levied for administering a project where work has ceased on site and when the project has been placed on the council's 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 40m².
2. Two storey extensions with a floor area exceeding 40m².
3. Attached or detached garages with a floor area exceeding 100m².
4. Domestic alterations where the estimated cost of the building work exceeds £50,000.
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 via email:

- Neil Ferris, Building Control Partnership Manager: neil.ferris@southampton.gov.uk
- Tony Parkin, Principal Building Control Surveyor: tony.parkin@southampton.gov.uk
- Ashley Morgan, Principal Building Control Surveyor: ashley.morgan@southampton.gov.uk
- Building Control Team: building.control@southampton.gov.uk

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

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

**Submitting your Application:** Applications must be deposited electronically using our on-line submission system: [www.submitaplan.com](http://www.submitaplan.com)