**FORM LCB**

Ref No ………………….

Fee Paid ……………….

**FALKIRK COUNCIL**

PLACE SERVICES

BUILDING STANDARDS

**REQUEST FOR INSPECTION**

**WITH RESPECT TO BUILDING WORKS WITHOUT STATUTORY CONSENT**

|  |  |  |
| --- | --- | --- |
| **1. APPLICANT**  **2. OWNER** (if different)  Name: ……………………………………… Name: ………………………………………  Address: …………………………………… Address: ……………………………………  ………………………………………………. …...………………………………………….  Contact Tel. No. …………………….……. Contact Tel. No. …………………….…….  e-mail address ……………………………. e-mail address ……………………………. |  |  |
| **3. AGENT** (if applicable)  Name: ………………………………………………………………………………………….….  Address………………………………………………………… Post Code ...……………....  Tel. No. ………………. Fax No. ……………… e-mail address ……………………………....  **4. ADDRESS OF PREMISES** (including flat position where applicable)  Address: …………………………………………………………………………………………….  …………………………………………………………………….... Post Code ………...….….. |  |  |
| 5. SPECIFIC DETAILS AND NATURE OF WORKS COMPLETED ………..………………………………………………………………………………………….  …………………………………………………………………………………………………….  …………………………………………………………………………………………………….  ……………………………… ESTIMATED COST OF WORKS: …….......…………. |  |  |
| 6. DATE WORKS COMPLETED (If date is unknown, please estimate, must be prior to 1st May 2005). .……./…..…/…….. |  |  |

## DECLARATION

I/We request the Local Authority to inspect the works at the above address, and satisfy themselves that the work has been carried out in a way that ensures the health and safety of the occupiers.

I/We agree to expose any necessary elements of the works for inspection

I/We agree that if any information provided is found to be false, any letter issued will be rendered void.

**Signed** (Applicant/Agent) ……………………………………. Date …………………………..

NOTES

1. An inspection of the works may result in statutory action being taken
2. Remedial works may require to be undertaken by the applicant prior to confirmation that statutory action will not be taken
3. The estimated Cost of Works may be challenged. Additional visits if required may incur separate/additional fees.
4. The extent of the works may require drawings to be submitted and processed at the applicant’s expense.

**OFFICE USE ONLY**

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| --- | --- |
| AC…….... BSS………. DATE ALLOCATED……../……. /…….  WORKS COMPLETED ON: ………./………/…….. DESCRIPTION OF WORKS:  Plan Attached  ………………………………………………………  ………………………………………………………  ……………………………………………………… STATUS: ……../……/…../…../…../….. | RECEIPT DETAILS |

# INSPECTION

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| --- | --- |
| Inspection Date | Details |
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**OBJECTIONS**

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| Ref. | Obj. | Details | Date Cleared |
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All works completed ……………………………….. Date ………………

Fee applicable is **£255.20 + Additional Fee** based on estimated cost of works in accordance with standard fee scales [(see table of fees)](https://www.falkirk.gov.uk/services/planning-building/building-standards/docs/fees/Table%20of%20fees.docx?v=202403281433). Please note the estimated fee may be challenged.

Completed application forms should be emailed along with Layout Plans highlighting unauthorised works, to: [buildingstandards@falkirk.gov.uk](mailto:buildingstandards@falkirk.gov.uk)

Payment can be made online at [Planning & Building Standards Payments](https://www.falkirk.gov.uk/do-it-today/pay/planning-building.aspx) April 2024