



COMHAIRLE NAN EILEAN SIAR

APPLICATION FOR THE ERECTION AND USE OF A RAISED STRUCTURE THE CIVIC GOVERNMENT (SCOTLAND) ACT 1982: SECTION 89

1. Applicant

Name Tel. No:
Address Mobile
.....Post Code..... E-mail:

2. Duly Authorised Agent (if any)

Name Tel. No:
Address Mobile
.....Post Code..... E-mail:

3. Address and location of raised structure

.....

4. Title and brief description of event

.....

5. Nature and use of structure, (e.g. stage, seating for public etc)

.....

6. What is the maximum number of persons to be accommodated in or on the raised structure?

.....

7. Period of time which the raised structure will be erected (excluding erection & dismantling time)

From To No. of Days

8. Date(s) of actual event

9. Date & time raised structure will be available for final inspection prior to use (Refer to Guidance Notes)

Date Time

Declaration

I/We hereby make application for permission to erect a raised structure in the above terms and certify that the information given is true and correct.

I/We understand that the raised structure must not be used until such times as Permission to Use is issued by Legal Services/Building Standards/Environmental Health on behalf of the Comhairle.

I enclose fee of £55.00

Signature of Applicant (or Agent) Date

IMPORTANT THIS APPLICATION FORM MUST BE RETURNED AT LEAST 14 DAYS PRIOR TO USING THE RAISED STRUCTURE

see overleaf for guidance notes:

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Guidance Notes

1. *General*

The application must be submitted, as far in advance as possible, and not less than 14 days prior to the event. If the structure is to remain in place for a period of more than 28 days in any 12 month period you will be required to apply for a Building Warrant.

2. *Design Documentation*

This application should be accompanied by sufficient plans and other documentation to enable the basis of the design to be conveyed and clearly understood and the design criteria to be verified.

You should provide three copies of plans, drawn to a suitable scale and showing the following information, where applicable:

- size and type of materials used in the structure;
- details of escape routes, if appropriate;
- the position of exit signs and lighting;
- details of balustrades;
- rise, pitch and going of stairs;
- type of seats (if any) which are used, i.e. permanently fixed or tip-up;
- the nature of the surface on which the raised structure is to be sited and, if necessary, the bearing capacity of the surface;
- full details of any provision for access for people with disabilities.

3. *Pre-event Inspection and Sign-off*

Prior to the event evidence must be provided that an inspection of the temporary structure has been carried out by a competent person and a 'sign-off' statement provided to Building Standards. This should confirm that independent erection checks have been carried out and the structure has been erected in accordance with the design drawings and documentation. The local authority may, depending on the scale of the work, require that pre-event checks are carried out by a suitably qualified civil or structural engineer.

An example of a self-check sign-off certificate is given in the Appendix to this form. A copy of this form should be lodged* for approval with the local authority prior to the final inspection.

4. *Fee*

The current fee for an application for the erection and use of a raised structure is £55.00

Note

*This will not be required for some smaller raised structures.