

## Implications of the Community Infrastructure Levy (CIL) on Self Build and Custom Build Projects in West Dorset, Weymouth & Portland

In West Dorset and Weymouth & Portland the adopted charging schedules apply a CIL rate on proposals that create a dwelling and/or a dwelling with restricted holiday use. As a result any dwellings built as a self build or custom build project will be liable to a CIL charge. The charges in the three geographic areas are:

- West Dorset - £100 per square metres
- Weymouth - £93 per square metres
- Portland - £80 per square metres

### CIL self-build exemption

Relief from the CIL charge is available through the self build exemption. Anybody who is building their own home or has commissioned a home can claim the self build exemption. Individuals claiming the exemption must own and occupy the property as their principle residence for a minimum period of three years after the dwelling is completed.

Applicants can apply for self build relief at any point as long as the development has not commenced. If the applicants personal circumstances change and they want to sell the property before the three occupancy limit expires, they can do so, but the CIL charge will then become payable in full.

### Procedure for claiming self-build relief

Applicants who wish to apply for relief must follow the steps below before they commence any development:

- [Assumption of liability form](#) & [Transfer of assumed liability form](#) - by completing the assumption of liability form or if the original levy liability is in the name of a developer by completing a transfer of assumed liability form.
- [Self build exemption claim form part 1](#) – the applicant must certify that the development proposal will meet the criteria to qualify as a self build development by completing this form. Once we receive a claim for self build relief, we will confirm the amount of exemption being granted as soon as is practicable. Development must not commence until we have notified the applicant that the claim for relief has been accepted, or the levy charge will become payable in full.

- [Commencement notice](#) - before beginning work on site, the applicant must complete a Commencement Notice to advise us of the date they intend to start work on site. If an applicant starts development without submitting a commencement notice the levy charge will become payable in full.
- [Self build exemption claim form part 2](#) – within six months of completing the dwelling the applicant must complete and submit this form and provide the additional supporting evidence to confirm that the project is self build. If the supporting evidence is not provided within the six month period the levy charge will become payable in full.

The supporting evidence required is:

1. Proof of the date of completion – a copy of the building completion or compliance certificate for the home issued by Building Control.
2. Proof of ownership – a copy of the title deeds (freehold or leasehold).
3. Proof of occupation of the dwelling as the applicant's principle residence – a Council Tax certificate – and two further proofs of occupation of the home as a principle residence (a utility bill or bank statement or confirmation that the applicant is on the local electoral roll)

In addition to the above, applicants must also provide a copy of one of the following:

1. An approved claim from HM Revenue and Customs under VAT431NB: VAT refunds for DIY housebuilders': or
2. A specialist Self Build Warranty: or
3. An approved Self Build Mortgage from a bank or building society.

The CIL charge will be added to the land charge register and will appear on any 'search' a potential buyer carries out regarding the property. It will remain on the register until the three year time limit, following submission of self build claim form part 2 and supporting evidence, has expired.

### **What about the self-build exemption on multi-unit sites?**

Where the development proposals are for a multi-unit scheme, for example where a builder sells serviced plots or a community group works with a developer, applicants can consider applying for a phased planning permission. This would allow each plot to be treated as a separate chargeable development.

This would prevent the problem of payment of the charge being triggered on all plots when work beginning on the first dwelling. This ensures that if a disqualifying event happens on one plot, it would not trigger a requirement for all plots to pay back the exemption.

Detailed, hybrid and outline permissions can be treated as phased developments for the purposes of the levy. It is important that applicants make it clear when submitting their planning application that they want a phased planning permission for a multi-unit scheme.

### **Further information**

[Planning Practice Guidance - self build exemption](#)

About the CIL process - [West Dorset, Weymouth & Portland CIL guidance note](#)