



## **NORTHUMBERLAND BUILDING CONTROL**

### **BUILDING REGULATION CHARGES – 17<sup>th</sup> March 2025**

### **GUIDANCE NOTE - NON-DOMESTIC NEW BUILD and EXTENSIONS**

#### **PRINCIPLES OF THE CHARGING SCHEME**

Charges are payable for the following functions:

- a) the passing or rejection of plans of proposed building work which have been deposited with the Authority in accordance with section 16 of the Building Act 1984 (as amended).
- b) the inspection of building work for which plans have been deposited with the Authority in accordance with the Building Regulations 2010 and with section 16 of the Building Act 1984 (as amended)
- c) the consideration of a Building Notice, which has been given to the Authority in accordance with the Building Regulations 2010.
- d) the consideration of building work reverting to the Authority under the Building (Approved Inspectors etc.) Regulations 2010.
- e) the consideration of a regularisation application submitted to the Authority under regulation 18 of the Building Regulations .
- f) Chargeable advice – payable on demand after the Authority have given notice in writing.

#### **PAYMENT OF CHARGES**

Charges in respect of 1(a) to (d) above are required to be paid by the person by whom or on whose behalf the work is to be carried out; and a charge in respect of (1)(e) is required to be paid by the owner of the work or building. In relation to 1(f) is payable by any person requesting advice for which a charge may be made.

The charges for the prescribed function are divided into Plan and Inspection Charges in relation to a Full Plans Application; Building Notice Charges and Regularisation Charges.

Please make payment by debit card, credit card or by cheque (made payable to Northumberland County Council). On line payments may be made on the following link; <http://www.northumberland.gov.uk> then, Pay for It, Miscellaneous. Be sure to enter site address/our application reference relating to the payment.

- Full Plans - The plan charge must be paid on the deposit of the plans with the Authority.
- Inspection Charges - One charge will be 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, unless requested otherwise.
- Building Notice - The charge must be paid when the notice is submitted to the Authority.
- Regularisation Charge - This is 150% of the net Building Notice charge and must be paid when the application is submitted to the Authority.

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.

## **SCALE OF CHARGES**

The attached schedules are for guidance only and are not a substitute for the Scheme of Charges prepared by the Authority to which reference should be made as it contains full details of the scheme and the provisions of The Building (Local Authority Charges) Regulations 2010.

**All fees are subject to VAT at the appropriate rate** (except Regularisation charge).

There are two methods used by the Authority to establish the Building Regulation Charge:

- Standard charge – the following tables detail the standard charges for erecting, extending or altering non-domestic buildings.  
These standard 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.
- Individually Determined Charge – for larger/ more complex schemes including:
  - Reversions
  - Multiple Extensions/ Alterations to a Non-Domestic building.
  - Building work in relation to more than one building
  - Non -Domestic Extensions/ New Builds over 200m<sup>2</sup>
  - All other building work to a Non-Domestic Building with an Estimated Cost in excess of £150,000
  - Where shop fit out work where the floor area exceeds 200sqm

In the assessment of the appropriate fees the following additional information may be of assistance: -

- **Estimated Cost** – an estimate that is accepted by the Authority of such reasonable amount as would be charged by a person in business to carry out such building work.
- **Exemption in relation to building work solely for disabled people** – no charge is required in relation to an existing building to which members of the public are admitted (whether on payment or otherwise); and where the whole of the building work in question is solely-
  - (a) for the purpose of providing means of access for disabled persons by way of entrance or exit to or from the building or any part of it; or
  - (b) for the provision of facilities designed to secure the greater health, safety, welfare or disabled persons.

If your Building Regulation application is in need of an individually determined charge – please contact the relevant Building Control team with the location and a full description of the proposed building work.

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 design and building work referred to in the standard charges tables that they are undertaking. If not, the work may incur supplementary charges.

**Contact Details;** E mail; [buildingcontrol@northumberland.gov.uk](mailto:buildingcontrol@northumberland.gov.uk); Website; [www.northumberland.gov.uk](http://www.northumberland.gov.uk)

**Table D**  
**OTHER, NON DOMESTIC WORK - EXTENSIONS AND NEW BUILD**

Category of Work		Plan Charge		Inspection Charge		Regularisation Charge
		Ex VAT	Inc VAT	Ex VAT	Inc VAT	
<b>Other Residential &amp; Institutional</b>	Floor area not greater than 40m <sup>2</sup>	£170.00	£204.00	£360.00	£432.00	£795.00
	Extension of total floor area exceeding 40m <sup>2</sup> but not greater than 100 m <sup>2</sup>	£170.00	£204.00	£570.00	£684.00	£1110.00
	Extension of total floor area exceeding 100m <sup>2</sup> but not greater than 200 m <sup>2</sup>	£170.00	£204.00	£785.00	£943.00	£1432.50
<b>Assembly and Recreational use</b>	Floor area not greater than 40m <sup>2</sup>	£170.00	£168.00	£360.00	£432.00	£795.00
	Extension of total floor area exceeding 40m <sup>2</sup> but not greater than 100 m <sup>2</sup>	£170.00	£204.00	£570.00	£684.00	£1110.00
	Extension of total floor area exceeding 100m <sup>2</sup> but not greater than 200 m <sup>2</sup>	£170.00	£204.00	£785.00	£943.00	£1432.50
<b>Industrial and Storage</b>	Floor area not greater than 40m <sup>2</sup>	£170.00	£204.00	£205.00	£246.00	£562.50
	Extension of total floor area exceeding 40m <sup>2</sup> but not greater than 100 m <sup>2</sup>	£170.00	£204.00	£310.00	£372.00	£720.00
	Extension of total floor area exceeding 100m <sup>2</sup> but not greater than 200 m <sup>2</sup>	£170.00	£204.00	£460.00	£552.00	£945.00
<b>All Other use Classes</b>	Floor area not greater than 40m <sup>2</sup>	£170.00	£204.00	£310.00	£372.00	£720.00
	Extension of total floor area exceeding 40m <sup>2</sup> but not greater than 100 m <sup>2</sup>	£170.00	£204.00	£520.00	£624.00	£1035.00
	Extension of total floor area exceeding 100m <sup>2</sup> but not greater than 200 m <sup>2</sup>	£170.00	£204.00	£660.00	£792.00	£1245.00

Note: for extensions greater than 200sqm floor area the charge will be determined individually

**Table E**  
**ALL OTHER NON DOMESTIC WORK – ALTERATIONS**

Category of Work	Basis of Charge Estimate of Cost	Plan Charge		Inspection charge		Building Notice Charge		Regularisation Charge
Alterations including: structural alterations; installation of controlled fittings; shop fronts; office fit-outs; mezzanine floors; renovation of thermal elements; etc	<£5,000	£340.00	£408.00	-	-	£340.00	£408.00	£510.00
	£5,001 –to £25,000	£110.00	£132.00	£290.00	£348.00	£400.00	£480.00	£600.00
	£25,001 to £50,000	£110.00	£132.00	£375.00	£450.00	£485.00	£582.00	£727.50
	£50,001 to £100,000	£110.00	£132.00	£510.00	£612.00	£620.00	£744.00	£930.00
	£100,001 to £150,000	£110.00	£132.00	£720.00	£864.00	£830.00	£996.00	£1245.00
Shop fit out <200sqm		£310.00	£372.00	-	-	£310.00	£372.00	£465.00

For schemes over £150,000 estimate of cost or shop fit outs greater than 200sqm the charge will be individually determined – please contact the Building Control service – the charge will be confirmed in writing.

For window replacement schemes the charge will be determined individually.