

Building Control
Regeneration & Neighbourhoods
Civic Centre
Level 1, Victoria Road
Hartlepool
TS24 8AY



Website: <http://www.hartlepool.gov.uk/buildingcontrol>

The Building Regulations 2010 (As amended) The Building (Local Authority Charges) Regulations 2010

New Building Regulations charges applicable from 1st May 2019

The Council's charging scheme for Building Regulation permission has recently been reviewed.

The previous charges scheme was introduced in January 2012, which since then a lot has happened in construction and the Building Regulations with increased complexities and a widening of the Building Regulations themselves.

As part of this overall review we feel that costs remain competitive and the quality of the service delivery we provide to you and your clients will be unaltered.

Some minor changes to the work categories to better suit the work we receive for both domestic and non-domestic projects has been incorporated. These changes are explained briefly below.

For domestic projects I would like to confirm the following changes to Table B:

- a new category for an extension up to 3m² (internal floor area) has been added to cover small bay and hall extensions.
- the remaining extension categories have some adjustments in charges.
- loft conversion descriptions remain unchanged but it should be noted that there has been a subtle change in the single storey garage / carport category. *We still have two categories but these now cover attached and detached garages and the categories only differ in the floor area limits. One is up to 40m² and the other is from 40m² up to 100m² in internal floor area;*
- the basement category has as you can see been increased by an amount that now allows full cost recovery, although to be fair we have not had any since 2012 in any case.

In relation to Table C the following changes have been made to categories and descriptions.

- A maximum length of 40m has been added to the underpinning description.
- the charges based on cost of work categories have been altered slightly to match work types and to reduce the cost band sizes;
- window and door replacement now covers up to 5 windows or doors (in total) rather than just 1;
- a new category has been added for approved system type lightweight conservatory roof replacements;
- a further new category has been added for the installation of a small sewerage treatment facility.

In relation to Table E the following changes have been made to categories and descriptions.

- The categories for window / door replacement and shop fronts have been combined and consist

of a charge based on the total number of doors and windows;

- Installation of a mezzanine floor is now covered for up to 100m² only;
- Office and shop fit out applications have been amalgamated into one group;
- The charges based on cost of work categories have been altered slightly to match work types and to reduce the cost band sizes.
- To assist on small internal type work a new category has been added for works costing up to £1,000.

These changes will take place to allow the new charges and categories to be introduced from the 1st May 2019. This change will take place from 1am on Wednesday 1st May, 2019. For further and specific information on charges please see the “full scheme for the recovery of Building Regulation charges 2019 onwards” which is published on the Hartlepool Borough Council internet under the Building Control downloads.

I trust the above description of the major changes, and the new charge sheets also attached to the email clarify matters in relation to the new charges, but if you are concerned or have any specific questions in relation to these new charges then please feel free to contact me.

Yours faithfully

A handwritten signature in purple ink that reads "G. Hutchison".

Garry Hutchison MRICS
Building Control Manager

The following pages are the new charge sheets for Domestic application types and non domestic application types

BUILDING NOTICE SUBMISSION

GUIDANCE NOTE ON CHARGES EFFECTIVE FROM 1st May 2019
THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010



If you or your builder is unsure about the current Building Regulation legislation and standards then it would be advisable to have full plans drawn and submit a full plans application.

Before you carry out building work to which the Building Regulations apply, you or your agent must submit a Building Regulation application together with the appropriate charge. This charge is dependent on the type of work proposed and should be calculated by reference to the following.

Building Notice Charge - you will need to pay a Building Notice charge when you submit the plans under the Building Regulations. Cheques should be made payable to 'Hartlepool Borough Council'. The Building Notice charge covers office administration and all necessary site visits. It should be noted that any plans submitted are not appraised and it is only the work as it progresses on site that is appraised against the Building Regulations. For this reason you or your builder should be sure you are aware of all the necessary Building Regulations and construction techniques required for the work.

Exemptions/Reductions of Charges - Works to provide facilities or access for disabled people to existing dwellings may be exempt from charges providing that the disabled person is or will be a permanent resident of the building. It does not apply to the construction of a new building.

Note: For further and more detailed information on the charges a full copy of the Council's Building Control Charges Scheme is available for viewing on request. If you have any difficulties calculating charges or require a quote for an **individual charge** as your particular work is not in tables A, B or C please call into the office, email (building.control@hartlepool.gov.uk) or telephone direct **01429 523289**

| TABLE A - CHARGES FOR THE CREATION OR CONVERSION TO NEW DWELLING | | | | | | | |
|--|---------------|--------|------------|---------------------|---------------------|--------|--------------|
| NUMBER OF DWELLING TYPES | Plan Charge £ | | | NUMBER OF DWELLINGS | Inspection charge £ | | |
| | EXC VAT | VAT | INC VAT | | EXC VAT | VAT | INC VAT |
| 1 | 175.00 | 35.00 | 210 | 1 | 425.00 | 85.00 | 510 |
| 2 | 225.00 | 45.00 | 270 | 2 | 591.67 | 118.33 | 710 |
| 3 | 308.33 | 61.67 | 370 | 3 | 758.33 | 151.67 | 910 |
| 4 | 395.83 | 79.17 | 475 | 4 | 958.33 | 191.67 | 1,150 |
| 5 | 450.00 | 90.00 | 540 | 5 | 1,008.33 | 201.67 | 1,210 |
| 6 | 504.17 | 100.83 | 605 | 6 | 1,183.33 | 236.67 | 1,420 |
| 7 | 533.33 | 106.67 | 640 | 7 | 1,267.67 | 253.53 | 1,520 |
| 8 | 591.67 | 118.33 | 710 | 8 | 1,433.33 | 286.67 | 1,720 |
| 9 | 650.00 | 130.00 | 780 | 9 | 1,484.00 | 296.80 | 1,780 |
| 10 | 700.00 | 140.00 | 840 | 10 | 1,658.33 | 331.67 | 1,990 |

Additional notes

- For more than 10 dwellings, or if the floor area of a dwelling exceeds 300m² the charge will be individually determined
- The number of dwelling types should be used for the plan appraisal element of the charge and not the total number of dwellings on site. The total number of dwellings on site should be used for the inspection element of the charge – from this the two are added together to give the Building Notice charge.
- An additional charge may be charged for work when relevant building work, or part thereof has not been carried out by a competent person. This charge is additional to the Building Notice charge. This charge is given in the charges scheme.
- If your work does not match any of the description an individually determined charge will be required please contact Hartlepool Building Control.

TABLE B - DOMESTIC EXTENSIONS TO A SINGLE DOMESTIC BUILDING

| Category / Description | | Building Notice Charge £ | | |
|--|---|--------------------------|--------|------------|
| | | Basic | VAT | Inc. VAT |
| Single storey extension with an internal floor area: | | | | |
| 1 | not exceeding 3m ² | 250.00 | 50.00 | 300 |
| 2 | exceeding 3m ² but not exceeding 10m ² | 325.00 | 65.00 | 390 |
| 3 | exceeding 10m ² but not exceeding 40m ² | 475.00 | 95.00 | 570 |
| 4 | exceeding 40m ² but not exceeding 100m ² | 583.33 | 116.67 | 700 |
| Two storey extension with an internal floor area: | | | | |
| 5 | not exceeding 40m ² | 500.00 | 100.00 | 600 |
| 6 | exceeding 40m ² but not exceeding 200m ² | 608.33 | 121.67 | 730 |
| 7 | Loft conversion (not including a dormer construction) | 441.67 | 88.33 | 530 |
| 8 | Loft conversion (including a dormer construction) | 491.67 | 98.33 | 590 |
| 9 | Erection or extension of a single storey non-exempt domestic garage or carport floor area up to 40m ² | 175.00 | 35.00 | 210 |
| 10 | Erection or extension of a single storey domestic garage or carport over 40m ² up to 100m ² | 208.33 | 41.67 | 250 |
| 11 | Conversion (or part conversion) of a garage to a dwelling to form habitable room(s) | 225.00 | 45.00 | 270 |
| 12 | Extend or create a basement up to 100m ² floor area | 441.67 | 88.33 | 530 |
| Additional notes | | | | |
| <ul style="list-style-type: none"> An additional charge may be charged for work when relevant building work, or part thereof has <u>not</u> been carried out by a registered competent person. This is given in the charges scheme; An additional charge may be payable where complex structural calculations have or need to be submitted; If your work does not match any of the description an individually determined charge will be required please contact Hartlepool Building Control. | | | | |

TABLE C - DOMESTIC ALTERATIONS TO A SINGLE DOMESTIC BUILDING

| Category / Description | | Building Notice charge £ | | |
|--|---|--------------------------|--------|------------|
| | | Basic | VAT | Incl. VAT |
| 1 | Underpinning, up to 40m in length | 250.00 | 50.00 | 300 |
| 2 | Renovation of thermal element(s) | 150.00 | 30.00 | 180 |
| 3 | Internal/external alterations, installation of fittings (not electric or windows/doors) and / or structural alterations with an estimated cost of work: | | | |
| 3a | up to £500 | 83.33 | 16.67 | 100 |
| 3b | over £500 up to £1,000 | 125.00 | 25.00 | 150 |
| 3c | over £1,000 up to £5,000 | 150.00 | 30.00 | 180 |
| 3d | over £5,000 up to £15,000 | 333.33 | 66.67 | 400 |
| 3e | over £15,000 up to £25,000 | 400.00 | 80.00 | 480 |
| 3f | over £25,000 up to £50,000 | 516.67 | 103.33 | 620 |
| 4 | Window / door replacement: | | | |
| 4a | up to 5 | 83.33 | 16.67 | 100 |
| 4b | from 6 to 20 | 166.67 | 33.33 | 200 |
| 4c | from 21 to 50 | 233.33 | 46.67 | 280 |
| 5 | Electrical work (not competent persons scheme): | | | |
| 5a | new circuit(s) (not a re-wire or full installation) | 300.00 | 60.00 | 360 |
| 5b | re-wiring or a full new installation in a dwelling | 358.33 | 71.67 | 430 |
| 6 | Lightweight replacement conservatory roof (max 30m ² (Approved lightweight system types only) | 166.67 | 33.33 | 200 |
| 7 | Installation of a small sewerage treatment facility | 166.67 | 33.33 | 200 |
| Additional notes | | | | |
| <ul style="list-style-type: none"> This table of charges covers domestic work that is not covered by tables A and B. If your work does not match any of the description an individually determined charge will be required. Please contact Hartlepool Building Control. | | | | |

DOMESTIC - FULL PLANS SUBMISSION

GUIDANCE NOTE ON CHARGES EFFECTIVE FROM 1st May 2019
 THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010



Before you carry out building work to which the Building Regulations apply, you or your agent must submit a Building Regulation application together with the appropriate charge. This charge is dependent on the type of work proposed and should be calculated by reference to the following.

Plan Charge - You will need to pay a plan deposit charge when you submit the plans to cover the plan appraisal carried out by a qualified Building Control Surveyor to ensure compliance with the Building Regulations. Any cheques should be made payable to 'Hartlepool Borough Council'.

Inspection Charge - Most Full Plan applications are subject to an inspection charge to cover standard site inspections. This charge is invoiced after the first inspection. Additional charges will be invoiced separately.

Exemptions/Reductions of Charges - Where plans have been either approved or rejected no further plan charge is payable on resubmission for substantially the same work. Works to provide facilities or access for disabled people to existing dwellings may be exempt from charges providing that the disabled person is or will be a permanent resident of the building. It does not apply to the construction of a new building.

Note: For further and more detailed information on the charges a full copy of the Council's Building Control Charges Scheme is available for viewing on request. If you have any difficulties calculating charges or require a quote for an **individual charge** as your particular work is not in tables A, B or C please call into the office, email (building.control@hartlepool.gov.uk) or telephone direct **01429 523289**

| TABLE A - CHARGES FOR THE CREATION OR CONVERSION TO NEW DWELLING | | | | | | | |
|--|---------------|--------|------------|---------------------|---------------------|--------|--------------|
| NUMBER OF DWELLING TYPES | Plan Charge £ | | | NUMBER OF DWELLINGS | Inspection charge £ | | |
| | Basic | VAT | INC VAT | | Basic | VAT | INC VAT |
| 1 | 175.00 | 35.00 | 210 | 1 | 425.00 | 85.00 | 510 |
| 2 | 225.00 | 45.00 | 270 | 2 | 591.67 | 118.33 | 710 |
| 3 | 308.33 | 61.67 | 370 | 3 | 758.33 | 151.67 | 910 |
| 4 | 395.83 | 79.17 | 475 | 4 | 958.33 | 191.67 | 1,150 |
| 5 | 450.00 | 90.00 | 540 | 5 | 1,008.33 | 201.67 | 1,210 |
| 6 | 504.17 | 100.83 | 605 | 6 | 1,183.33 | 236.67 | 1,420 |
| 7 | 533.33 | 106.67 | 640 | 7 | 1,267.67 | 253.53 | 1,520 |
| 8 | 591.67 | 118.33 | 710 | 8 | 1,433.33 | 286.67 | 1,720 |
| 9 | 650.00 | 130.00 | 780 | 9 | 1,484.00 | 296.80 | 1,780 |
| 10 | 700.00 | 140.00 | 840 | 10 | 1,658.33 | 331.67 | 1,990 |

Table A – additional notes

- For more than 10 dwellings, or if the floor area of a dwelling exceeds 300m² the charge will be individually determined
- The number of dwelling types should be used for the plan appraisal charge and not the total number of dwellings on site
- The total number of dwellings on site should be used for the inspection charge.
- An additional charge may be charged for work when relevant building work, or part thereof has not been carried out by a competent person. This charge is additional to the Building Notice charge. This charge is given in the charges scheme.

| TABLE B - DOMESTIC EXTENSIONS TO A SINGLE DOMESTIC BUILDING | | | | | | |
|--|---------------|-------|------------|---------------------|-------|------------|
| Category / Description | Plan Charge £ | | | Inspection charge £ | | |
| | Basic | VAT | Inc. VAT | Basic | VAT | Inc. VAT |
| Single storey extension with an internal floor area: | | | | | | |
| 1 not exceeding 3m ² | 83.33 | 16.67 | 100 | 166.67 | 33.33 | 200 |
| 2 exceeding 3m ² but not exceeding 10m ² | 116.67 | 23.33 | 140 | 208.33 | 41.67 | 250 |
| 3 exceeding 10m ² but not exceeding 40m ² | 200.00 | 40.00 | 240 | 275.00 | 55.00 | 330 |
| 4 exceeding 40m ² but not exceeding 100m ² | 225.00 | 45.00 | 270 | 358.33 | 71.67 | 430 |
| Two storey extension with an internal floor area: | | | | | | |
| 5 not exceeding 40m ² | 200.00 | 40.00 | 240 | 300.00 | 60.00 | 360 |
| 6 exceeding 40m ² but not exceeding 200m ² | 250.00 | 50.00 | 300 | 358.33 | 71.67 | 430 |
| 7 Loft conversion (not including a dormer construction) | 200.00 | 40.00 | 240 | 241.67 | 48.33 | 290 |
| 8 Loft conversion (including a dormer construction) | 225.00 | 45.00 | 270 | 266.67 | 53.33 | 320 |
| 9 Erection or extension of a single storey non-exempt domestic garage or carport floor area up to 40m ² | 58.33 | 11.67 | 70 | 116.67 | 23.33 | 140 |
| 10 Erection or extension of a single storey domestic garage or carport over 40m ² up to 100m ² | 83.33 | 16.67 | 100 | 125.00 | 25.00 | 150 |
| 11 Conversion (or part conversion) of a garage to a dwelling to form habitable room(s) | 108.33 | 21.67 | 130 | 116.67 | 23.33 | 140 |
| 12 Extend or create a basement up to 100m ² floor area | 200.00 | 40.00 | 240 | 241.67 | 48.33 | 290 |
| Additional notes | | | | | | |
| <ul style="list-style-type: none"> An additional charge may be charged for work when relevant building work, or part thereof has <u>not</u> been carried out by a registered competent person. This is given in the charges scheme; An additional charge may be payable where complex structural calculations have or need to be submitted | | | | | | |

| TABLE C - DOMESTIC ALTERATIONS TO A SINGLE DOMESTIC BUILDING | | | | | | |
|--|---------------|-------|------------|---------------------|-------|------------|
| Category / Description | Plan charge £ | | | Inspection charge £ | | |
| | Basic | VAT | Incl. VAT | Basic | VAT | Incl. VAT |
| 1 Underpinning, up to 40m in length | 83.33 | 16.67 | 100 | 166.67 | 33.33 | 200 |
| 2 Renovation of thermal element(s) | 150.00 | 30.00 | 180 | - | - | - |
| 3 Internal/external alterations, installation of fittings (not electric or windows/doors) and / or structural alterations with an estimated cost of work: | | | | | | |
| 3a up to £500 | 83.33 | 16.67 | 100 | - | - | - |
| 3b over £500 up to £1,000 | 125.00 | 25.00 | 150 | - | - | - |
| 3c over £1,000 up to £5,000 | 150.00 | 30.00 | 180 | - | - | - |
| 3d over £5,000 up to £15,000 | 116.67 | 23.33 | 140 | 216.67 | 43.33 | 260 |
| 3e over £15,000 up to £25,000 | 133.33 | 26.67 | 160 | 266.67 | 53.33 | 320 |
| 3f over £25,000 up to £50,000 | 166.67 | 33.33 | 200 | 350.00 | 70.00 | 420 |
| 4 Window / door replacement: | | | | | | |
| 4a up to 5 | 83.33 | 16.67 | 100 | - | - | - |
| 4b from 6 to 20 | 166.67 | 33.33 | 200 | - | - | - |
| 4c from 21 to 50 | 233.33 | 46.67 | 280 | - | - | - |
| 5 Electrical work (not competent persons scheme): | | | | | | |
| 5a new circuit(s) (not a re-wire or full installation) | 300.00 | 60.00 | 360 | - | - | - |
| 5b re-wiring or a full new installation in a dwelling | 358.33 | 71.67 | 430 | - | - | - |
| 6 Lightweight replacement conservatory roof (max 30m ² (Approved lightweight system types only) | 83.33 | 16.67 | 100 | 83.33 | 16.67 | 100 |
| 7 Installation of a small sewerage treatment facility | 83.33 | 16.67 | 100 | 83.33 | 16.67 | 100 |
| Additional notes | | | | | | |
| <ul style="list-style-type: none"> This table of charges covers domestic work that is not covered by tables A and B. If your work does not match any of the description an individually determined charge will be required. | | | | | | |

DOMESTIC – REGULARISATION SUBMISSION



GUIDANCE NOTE ON CHARGES EFFECTIVE FROM 1st May 2019

THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

If you have carried out unauthorised building work on or after the 11th November 1985 and you would like it to be regularised then you or your agent must deposit a Building Regulation regularisation application together with the appropriate charge. The charge payable is dependent upon the type of work carried out and can be calculated by reference to the following notes and tables:

Regularisation Charge - you will need to pay a regularisation charge when you submit the plans under the Building Regulations. Cheques should be made payable to 'Hartlepool Borough Council'. The regularisation charge covers office administration and all necessary site visits in order to make a decision as to whether a certificate can be issued or if any additional work may be required in order to issue such a certificate. If the work cannot be regularised under the Building Regulations then a certificate will not be issued, however the charge paid will be retained.

Note: For further and more detailed information on the charges a full copy of the Council's Building Control Charges Scheme is available for viewing on request.

If you have any difficulties calculating charges or require a quote for an **individual charge** as your particular work is not in tables A, B or C please either call into the office, email building.control@hartlepool.gov.uk or telephone direct **01429 523289**

TABLE A - CHARGES FOR THE CREATION OR CONVERSION TO NEW DWELLING

| NUMBER OF DWELLING TYPES (Part 1) | Regularisation Charge £ | NUMBER OF DWELLINGS (Part 2) | Regularisation charge £ |
|-----------------------------------|-------------------------|------------------------------|-------------------------|
| 1 | 225 | 1 | 560 |
| 2 | 312 | 2 | 780 |
| 3 | 416 | 3 | 1,040 |
| 4 | 520 | 4 | 1,300 |
| 5 | 560 | 5 | 1,400 |
| 6 | 648 | 6 | 1,620 |
| 7 | 688 | 7 | 1,720 |
| 8 | 776 | 8 | 1,940 |
| 9 | 876 | 9 | 2,040 |
| 10 | 904 | 10 | 2,260 |

Table A – additional notes

- For more than 10 dwellings / types, or if the floor area of a dwelling exceeds 300m² the charge will be individually determined
- The regularisation charge is calculated from the addition of (Part 1) the number of different types of dwelling and (Part 2) the total overall number of dwellings on site. The charges obtained from (Part 1) and (Part 2) should then be added.
- An additional charge is charged for work when relevant building work, or part thereof has not been carried out / or tested by a competent person. This charge is additional to the regularisation charge.

TABLE B - DOMESTIC EXTENSIONS TO A SINGLE DOMESTIC BUILDING

| Category / Description | Regularisation charge £ |
|--|-------------------------|
| Single storey extension with an internal floor area: | |
| 1 not exceeding 3m ² | 360 |
| 2 exceeding 3m ² but not exceeding 10m ² | 470 |
| 3 exceeding 10m ² but not exceeding 40m ² | 640 |
| 4 exceeding 40m ² but not exceeding 100m ² | 820 |
| Two storey extension with an internal floor area: | 700 |
| 5 not exceeding 40m ² | |
| 6 exceeding 40m ² but not exceeding 200m ² | 850 |
| 7 Loft conversion (not including a dormer construction) | 650 |
| 8 Loft conversion (including a dormer construction) | 720 |
| 9 Erection or extension of a single storey non-exempt domestic garage or carport floor area up to 40m ² | 260 |
| 10 Erection or extension of a single storey domestic garage or carport over 40m ² up to 100m ² | 320 |
| 11 Conversion (or part conversion) of a garage to a dwelling to form habitable room(s) | 330 |
| 12 Extend or create a basement up to 100m ² floor area | 620 |

Additional notes

- An additional charge may be charged for work when relevant building work, or part thereof has not been carried out by a registered competent person. This is given in the charges scheme;
- An additional charge may be payable where complex structural calculations have or need to be submitted.

TABLE C - DOMESTIC ALTERATIONS TO A SINGLE DOMESTIC BUILDING

| Category / Description | Regularisation charge £ |
|---|-------------------------|
| 1 Underpinning, up to 40m in length | 340 |
| 2 Renovation of thermal element(s) | 220 |
| 3 Internal/external alterations, installation of fittings (not electric or windows/doors) and / or structural alterations with an estimated cost of work: | |
| 3a up to £500 | 130 |
| 3b over £500 up to £1,000 | 180 |
| 3c over £1,000 up to £5,000 | 220 |
| 3d over £5,000 up to £15,000 | 480 |
| 3e over £15,000 up to £25,000 | 580 |
| 3f over £25,000 up to £50,000 | 740 |
| 4 Window / door replacement: | |
| 4a up to 5 | 130 |
| 4b from 6 to 20 | 240 |
| 4c from 21 to 50 | 340 |
| 5 Electrical work (not competent persons scheme): | |
| 5a new circuit(s) (not a re-wire or full installation) | 400 |
| 5b re-wiring or a full new installation in a dwelling | 500 |
| 6 Lightweight replacement conservatory roof (max 30m ² (Approved lightweight system types only) | 240 |
| 7 Installation of a small sewerage treatment facility | 240 |

Additional notes

- This table of charges covers domestic work that is not covered by tables A and B. If your work does not match any of the description an individually determined charge will be required. Please contact Hartlepool Building Control

NON DOMESTIC – FULL PLANS SUBMISSION



GUIDANCE NOTE ON CHARGES EFFECTIVE FROM 1st May 2019 THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

Before you carry out building work to which the Building Regulations apply, you or your agent must submit a Building Regulation application together with the appropriate charge. This charge is dependent on the type of work proposed and should be calculated by reference to the following.

Plan Charge - You will need to pay a plan deposit charge when you submit the plans to cover the plan appraisal carried out by a qualified Building Control Surveyor to ensure compliance with the Building Regulations. Any cheques should be made payable to 'Hartlepool Borough Council'.

Inspection Charge – All non-domestic Full Plan applications are subject to an inspection charge to cover standard site inspections. This charge is invoiced after the first inspection. Any necessary additional charges will be invoiced separately.

Exemptions/Reductions of Charges - Where plans have been either approved or rejected no further plan charge is payable on resubmission for substantially the same work. Works to provide facilities or access for disabled people to existing buildings to which members of the public are admitted (e.g. public buildings, shops, banks etc) may be exempt from charges.

Note: For further and more detailed information on the charges a full copy of the Council's Building Control Charges Scheme is available for viewing on request. If you have any difficulties calculating charges or require a quote for an **individual charge** as your particular work is not in tables D and E please call into the office, email (building.control@hartlepool.gov.uk) or telephone direct **01429 523289**

**TABLE D
NON - DOMESTIC EXTENSIONS AND NEW BUILD**

ASSEMBLY AND RECREATION AND OTHER RESIDENTIAL (INSTITUTIONAL AND OTHER) BUILDING (i.e. Museums, schools, surgeries, hospital, nursing home etc)

| Category / Description | Plan Charge £ | | | Inspection charge £ | | |
|--|---------------|-------|------------|---------------------|--------|------------|
| | Basic | VAT | Inc. VAT | Basic | VAT | Inc. VAT |
| 1. floor area not exceeding 10m ² | 208.33 | 41.67 | 250 | 483.33 | 96.67 | 580 |
| 2. floor area exceeding 10m ² but not exceeding 40m ² | 233.33 | 46.67 | 280 | 575.00 | 115.00 | 690 |
| 3. floor area exceeding 40m ² but not exceeding 100m ² | 283.33 | 56.67 | 340 | 641.67 | 128.33 | 770 |
| 4. floor area not exceeding 200m ² | 308.33 | 61.67 | 370 | 733.33 | 146.67 | 880 |

INDUSTRIAL AND STORAGE (i.e. factories, storage buildings etc)

| | | | | | | |
|--|--------|-------|------------|--------|-------|------------|
| 5. floor area not exceeding 10m ² | 83.33 | 16.67 | 100 | 175.00 | 35.00 | 210 |
| 6. floor area exceeding 10m ² but not exceeding 40m ² | 100.00 | 20.00 | 120 | 225.00 | 45.00 | 270 |
| 7. floor area exceeding 40m ² but not exceeding 100m ² | 108.33 | 21.67 | 130 | 250.00 | 50.00 | 300 |
| 8. floor area not exceeding 200m ² | 125.00 | 25.00 | 150 | 283.33 | 56.67 | 340 |

ALL OTHER USE CLASSES (i.e. Office, Shop and commercial etc)

| | | | | | | |
|---|--------|-------|------------|--------|--------|------------|
| 9. floor area not exceeding 10m ² | 141.67 | 28.33 | 170 | 316.67 | 63.33 | 380 |
| 10. floor area exceeding 10m ² but not exceeding 40m ² | 175.00 | 35.00 | 210 | 408.33 | 81.67 | 490 |
| 11. floor area exceeding 40m ² but not exceeding 100m ² | 204.17 | 40.83 | 245 | 466.67 | 93.33 | 560 |
| 12. floor area not exceeding 200m ² | 225.00 | 45.00 | 270 | 525.00 | 105.00 | 630 |

Additional notes

- The amount of time to carry out the Building Control function varies dependant upon the different use categories of building. The amount of time to check and inspect a building used for industrial and storage use is usually less than that for other use classes.
- For more detailed use class descriptions please see over page.
- If your work does not match any of the descriptions an individually determined charge will be required Please contact Hartlepool Building Control.

Use categories of buildings (table D)

Various use classes of the Building Regulations are explained as follows however for a full description see Approved document B Volume 2 table D1.

'Assembly and Recreational building' - includes such as bingo halls, casinos, dance halls, conference, exhibition and leisure centre's, museums, art galleries, theatres, cinemas, concert halls, educational establishments, dancing schools, gymnasia, swimming pool buildings, riding schools, skating rinks, sports pavilions and stadia, law courts; churches and other buildings of worship, public libraries non-residential day centre's, clinics, health centre's and surgeries and public toilets.

'Other Residential (Institutional and Other Residential) building' - includes such as a hospital, home, school or other similar establishment used as living accommodation for, or for the treatment, care or maintenance of persons suffering from disabilities due to illness or old age or other physical or mental incapacity, or under the age of 5 years, or place of lawful detention, where such persons sleep on the premises, hotel, boarding house, residential college, hall of residence, hostel and any other residential purpose not described above

'Industrial and storage building' - includes factories and other premises used for manufacturing, altering, repairing, cleaning, washing, breaking-up, adapting or processing any article; generating power or slaughtering livestock, storage or deposit of goods or materials, car parks designed to admit and accommodate only cars, motorcycles and passenger or light goods vehicles weighing no more than 2500kg gross.

'All other use classes' include - 'Office' - Offices or premises used for the purpose of administration, clerical work, drawing, police and fire and rescue service work banking and building society work, communications including postal, telegraph and radio communications. **Shop and Commercial** - Shops or premises used for a retail trade or business (including the sale to members of the public of food or drink for immediate consumption and retail by auction, self-selection and over-the-counter wholesale trading and premises to which the public is invited to deliver or collect goods in connection with their hire repair or other treatment.

TABLE E - NON - DOMESTIC ALTERATIONS

| Category / Description | | Plan charge £ | | | Inspection charge £ | | |
|------------------------|--|---------------|-------|------------|---------------------|-------|------------|
| | | Basic | VAT | Incl. VAT | Basic | VAT | Incl. VAT |
| 1 | Window / door replacement (including shop fronts) | | | | | | |
| 1a | up to 20 windows / doors | 58.33 | 11.67 | 70 | 125.00 | 25.00 | 150 |
| 1b | over 20 up to 50 windows / doors | 116.67 | 23.33 | 140 | 166.67 | 33.33 | 200 |
| 2 | Renovation of a thermal element – Estimated cost of works of: | | | | | | |
| 2a | up to £50,000 | 125.00 | 25.00 | 150 | 291.67 | 58.33 | 350 |
| 2b | over £50,000 up to £100,000 | 208.33 | 41.67 | 250 | 375.00 | 75.00 | 450 |
| 3 | New mezzanine floor up 100m² floor area | 75.00 | 15.00 | 90 | 158.33 | 31.67 | 190 |
| 4 | Office or shop fit out based on internal floor area m² | | | | | | |
| 4a | up to 100m ² | 58.33 | 11.67 | 70 | 183.33 | 36.67 | 220 |
| 4b | over 100m ² up to 500m ² | 141.67 | 28.33 | 170 | 308.33 | 61.67 | 370 |
| 4c | over 500m ² up to 1000m ² | 175.00 | 35.00 | 210 | 425.00 | 85.00 | 510 |
| 5 | Alterations not described elsewhere (incl. structural alterations, installation of controlled fittings etc) | | | | | | |
| 5a | Estimated cost up to £1,000 | 125.00 | 25.00 | 150 | 0.00 | 0.00 | 0 |
| 5b | Estimated cost over £1,000 up to £5,000 | 58.33 | 11.67 | 70 | 125.00 | 25.00 | 170 |
| 5c | Estimated cost over £5,000 up to £15,000 | 116.67 | 23.33 | 140 | 216.67 | 43.33 | 300 |
| 5d | Estimated cost over £15,000 up to £25,000 | 125.00 | 25.00 | 150 | 258.33 | 51.67 | 310 |

Additional notes

- A charge of £100 + VAT will be payable where there are no associated substantive building works required to change the use of the building – this charge can be discounted from any application received when substantive works are required as part of the change of use. This charge does not apply in relation to a building used for residential purposes that is altered to create more or fewer dwellings.
- If your work does not match any of the descriptions an individually determined charge will be required Please contact Hartlepool Building Control.

NON-DOMESTIC – REGULARISATION SUBMISSION



GUIDANCE NOTE ON CHARGES EFFECTIVE FROM 1st May 2019

THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

If you have carried unauthorised building work out on or after the 11th November 1985 and you would like it to be regularised then you or your agent must deposit a Building Regulation regularisation application together with the appropriate charge. The charge payable is dependent upon the type of work carried out and can be calculated by reference to the following notes and tables.

Regularisation Charge - you will need to pay a regularisation charge when you submit the plans under the Building Regulations. Cheques should be made payable to 'Hartlepool Borough Council'. The regularisation charge covers office administration and all necessary site visits in order to make a decision as to whether a certificate can be issued or if any additional work may be required in order to issue such a certificate. If the work cannot be regularised under the Building Regulations then a certificate will not be issued, however the charge paid will be retained.

Exemptions/Reductions of Charges - Works to provide facilities or access for disabled people to existing dwellings may be exempt from charges providing that the disabled person is or has been a permanent resident of the building. It does not apply to the construction of a new building.

Note: For further and more detailed information on the charges a full copy of the Council's Building Control Charges Scheme is available for viewing on request. If you have any difficulties calculating charges or require a quote for an **individual charge** as your particular work is not in tables A, B or C please call into the office, email (building.control@hartlepool.gov.uk) or Telephone direct **01429 523289**

**TABLE D
NON - DOMESTIC EXTENSIONS AND NEW BUILD**

ASSEMBLY AND RECREATION AND OTHER RESIDENTIAL (INSTITUTIONAL AND OTHER) BUILDING (i.e. Museums, schools, surgeries, hospital, nursing home etc)

| Category / Description | Regularisation charge £ |
|--|-------------------------|
| 1. floor area not exceeding 10m ² | 950 |
| 2. floor area exceeding 10m ² but not exceeding 40m ² | 1,150 |
| 3. floor area exceeding 40m ² but not exceeding 100m ² | 1,330 |
| 4. floor area not exceeding 200m ² | 1,480 |

INDUSTRIAL AND STORAGE (i.e. factories, storage buildings etc)

| | |
|--|-----|
| 5. floor area not exceeding 10m ² | 370 |
| 6. floor area exceeding 10m ² but not exceeding 40m ² | 460 |
| 7. floor area exceeding 40m ² but not exceeding 100m ² | 510 |
| 8. floor area not exceeding 200m ² | 570 |

ALL OTHER USE CLASSES (i.e. Office, Shop and commercial etc)

| | |
|---|-------|
| 9. floor area not exceeding 10m ² | 640 |
| 10. floor area exceeding 10m ² but not exceeding 40m ² | 790 |
| 11. floor area exceeding 40m ² but not exceeding 100m ² | 900 |
| 12. floor area not exceeding 200m ² | 1,010 |

Additional notes

- The amount of time to carry out the Building Control function varies dependent upon the different use categories of building. The amount of time to check and inspect a building used for industrial and storage use is usually less than that for other use classes.
- For more detailed use class descriptions please see over page.
- If your work does not match any of the descriptions an individually determined charge will be required. Please contact Hartlepool Building Control.

Use categories of buildings (table D)

Various use classes of the Building Regulations are explained as follows however for a full description see Approved document B Volume 2 table D1.

'Assembly and Recreational building' - includes such as bingo halls, casinos, dance halls, conference, exhibition and leisure centre's, museums, art galleries, theatres, cinemas, concert halls, educational establishments, dancing schools, gymnasia, swimming pool buildings, riding schools, skating rinks, sports pavilions and stadia, law courts; churches and other buildings of worship, public libraries non-residential day centre's, clinics, health centre's and surgeries and public toilets.

'Other Residential (Institutional and Other Residential) building' - includes such as a hospital, home, school or other similar establishment used as living accommodation for, or for the treatment, care or maintenance of persons suffering from disabilities due to illness or old age or other physical or mental incapacity, or under the age of 5 years, or place of lawful detention, where such persons sleep on the premises, hotel, boarding house, residential college, hall of residence, hostel and any other residential purpose not described above

'Industrial and storage building' - includes factories and other premises used for manufacturing, altering, repairing, cleaning, washing, breaking-up, adapting or processing any article; generating power or slaughtering livestock, storage or deposit of goods or materials, car parks designed to admit and accommodate only cars, motorcycles and passenger or light goods vehicles weighing no more than 2500kg gross.

'All other use classes' include - 'Office' - Offices or premises used for the purpose of administration, clerical work, drawing, police and fire and rescue service work banking and building society work, communications including postal, telegraph and radio communications. **Shop and Commercial** - Shops or premises used for a retail trade or business (including the sale to members of the public of food or drink for immediate consumption and retail by auction, self-selection and over-the-counter wholesale trading and premises to which the public is invited to deliver or collect goods in connection with their hire repair or other treatment.

**TABLE E
NON - DOMESTIC ALTERATIONS**

| Category / Description | | Regularisation charge £ |
|------------------------|--|-------------------------|
| 1 | Window / door replacement (including shop fronts) | |
| 1a | up to 20 windows / doors | 280 |
| 1b | over 20 up to 50 windows / doors | 400 |
| 2 | Renovation of a thermal element – Estimated cost of works of: | |
| 2a | up to £50,000 | 600 |
| 2b | over £50,000 up to £100,000 | 800 |
| 3 | New mezzanine floor up 100m² floor area | 360 |
| 4 | Office or shop fit out based on internal floor area m² | |
| 4a | up to 100m ² | 350 |
| 4b | over 100m ² up to 500m ² | 600 |
| 4c | over 500m ² up to 1000m ² | 800 |
| 5 | Alterations not described elsewhere (incl. structural alterations, installation of controlled fittings etc) | |
| 5a | Estimated cost of work up to £1,000 | 180 |
| 5b | Estimated cost over £1,000 up to £5,000 | 300 |
| 5c | Estimated cost over £5,000 up to £15,000 | 500 |
| 5d | Estimated cost over £15,000 up to £25,000 | 520 |

Additional notes

- A charge of £100 + VAT will be payable where there are no associated substantive building works required to change the use of the building – this charge can be discounted from any application received when substantive works are required as part of the change of use. This charge does not apply in relation to a building used for residential purposes that is altered to create more or fewer dwellings.
- If your work does not match any of the descriptions an individually determined charge will be required Please contact Hartlepool Building Control.