

23 December 2020

Peter Alford Architect
19 Tipperwell Way
Howgate
Penicuik
EH26 8QP

Dear Sir/Madam

Building (Scotland) Act 2003 Former Howgate Restaurant, Penicuik, EH26 8PY

Your application for building warrant approval has been granted and I enclose the building warrant pack, which includes the building warrant, a copy of the stamped approved plan(s) and the Construction Compliance and Notification Plan (CCNP).

- **Note for agents:** Please ensure the building warrant pack is forwarded on to your client (the applicant).

What happens next?

Now that the approval has been granted, **the work can start.**

- 1) If you or your builder will oversee the work on site and obtain a completion certificate, you or your builder should communicate with us.
- 2) If your agent will oversee the work on site and to obtain a completion certificate for you, your agent should communicate with us on your behalf.

Inspections

Important information about inspections and completion is on your CCNP.

Your CCNP tells you the key stages of work on your building project that need to be inspected by Midlothian Building Standards.

The CCNP also lists the documents you need to submit when the work is complete.

You, your builder or your agent should notify us when **each key stage listed in your CCNP** is ready to be inspected on site:

- 1) Notifications can be by telephone, email or letter (contact details are on your CCNP).

Our Ref: 20/00466/BNCO7
Tel: 0131 271 3357
Fax: 0131 271 3537
Admin Ref: LW
Doc Ref: BW erect/alter/extend

**For further information on Building Standards, please visit our website at:
www.midlothian.gov.uk/buildingstandards**



- 2) The first notification we require is when the work starts on site. Please submit start of works notice within 7 days of the date on which work starts on site.
- 3) The notification for each key stage on your CCNP should give us enough time to undertake an inspection of that key stage, before work progresses beyond that key stage. If works progress past any listed key stage, a disruptive inspection may be required (at your cost).
- 4) Drainage tests/inspections can be arranged by contacting us, giving at least 48 hours notice. Where a connection to the public sewer is required, a permit must be obtained from Scottish Water (telephone 0845 601 8855, web address www.scottishwater.co.uk).
- 5) Please bear in mind that we are not responsible for supervising your builders or checking workmanship. Supervision of the work is your responsibility. If you feel unable to manage site supervision, or if the standard of work does not meet your requirements, you should seek the help of a building professional (for example, your agent if you employed one), who can act as your clerk of works.

Completion

Once all the work is complete and complies with Building Regulations, a Completion Certificate Submission form should be submitted to us. Any supporting documents listed in your CCNP should also be submitted at the same time (please do not submit your Completion Certificate Submission without enclosing **all** the required supporting documents).

If your approval was an electronic one, your completion submission should be via the national [eBuilding Standards portal](#) (your agent can help you with this).

We will then arrange a completion inspection. After the completion inspection, we will accept (if the work complies) or reject (if the work does not comply) your completion submission.

Getting more information

Building Standards can sometimes appear to be quite technical and our documents include legal wording that the Building (Scotland) Act 2003 requires us to use. If you are unfamiliar with Building Standards, these 3 simple guides are available on our website (www.midlothian.gov.uk/buildingstandards):

- 1) [Building warrants - the basic process](#)
- 2) [Inspections - the basic process](#)
- 3) [Completion - the basic process](#)

Yours faithfully



Craig Walker
Building Standards Surveyor
craig.walker@midlothian.gov.uk

Midlothian Council

Fairfield House
8 Lothian Road
Dalkeith
EH22 3ZN

Place Directorate

Kevin Anderson
Executive Director - Place

Reference No. 20/00466/BNCO7

Building Warrant**Building (Scotland) Act 2003****Warrant under section 9 for work subject to building regulations**

This warrant is granted by Midlothian Council under the Building (Scotland) Act 2003 in connection with the following application:

Application received:	30 October 2020
Decision Date:	23 December 2020
Applicant:	NCH Properties Mr Cameron Nigel Hogg, 87 Hillhead Road, Edinburgh EH4 7AB
Agent:	Peter Alford Architect 19 Tipperwell Way, Howgate, Penicuik, EH26 8QP
Location:	Former Howgate Restaurant, Penicuik, EH26 8PY
Works subject to approval:	Alter, partially demolish, erect gable walls and convert former restaurant to form 2No separate shell buildings for future development

Conditions

The following conditions apply:-

That the work will be carried out as described in the building warrant and in accordance with building regulations and that nothing in any drawing, specification or other information submitted with the application indicates that the building when constructed will fail to comply with building regulations.

Continuing requirements

The following continuing requirements apply:-

Provision of Regulation: Regulation 9, Section 6 – Energy

The building shall not be used for any purpose, other than for finishing the building work, until:

1. a building warrant is granted for the fit out, and
2. a completion certificate accepted or permission for temporary occupation approved for the fit out.

Security matters

The following security matters apply:- N/A

A copy of the agreed plans are returned.

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For Midlothian Council

23 December 2020

Notes

1. It should be noted that where the owner is not the applicant, then the verifier will notify the owner of the grant of the building warrant as is required in terms of section 9(7)b of the Building (Scotland) Act 2003.

Important notices

- (a) This building warrant is valid for 3 years. A completion certificate must be submitted when the work is complete. If a completion certificate is not accepted within that period, an Extension of Period of Validity of Building Warrant must be applied for before the original expiry date. For demolitions, an extension must be applied for if the period for demolition specified on the warrant will not end within the 3 year period.**
- (b) The verifier must be notified:**
- A. of the date on which work is commenced within 7 days of such date,**
 - B. when any drain has been laid and is ready for inspection or test (unless this work is covered by a certificate of construction),**
 - C. when a drain track has been in-filled and the drainage system is ready for a second inspection or test (unless this work is covered by a certificate of construction),**
 - D. of the date of completion of such other stages as the verifier may require, and**
 - E. of the intention to use an approved certifier of construction.**

Above must be notification in writing, other notifications are at the verifier's discretion.

WARNING

A building warrant does not exempt you from obtaining other types of permission that may be necessary such as planning permission or listed building consent. Consult the local authority if in doubt.

It is an offence to use or occupy the building(s) before obtaining acceptance of a completion certificate, unless the work is alteration only.

Supervision of the building operations referred to in a building warrant is not the responsibility of this Authority. Applicants are advised to seek independent professional advice.