



BUILDING STANDARDS ASSESSMENT SERVICE

Ref:
Fee:
Date Paid:
Receipt No:
Decision:

Building (Scotland) Act 2003 Building (Scotland) Regulations 2004 Regulation 5, Schedule 3

The Building Standards Assessment is a non-statutory service designed to confirm to property owners that the work they propose or have carried out to their property satisfies the Building Regulations. The service is provided on two levels.

WORKS NOT CARRIED OUT

On appropriate information being received, a full desktop assessment of the proposals to determine compliance with the Building Regulations will be carried out. A letter will be issued confirming that no building warrant is required and the proposals show compliance.

WORK CARRIED OUT

On the appropriate information being received a full desktop assessment of the proposed work for compliance with Building Regulations will be carried out. A full site inspection of the work will be carried out with a letter being issued confirming work did not require a building warrant and complies with Building Regulations.

1. Applicant	
Name :	
Address :	
.....	
Post Code :	Tel No :
Fax No :	E-mail :

2. Duly Authorised Agent (if any)	
Name :	
Address :	
.....	
Post Code :	Tel No :
Fax No :	E-mail :

3. Owner (if different from applicant) (see note 1)	
Name :	
Address :	
.....	
Post Code :	Tel No :
Fax No :	E-mail :

4. Location of building or site to which this enquiry relates	
Address :	
.....	
Post Code (if known) :	

5. Proposed work

Please give brief description of work, and state whether it is to construct (erect, extend, or alter) and/or convert; provide services, fitting or equipment; or demolish :

.....
.....
.....

If you have not provided appropriate drawings or other information which **fully** outlines the work being proposed you must provide details of your proposals below. Please note we may seek additional information to allow us to fully determine the extent of the work and whether compliance is achieved.

6. Service required

If the work has not commenced and confirmation required that proposals meet the relevant Building Regulations.

 Y N

If the work has commenced or has been completed and confirmation required that proposals meet the relevant Building Regulations

 Y N

7. Estimated value of works

For details of fees payable please see the Notes Section of this form.

8. Estimated value of works

£

(Please note that the verifier may seek evidence for this figure, and make comparisons with established independent indices of building costs).

9. State of work

Has the work which is the subject of this enquiry already started or has been completed? (see note 7)

YES / NO*

10. Declaration

I/We* declare :

- 1. that work the subject of this enquiry will be carried out in accordance with the Building Regulations, and in accordance with any necessary accompanying information (drawings, technical information or other appropriate information);
- 2. I am/we* are the owner of the building/that the owner of the building is aware of this application*;

Data Protection Act 1998 – The information on this form will be held in the Planning Register to which public access is required. The data may also be made available to members of the public via the Council website and the Weekly List of planning applications and decisions

Signed :
(applicant/duly authorised agent*)(see Note 9)

Dated :

*Delete as appropriate

Address to which you should send this application

Any enquiries about this application should be addressed to Angus Council, Infrastructure Services, Planning & Transport Division, Building Standards Section, County Buildings, Market Street, Forfar, DD8 3LG. Telephone No. 01307-461460, Fax No. 01307-461895.

NOTES

The Building (Scotland) Regulations 2004 and associated Technical Handbooks can be viewed and downloaded from the SBSA website free of charge. Please visit www.sbsa.gov.uk

WARNING – Your proposals may not require building warrant approval but that does not exempt you from obtaining other types of permission that may be necessary, such as planning permission or listed building consent. Consult the relevant Division of the Council to obtain advice.