

Welcome to eBuilding Standards Scotland

- Submit building standards applications to your local authority.
- Share proposal information with others

 [Download User Guide PDF](#) (820Kb, requires Adobe Reader)

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Create an Account



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Getting Started

The site is free to use and is managed by the Scottish Government in partnership with all Scottish local authorities.

It provides an easy-to-use way for you to complete and send in building standards applications and other permission needed under building standards law. It also allows you to attach relevant documents and pay the application fee electronically.

The site guides you through the process, and your application is much more likely to be valid when it is received and checked by the local authority. This will also speed up the process.

Creating an Account

First you will need to **create an account**. There is no charge for this and only you can use the information you provide. You will be asked to confirm your email address. You will need this to access your account later. TEST TEXT

Creating your proposal

After you have created your account and logged, in you can begin preparing your proposal. Follow the simple process which involves:

General Public

It doesn't take long to understand what you need to do to send in your application form correctly. Starting the process using your online account will allow you to complete your application in simple steps.

You can save your application at any time and return to it later to finish it. You can correct any mistakes without the need to start again with a new form. You can also share access to your proposal with people you may want to help you, for example, a surveyor, architect and so on.

Professional Users

Sending in your applications electronically saves time and money.

Our consultants estimate that, on average, eplanning will save people applying £241 for every application provided online. This includes freeing up time for other work and quicker decisions because of being able to email and process them more quickly.

Professional users often manage a collection of proposals with a number of colleagues and often on behalf of clients. eBuilding Standards Scotland provides advanced features to manage those tasks. Colleagues can share access with each other so that each can contribute to filling in an application. Agents can allow clients to view the application and if they want, send it in and pay for the completed application.

Professional users can register an organisation, which allows them to share access and make the most of the extra features of the site.

Creating a New Proposal

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Other Sites

e Development.scot

e Planning.scot

Create a New Proposal - Step 1 of 5

This page shows the site location information selected or provided.

Confirm Address ?

Please confirm that the details below are the correct location of the site.

| | |
|-----------------|---|
| Postal Address: | Almondvale Business Park, 3 Almondvale Way, Almondvale, Livingston, EH54 6GA. |
| Easting: | 304509.76 |
| Northing: | 666120.39 |

If this is your address but there is a minor error please [report it](#)

Refine Search

Confirm Address

Selecting a Form

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 Development.scot

 Planning.scot

Create a New Proposal - Step 4 of 5

 [User Guide](#) |  [Authority Contact Details](#)

This page lists the forms that can be added to the proposal.

Online Forms

Please select any forms that you wish to submit with your proposal. If you have come to this page from the Which Form? Wizard or created the proposal by starting in the wizard then any forms that were suggested as **required** have been pre-selected. Forms considered as probable suggestions are not pre-selected.

Application for Building Warrant

This form is used to apply for a building warrant to construct (erect, extend or alter), demolish or convert a building or to provide services, fittings or equipment in or in connection with a building.

Application for Amendment of Building Warrant

This form is used to amend the proposals indicated in the original building warrant. It may also be used to submit information in relation to a staged building warrant application.

Notice of Intention To Use An Approved Certifier of Construction

This form is used where you want to notify the local authority that a Scottish Government Approved Certifier of Construction will be carrying out an aspect of the construction work.

Notice Regarding Start of Work

This form is used to inform the local authority of the date that the work will start/has started.

Notice of Work Stages Complete

This form is used to inform the local authority of the completion of particular stages of work as identified in the building warrant or Construction Compliance Notification Plan (CCNP).

Completion Certificate

This form is used to confirm that the work associated with a building warrant has been carried out in accordance with the relevant building warrant and complies with the building regulations.

Additional Supporting Documents

This form is used to submit documentation/information in relation to a previously submitted form. For example, submitting revised drawings for a building warrant not yet granted.

Application for Temporary Occupation or Use

This form is used to apply for permission to occupy or use a building before a Completion Certificate has been accepted by the local authority.

Application to Extend Period of Validity of Building Warrant

Application for Building Warrant: Application Summary

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[Development.scot](#)

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Application Summary

Application for Building Warrant

The following items must be completed before you can submit your application. Your progress is saved at each step.

Online Reference: 100006044-001

| Item | Status |
|--------------------------|--------------|
| Main Details | ✗ incomplete |
| Block/Location Plan | ✗ incomplete |
| Supporting Documentation | ✗ incomplete |
| Email Notification | ✗ incomplete |
| Checklist | ✗ incomplete |
| Declaration | ✗ incomplete |
| Fee | ✗ incomplete |

No fee has been entered

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Local Authority

West Lothian Council

Civic Centre Howden South Road Livingston West Lothian EH54 6FF

Tel: 01508 280000

Fax: 01508 282489

[✉ customer.service@westlothian.gov.uk](mailto:customer.service@westlothian.gov.uk)

Help

[Preview Application for Building Warrant](#)

PDF opens in a new window

[Form Guide \(PDF opens in a new window\)](#)

Download this document for guidance on completing this specific form. The link will open a new window.

[Download Whole Contents](#)

Click to download a ZIP file containing the whole form document as PDF, the site location plan as PDF (where provided), all supporting documents in their uploaded format and a PDF containing fee information you have used in the fee calculator.