

SUNDERLAND CITY COUNCIL BUILDING CONTROL SERVICE

BUILDING REGULATION CHARGES – GUIDANCE NOTE 2

DOMESTIC EXTENSIONS and ALTERATIONS

With effect from 3rd February 2025

PRINCIPLES OF THE CHARGING SCHEME

Charges are payable for the following functions:

- (a) the passing or rejection of plans of proposed building work which has been deposited with the council 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 council in accordance with the Building Regulation 2010 (as amended) and with section 16 of the Building Act 1984 (as amended);
- (c) the consideration of a building notice, which has been given to the council in accordance with the Building Regulations 2010 (as amended);
- (d) the consideration of building work reverting to the council under the Building (Approved Inspectors etc.) Regulations 2010 (as amended);
- (e) the consideration of a regularisation application submitted to the council under regulation 18 of the Building Regulations 2010 (as amended).
- (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; 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) the charge is payable by any person requesting advice for which a charge may be made.

The charges for the prescribed function are divided into Full Plans Application, Building Notice and Regularisation Charges.

Please make payment by debit card, credit card or by cheque (made payable to **Sunderland City Council**).

- **Full Plans** – The full plan charge is deposited upon submission of a Full Plans application to the Authority unless a plan fee charge schedule is requested by the applicant. Please refer to Tables 2 & 3.
- **Building Notice** - The charge must be paid when the notice is submitted to the Authority. Please refer to Tables 2 & 3.
- **Regularisation Charge** - This is 150% of the Excl VAT Building Notice charge and must be paid when the application is submitted to the Authority. Please refer to Tables 2 & 3.
- **Inspection Charge** – An inspection charge may be required if only an agreed plan charge fee has been paid upon submission of a full plans application as requested by the applicant. The balance payment for the cost of the service, is 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.

As of 2nd October 2023 we request that all fees are payable in full upon submission of a Building Regulations application unless a separate plan charge and inspection charge is requested by the applicant.

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

This information sheet is for guidance only. All charges specified are derived from the current Scheme of Charges prepared by the Authority to which reference may be made if clarification is required, as it contains full details of the scheme and the provisions of The Building (Local Authority Charges) Regulations 2010. 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** – majority of charges for this type of work are standard charges and are listed in the tables below.
- **Individually Determined Charges** apply in the following situations:
 - Multiple types of extension and alteration;
 - Reversions
 - 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

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** – where an existing dwelling that is, or is to be, occupied by a disabled person as a permanent residence is to be altered, and where the whole of the building work is solely for the benefit of a disabled person – charges may not apply. However due to the complexity of the regulations giving exemption please contact Building Control directly to seek further clarification.
- **Floor Area** – the total floor area of any building or extension is the total of the floor area of all the storeys which comprise that building or extension.
- **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.
- **Extension + Alteration** - Where an application consists of an extension to property and work covering other alterations – an additional fee will be required estimated on the total cost of the additional works.
- **Replacement Glazing** –If the replacement glazing is applicable to more than one property in the same ownership and locality please contact Building Control for a competitive quote.
- **To resolve an outstanding case and issue a Completion Certificate** where 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. Where a Building Regulation application is withdrawn after a plan assessment and/or site visit has been carried out any refund will be at the discretion of the Council and on an individually determined basis.

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

The 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 and/or the duration of the building work from commencement to completion does not exceed 12 months.

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: **Sunderland City Council**
Building Control
City Hall
Plater Way
Sunderland
SR1 3AA

Tel: 0191 561 1550
Email: buildingcontrol@sunderland.gov.uk
Website: www.sunderland.gov.uk



Table 2 DOMESTIC EXTENSIONS

Category	Description	Full Plans Charge		Building Notice Charge		Regularisation Charge
		Excluding VAT	Including VAT	Excluding VAT	Including VAT	No VAT
1	Single Storey extension area not exceeding 5m ²	£500.00	£600.00	£500.00	£600.00	£750.00
2	Single Storey extension exceeding 5m ² but not exceeding 40m ²	£700.00	£840.00	£700.00	£840.00	£1,050.00
3	Single Storey extension exceeding 40m ² but not 100m ²	£900.00	£1,080.00	£900.00	£1,080.00	£1,350.00
4	Two Storey Extension not exceeding 200m ²	£900.00	£1,080.00	£900.00	£1,080.00	£1,350.00
5	Loft Conversion	£800.00	£960.00	£800.00	£960.00	£1,200.00
6	Erection or extension of a non exempt detached or attached domestic garage or car port up to 100m ²	£400.00	£480.00	£400.00	£480.00	£600.00
7	Conversion of a garage to a dwelling to a habitable room	£400.00	£480.00	£400.00	£480.00	£600.00
8	Alterations to extend or create a basement up to 100m ²	£800.00	£960.00	£800.00	£960.00	£1,200.00

* If controllable electrical work is not carried out by a person qualified to inspect and test the installation in accordance with BS 7671, an additional charge of £800.12 + VAT will be incurred by the applicant to cover the costs of the Council or its appointed consultant carrying out the completion inspection and testing of the electrical installation.

A Part P Registered Electrician is a qualified electrician who also has the necessary Building Regulations knowledge to enable his accreditation body to certify his work.

* If controllable electrical work is not carried out by a person qualified to inspect and test the installation in acc. with BS 7671, or in the case of heat producing appliances a person competent to provide a completed commissioning checklist, an additional charge of £800.12 + 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.

** Regularisation Charge is 150% of the net. Building notice charge and the additional charge ($£800.12 \times 150\% = £1,200.18$) exclusive of vat.

Table 3 DOMESTIC ALTERATIONS

Category	Description	Basis of Charge	Full Plans Charge		Building Notice Charge		Regularisation Charge
			Excluding VAT	Including VAT	Excluding VAT	Including VAT	No VAT
1	Underpinning	Fixed Price	£500.00	£600.00	£500.00	£600.00	£750.00
2	Renovation of a Thermal Element	Fixed Price	£300.00	£360.00	£300.00	£360.00	£450.00
3	Internal Alterations Including Structural alterations, Installation of fittings (not electrical)	Estimated cost less than £2,000			£200.00	£240.00	£300.00
		Estimated cost exceeding £2,001 up to £5,000	£300.00	£360.00	£300.00	£360.00	£450.00
		Estimated cost exceeding £5,001 up to £10,000	£500.00	£600.00	£500.00	£600.00	£750.00
		Estimated cost exceeding £10,001 up to £25,000	£700.00	£840.00	£700.00	£840.00	£1,050.00
		Estimated cost exceeding £25,000 up to £50,000	£1,200.00	£1,440.00	£1,200.00	£1,440.00	£1,800.00
4	Window Replacement (Not Competent Persons Scheme)	Per Installation up to 20 windows			£200.00	£240.00	£300.00
		Per installation over 20 windows			£300.00	£360.00	£450.00
5	Electrical Work (Not Competent Persons Scheme)	All Electrical work including rewiring a dwelling			£800.12	£960.14	£1,200.18

6.	Installation of Heating or Micro-Generation equipment	Fixed Price	£200.00	£240.00	£200.00	£240.00	£300.00
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