

## SUNDERLAND CITY COUNCIL BUILDING CONTROL SERVICE

### **BUILDING REGULATION CHARGES – GUIDANCE NOTE 3 NON-DOMESTIC NEW BUILD, EXTENSIONS AND ALTERATIONS**

With effect from 2nd October 2023

#### **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 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 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 4 & 5.
- **Building Notice** - The charge must be paid when the notice is submitted to the Authority. Please refer to Tables 4 & 5.
- **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 4 & 5.
- **Inspection Charge** – An inspection charge may be required if 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. 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 and/or the duration of the building work from commencement to completion does not exceed 12 months.
- Individually Determined Charge – for larger/ more complex schemes including:
  - Reversions
  - Building work in relation to more than one building
  - Non -Domestic Extensions/ New Builds over 100m<sup>2</sup>
  - All other building work to a Non-Domestic Building with an Estimated Cost in excess of £20,000
  - Multiple Extensions/ Alterations to a Non-Domestic building.
  - Building work consisting of installation of over 20 windows in a Non-Domestic Building.

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 convenience of disabled persons.
- 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.

If your Building Regulation application requires an individually determined charge – please contact the 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: **Sunderland City Council**  
**Building Control**  
**City Hall**  
**Plater Way**  
**SR1 3AA**

Tel: 0191 561 1550  
Email: [buildingcontrol@sunderland.gov.uk](mailto:buildingcontrol@sunderland.gov.uk)  
Website: [www.sunderland.gov.uk](http://www.sunderland.gov.uk)



**Table 4 OTHER, NON DOMESTIC WORK - EXTENSIONS AND NEW BUILD**

<b>Floor area not exceeding 10<sup>2</sup></b>	<b>Excluding VAT</b>	<b>Plan Charge including VAT</b>	<b>Regularisation Charge</b>
Other residential	£760.32	<b>£912.38</b>	<b>£1,173.60</b>
Assembly and Recreation	£760.32	<b>£912.38</b>	<b>£1,173.60</b>
Industrial and Storage	£760.32	<b>£912.38</b>	<b>£1,173.60</b>
All other Use Classes	£760.32	<b>£912.38</b>	<b>£1,173.60</b>
<b>Floor area exceeding 10<sup>2</sup>m but not 40<sup>2</sup>m</b>			
Other residential	£855.36	<b>£1,026.43</b>	<b>£1,283.04</b>
Assembly and Recreation	£950.40	<b>£1,140.48</b>	<b>£1,425.60</b>
Industrial and Storage	£855.36	<b>£1,026.43</b>	<b>£1,283.40</b>
All other Use Classes	£1,140.48	<b>£1,368.58</b>	<b>£1,710.72</b>
<b>Floor area exceeding 40<sup>2</sup>m but not 100<sup>2</sup>m</b>			
Other residential	£1,235.52	<b>£1,482.62</b>	<b>£1,853.28</b>
Assembly and Recreation	£1,425.60	<b>£1,710.72</b>	<b>£2,138.40</b>
Industrial and Storage	£1,045.44	<b>£1,254.53</b>	<b>£1,568.16</b>
All other Use Classes	£1,235.52	<b>£1,482.62</b>	<b>£1,853.28</b>

**Table 5 ALL OTHER NON DOMESTIC WORK – ALTERATIONS**

Category of work	Estimated Cost of work	Plan Charge		Building Notice Charge		Regularisation Charge
		Excluding VAT	Including VAT	Excluding VAT	Including VAT	
Alterations Including: Structural Alterations, installation of controlled fittings, shop fronts, office /shop fit outs, Mezzanine floors, renovation of a thermal element etc.	£0 – £4,999	£380.16	<b>£456.19</b>	£380.16	<b>£456.19</b>	<b>£570.24</b>
	£5,000 – £9,999	£475.20	<b>£570.24</b>	£475.20	<b>£570.24</b>	<b>£712.80</b>
	£10,000 – £19,999	£665.28	<b>798.34</b>	£665.28	<b>£798.34</b>	<b>£997.92</b>

For projects with an Estimated Cost more than £20,000 please contact the Building Control team to discuss the relevant charge.