SITE survey. APP

SITE SURVEY REPORT

# Measured Building Survey

| | |
|---|---|
| Prepared for | Castle Architects |
| Date | 6 Oct 2026 |
| Site | The Old Library |
| Prepared by | R. Hale |

FORM

# Measured Building Survey

## 1. Survey

| | |
|---|---|
| **Project** | The Old Library: measured survey for change of use (completed example) |
| **Client** | Castle Architects |
| **Site** | The Old Library |
| **Site address** | Church Street, Ludlow |
| **Building location** | Main entrance, Church Street · 52.367410, -2.719120 (SO 51133 74616, ±4 m) |
| **Survey date** | 6 Oct 2026 |
| **Surveyor** | R. Hale, Hale Surveys |
| **Method** | Laser distance meter and tape, 3D laser scanner |
| **Accuracy specified (for example the RICS accuracy band agreed)** | ±10 mm on plan, agreed with the architect |
| **Control and grid (control points, local or national grid)** | Two control points on the front kerb, local grid |
| **Control point positions** | CP1 and CP2, nails in the kerb · 52.367320, -2.719310; 52.367280, -2.718870 |
| **Drawings to produce** | Floor plans, Elevations, Sections |

> The RICS professional standard Measured surveys of land, buildings and utilities (3rd edition) has the client choose the outputs, the features to survey and the accuracy band. Agree them before the survey.

## 2. Rooms

### Rooms 1: Main reading room

| | |
|---|---|
| **Room** | Main reading room |
| **Floor** | Ground |
| **Length (mm)** | 12400 |
| **Width (mm)** | 8200 |
| **Floor to ceiling (mm)** | 4800 |

| | |
|---|---|
| Area (m²) | 101.68 |
| Volume (m³) | 488.1 |

## Doors and windows 1: D1

| | |
|---|---|
| Reference | D1 |
| Type | Door |
| Width (m) | 1.80 |
| Height (m) | 2.40 |
| Area (m²) | 4.32 |

## Doors and windows 2: W1

| | |
|---|---|
| Reference | W1 |
| Type | Window |
| Width (m) | 1.20 |
| Height (m) | 2.40 |
| Sill height above the floor (m) | 0.90 |
| Area (m²) | 2.88 |

## Doors and windows 3: W2

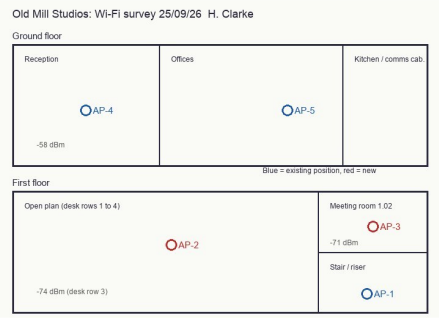
| | |
|---|---|
| Reference | W2 |
| Type | Window |
| Width (m) | 1.20 |
| Height (m) | 2.40 |
| Sill height above the floor (m) | 0.90 |
| Area (m²) | 2.88 |

## Doors and windows 4: W3

| | |
|---|---|
| Reference | W3 |
| Type | Window |
| Width (m) | 1.20 |
| Height (m) | 2.40 |

| | |
|---|---|
| **Sill height above the floor (m)** | 0.90 |
| **Area (m²)** | 2.88 |
| **This room: doors** | 1 |
| **This room: windows** | 3 |
| **This room: window area (m²)** | 8.64 |
| **Other notes on the doors and windows** | W4 to W6 on the south wall match W1 to W3 (laser). All sashes painted shut. |
| **Features** | Column, Radiators |

**Photos**




## Rooms 2: Office

| | |
|---|---|
| **Room** | Office |
| **Floor** | Ground |
| **Length (mm)** | 4200 |
| **Width (mm)** | 3600 |
| **Floor to ceiling (mm)** | 3100 |
| **Area (m²)** | 15.12 |
| **Volume (m³)** | 46.9 |

## Doors and windows 1: D2

| | |
|---|---|
| **Reference** | D2 |
| **Type** | Door |
| **Width (m)** | 0.83 |
| **Height (m)** | 2.04 |
| **Area (m²)** | 1.69 |

## Doors and windows 2: W7

| | |
|---|---|
| **Reference** | W7 |
| **Type** | Window |
| **Width (m)** | 1.02 |

**Width (m): measuring photo**




| | |
|---|---|
| **Height (m)** | 2.10 |

**Height (m): measuring photo**




| | |
|---|---|
| **Sill height above the floor (m)** | 0.90 |
| **Area (m²)** | 2.14 |
| **This room: doors** | 1 |
| **This room: windows** | 1 |

| | |
|---|---|
| **This room: window area (m²)** | 2.14 |
| **Other notes on the doors and windows** | W7 laser reading lost on site; size taken from the photo against door D2 in the same wall, to be checked on the return visit. |
| **Features** | Chimney breast |

**Photos**



## Rooms 3: Store

| | |
|---|---|
| **Room** | Store |
| **Floor** | Ground |
| **Length (mm)** | 3000 |
| **Width (mm)** | 2400 |
| **Floor to ceiling (mm)** | 3100 |
| **Area (m²)** | 7.2 |
| **Volume (m³)** | 22.3 |

## Doors and windows 1: D3

| | |
|---|---|
| **Reference** | D3 |
| **Type** | Door |
| **Width (m)** | 0.76 |
| **Height (m)** | 1.98 |
| **Area (m²)** | 1.5 |

| | |
|---|---|
| **This room: doors** | 1 |
| **This room: windows** | 0 |
| **This room: window area (m²)** | 0 |
| **Other notes on the doors and windows** | No window. |
| **Total measured floor area (m²)** | 124 |
| **Rooms measured** | 3 |
| **Doors** | 3 |
| **Windows** | 4 |
| **Window area (m²)** | 10.8 |

## Elevation heights 1: North (front) elevation, Church Street

| | |
|---|---|
| **Elevation** | North (front) elevation, Church Street |
| **Where it was taken from** | Opposite pavement, by the post box · 52.367220, -2.719150 (SO 51130 74595, ±5 m) |
| **Width of the elevation (m)** | 11.60 |
| **Eaves or parapet height (m)** | 7.58 |

**Eaves or parapet height (m): measuring photo**




| | |
|---|---|
| **Ridge height (m)** | 9.47 |

**Ridge height (m): measuring photo**




**Photos**



## Elevation heights 2: East elevation, side passage

| | |
|---|---|
| **Elevation** | East elevation, side passage |
| **Width of the elevation (m)** | 14.20 |
| **Eaves or parapet height (m)** | 7.55 |
| **Ridge height (m)** | 9.45 |
| **Highest point recorded (m)** | 9.47 |

## 3. Notes

| | |
|---|---|
| **Notes and limitations (rooms not accessed, furniture, roof spaces)** | Roof void not accessed. Scan registered to the two control points. Front eaves and ridge heights taken from a photo against the front doors (2.4 m, laser) as a check on the scan; East elevation heights from the scan. |
| **Completed by** | R. Hale, Hale Surveys |
| **Surveyor signature** |  |