

**P-WAT-L3**

**The Environmental Authorisations (Scotland) Regulations 2018 (EASR)**

**Water Permit Activity:**

**Installation of a crossing**

Version 1.0

August 2025

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## How to use this activity form

Use this form to apply for:

* A **new permit** to carry out one of the types of activities listed below.
* A **variation of an existing permit** that authorises one of the types of activities listed below.
* A **variation of an existing permit** to add one of the types of activities listed below.

This form covers the following **types of activities**:

* Installation of a new permit level crossing (those that do not meet the registration or GBR activity thresholds)
* Alteration of an existing permit level crossing not fitting maintenance criteria
* Removal of an existing permit level crossing
* Installation or removal of a crossing that cannot comply with GBR or registration standard conditions

The **types of crossing** include:

* Span structure (this includes a bridge, arch culvert, pipeline or cable crossing above the existing bed)
* Closed culvert
* Ford, causeway, pipeline or cable crossing on or below the existing bed

Note: Do not use this activity form to apply for any type of culvert for land gain. You can find the relevant [activity form](https://www.sepa.org.uk/easr) on our website.

## Before you apply

* Read the guidance for the water activity you are applying for on the relevant activity specific page on our [website](https://www.sepa.org.uk/easr).
* Where you see the term ‘document reference’, enter the document reference(s) for the information you have provided. These must be submitted along with the completed form.
* For applications made with insufficient or inadequate information; we will return these to the applicant with an explanation of what additional information is required and may retain part of the application fee in accordance with our published charging scheme.

## Multiple activities under a single permit

We may authorise multiple activities under a single permit, but only if the activities are connected. Activities may be considered connected if they are:

* located at the same geographical location,
* part of the same project, or
* operationally linked.

If the activities are connected, you may submit a single application for multiple activitiesunder one permit.

If the activities are not connected, you must submit a separate application for each activity.

## How to apply

**Digital application service:**

The quickest and easiest way to [apply is via our digital application service](https://www.sepa.org.uk/easr) on our website.

You will need to upload:

1. Completed activity form(s)
2. Any required supporting information

**Email/Post application:**

If you cannot apply using our digital application service, you can complete and submit an application via email or by post.

* For **a new permit**, your application must include:

1. A completed APP-GEN1 form
2. Completed activity form(s)
3. Any required supporting information

* For **a variation of a permit**, your application must include:

1. A completed APP-GEN1 form
2. Completed variation form(s)
3. Completed activity form(s) if required
4. Any required supporting information

Email and postal addresses for submitting your application are included in the APP-GEN1 form.

You can download [APP-GEN1, activity forms and variation forms](https://www.sepa.org.uk/easr) from our website.

## Section 1 - Location of the activity

### 1.1 Location description

Please provide the following information about the location.

**Table 1: Location description**

| **Question** | **Answer** |
| --- | --- |
| **Location description**  (e.g. Green Farm) |  |
| **Address** |  |
| **Postcode** |  |
| **National Grid Reference (NGR)**  (At least 2 letters followed by 8 digits, e.g. AB 1234 6789.  You can use our [SEPA NGR Tool](https://map.sepa.org.uk/ngrtool/) to find your NGR.) |  |

### 1.2 Activity location

Please provide the name of the waterbody and NGRs for the location where the crossing will take place. You can use our [SEPA NGR Tool](https://map.sepa.org.uk/ngrtool/) to find the NGR.

The NGR should be in one of these formats:

* 2 letters followed by 10 digits (e.g. AB 12345 67890)
* 2 letters followed by 8 digits (e.g. AB 1234 6789)

**Table 2: Activity location details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **Midpoint NGR of the crossing** |  |
| **Upstream NGR of the crossing** |  |
| **Downstream NGR of the crossing** |  |

## Section 2 - About your proposed activities

### 2.1 Non-technical summary

Please provide a non-technical summary of your application, including a brief overview of the proposed activity.

This summary may be published on our website as part of the public consultation process. Ensure it is written in simple and plain language so that all members of the public can clearly understand the details of your application.

| **Document reference** |
| --- |
|  |

### 2.2 Nature of the activity

Please select oneof the boxes below to indicate the nature of the activity.

* New
* Modification
* Removal

### 2.3 Types of crossings

Please select oneof the boxes below to indicate the type of crossing.

* **Span structure**

(bridge, arch culvert, pipeline or cable crossing above the existing bed)

(Complete Section 2.4, then proceed to Section 2.7)

* **Closed culvert**

(Complete Section 2.5, then proceed to Section 2.7)

* **Ford, causeway, pipeline or cable crossing on or below the existing bed**

(Complete Section 2.6, then proceed to Section 2.7)

### 2.4 Span structures

#### 2.4.1 Channel details

#### Channel width

Please provide the channel width (in metres), as measured from bank top to bank top.

| **Channel width** (m) |
| --- |
|  |

#### Bed width

Please provide the bed width (in metres), as measured from bank toe to bank toe.

| **Bed width** (m) |
| --- |
|  |

#### 2.4.2 Types of span structures

Please select oneof the boxes below to indicate the type of structure.

* Bridge
* Arch culvert
* Pipeline or cable crossing above the existing bed

#### 2.4.3 Structure details

Please provide the following relevant details for the structure.

#### 2.4.3 (a) Extent of structure

#### Length of crossing deck

If applicable, please provide the length (in metres) of the crossing deck, as measured along the channel.

| **Length of crossing deck** (m) |
| --- |
|  |

* **Diameter of pipeline or cable**

If applicable, please provide the diameter (in metres) of the pipeline or cable.

| **Diameter of the pipeline or cable** (m) |
| --- |
|  |

#### 2.4.3 (b) Abutments

Where the structure has abutments, please provide the relevant details below.

* **Total length of abutment(s)**

For each bank affected, please provide the total length (in metres) of the abutment(s), as measured parallel to the bank. The left or right bank is the bank as viewed looking downstream.

**Table 3: Length of abutments**

| **Question** | **Answer** |
| --- | --- |
| **Total length on left bank** (m) |  |
| **Total length on right bank** (m) |  |

* **Distance abutment(s) set back from bank toe**

For each bank affected, please provide the minimum distance (in metres) that the abutment(s) will be set back from the bank toe.

**Table 4: Distance abutment(s) set back from bank toe**

| **Question** | **Answer** |
| --- | --- |
| **Distance set back on left bank** (m) |  |
| **Distance set back on right bank** (m) |  |

#### Distance abutment(s) set back from bank top

For each bank affected, please provide the minimum distance (in metres) that the abutment(s) will be set back from the bank top.

**Table 5: Distance abutment(s) set back from bank top**

| **Question** | **Answer** |
| --- | --- |
| **Distance set back on left bank** (m) |  |
| **Distance set back on right bank** (m) |  |

#### 2.4.3 (c) In-channel supports

Where the structure has in-channel supports, please provide the relevant details below.

* **Number of in-channel supports**

Please provide the number of in-channel supports. If none, please enter ‘zero’.

| **Number of in-channel supports** |
| --- |
|  |

#### Area of in-channel supports

If applicable, please provide the total maximum area (in square metres) of all in-channel supports.

| **Total maximum area of all in-channel supports** (m2) |
| --- |
|  |

#### 2.4.4 Dependent activities

#### 2.4.4 (a) Bank works

Any bank works that extend up to 10 metres beyond the length of the culvert, either upstream or downstream on either bank, can be considered as part of the application for this activity.

The total cumulative length of these works must not exceed 40 metres.

If you are proposing bank works, please provide the total length of bank works on each bank in the table below. The left or right bank is as viewed looking downstream.

**Table 6: Bank works details**

| **Question** | **Answer** |
| --- | --- |
| **Total length on left bank** (m) |  |
| **Total length on right bank** (m) |  |

#### 2.4.4 (b) Bed reinforcement

Any bed reinforcement of up to 10% of the bed width can be considered as part of the application for this activity.

If you are proposing bed reinforcement, please provide details in the table below.

**Table 7: Bed reinforcement details**

| **Question** | **Answer** |
| --- | --- |
| **Length of bed reinforcement, as measured parallel to the bank** (m) |  |
| **Maximum length extending into surface water from the bank toe** (m) |  |
| **Area of bed affected** (m2) |  |

Please select one of the boxes below to indicate the finished level of the bed reinforcement.

* Above the existing bed level
* At the existing bed level (flush)
* Below the existing bed level

### 2.5 Closed culverts

#### 2.5.1 Structure details

Please provide the length in metres of the closed part of the culvert, as measured along the bed.

| **Length of the closed part of the culvert** (m) |
| --- |
|  |

#### 2.5.2 Dependent activities

#### 2.5.2 (a) Bank works

Any bank works (including wingwalls) that extend up to 10 metres beyond the length of the culvert, either upstream or downstream on either bank, can be considered as part of the application for this activity.

The total cumulative length of these works must not exceed 40 metres.

If you are proposing bank works, please provide the total length of bank works on each bank in the table below. The left or right bank is as viewed looking downstream.

**Table 8: Bank works details**

| **Question** | **Answer** |
| --- | --- |
| **Total length on left bank** (m) |  |
| **Total length on right bank** (m) |  |

#### 2.5.2 (b) Bed reinforcement

Any bed reinforcement (including scour pools) located immediately upstream or downstream of the culvert, with a total cumulative length of no more than 10 metres, can be considered as part of the application for this activity.

If you are proposing bed reinforcement, please provide details in the table below.

**Table 9: Bed reinforcement details**

| **Question** | **Answer** |
| --- | --- |
| **Length of bed reinforcement, as measured parallel to the bank** (m) |  |
| **Maximum length extending into surface water from the bank toe** (m) |  |
| **Area of bed affected** (m2) |  |

Please select one of the boxes below to indicate the finished level of the bed reinforcement.

* Above the existing bed level
* At the existing bed level (flush)
* Below the existing bed level

#### 2.5.2 (c) Channel modification

Any channel modification, immediately upstream or downstream of the culvert, that affects a cumulative total length of no more than 15 metres of the existing channel, can be considered as part of the application for this activity.

If you are proposing channel modification, please provide the total length in metres of the existing channel affected, as measured along the channel.

| **Total length of the existing channel affected** (m) |
| --- |
|  |

### 2.6 Ford, causeway, pipeline or cable crossing on or below the existing bed

#### 2.6.1 Types of crossing

Please select one of the boxes below to indicate the type of crossing.

* Ford
* Causeway
* Pipeline or cable crossing on the bed
* Pipeline or cable crossing below the bed

#### 2.6.2 Structure details

Please provide the following relevant details for the structure.

#### Affected bed and bank

The left or right bank is the bank as viewed looking downstream.

**Table 10: Bed and bank details**

| **Question** | **Answer** |
| --- | --- |
| **Length of bed affected, as measured parallel to the bank** (m) |  |
| **Area of bed affected** (m2) |  |
| **Length of left bank affected** (m) |  |
| **Length of right bank affected** (m) |  |

#### Pipeline or cable crossings

If applicable, please provide details about the pipeline or cable crossings.

**Table 11: Pipeline or cable crossings details**

| **Question** | **Answer** |
| --- | --- |
| Minimum depth between the pipeline or cable and the existing bed level (m) |  |
| **Diameter of the pipeline or cable** (m) |  |

#### 2.6.3 Dependent activities

Any bank works which extend no more than 10 metres beyond the structure, either upstream or downstream (on either bank), can be considered as part of the application for this activity.

The total cumulative length of these works must not exceed 40 metres.

If you are proposing bank works, please provide the total length of bank works on each bank in the table below (this includes any lengths underneath the crossing deck). The left or right bank is as viewed looking downstream.

**Table 12: Bank works details**

| **Question** | **Answer** |
| --- | --- |
| **Total length on left bank** (m) |  |
| **Total length on right bank** (m) |  |

### 2.7 Drawings

#### 2.7.1 Permit drawings

You must submit permit drawings if the activity involves any of the following:

* Part of a major Transport Scotland infrastructure project (considered under Act of Parliament (Roads Order) the Roads (Scotland) Act 1984);
* Closed culvert greater than 15 metres and with an existing or proposed bed slope steeper than 1 in 200.

The permit drawings must follow SEPA’s guidance: [WAT-G-035 EASR Guidance: Drawings for permit level water activities](https://www.sepa.org.uk/easr). This guidance details the information that must be included in the drawings for different types of activities.

| **Drawing Reference(s)** |
| --- |
|  |

#### 2.7.2 Application drawings

If this activity does not require permit drawings, please provide application drawings showing the design of the works. You must include the following type of drawings:

1. Plan view
2. Cross-section
3. Long section

Each drawing type must include:

1. All dimensions
2. Details of bed and bank material and levels
3. Indicative water levels
4. Slope and dimension of the channel

Drawings must be clear and easy to read on an A4 page, avoiding unnecessary details.

The drawings must include a defined scale, the date it was created, and version number.

| **Drawing Reference(s)** |
| --- |
|  |

### 2.8 Timing and protection of fish

#### 2.8.1 Timing of works

Will the activity and any associated construction works be undertaken during the period between 1 October and 31 May?

Yes

No

* If ‘Yes’, please proceed to Section 2.8.2.
* If ‘No’, please proceed to Section 2.9.

#### 2.8.2 Type of works

If you have answered ‘Yes’ in Section 2.8.1, please select the relevant box(es) for the types of works that will be carried on.

* Working in the wetted part of a watercourse or loch
* Machinery entering the watercourse (including for access)
* Installing a temporary crossing
* Full or partial isolation of the channel
* Temporary diversion or over pumping
* Blasting/vibration or impact piling
* Using artificial lighting at night

#### 2.8.3 Protecting fish

If you selected any of the boxes in Section 2.8.2, you must submit a report which assesses the risk to fish and fish spawning. Read our [guidance on protecting fish](https://www.sepa.org.uk/easr) for more information.

| **Document reference** |
| --- |
|  |

### 2.9 Protected areas

Use the [NatureScot website map](https://sitelink.nature.scot/map) to check the proximity of your proposed works to any of the following protected areas: Site of Special Scientific Interest (SSSI), Special Area of Conservation (SAC) and Special Protection Area (SPA).

#### 2.9.1 Proximity to protected areas

Are any of the proposed works located in, or within 250m of an SSSI, SAC or SPA?

Yes

No

* If ‘Yes’, please proceed to Section 2.9.2.
* If ‘No’, please proceed to Section 3.

#### 2.9.2 Consultation with NatureScot

Tell us if you have discussed your activity with NatureScot, and provide:

* Details of any mitigation actions you intend to implement to address areas of concern.
* All relevant correspondence or consents related to the proposed works and any associated construction works.

| **Document reference** |
| --- |
|  |

#### 2.9.3 Relevant surveys

Please provide any relevant surveys conducted to establish the presence of any designated species and habitat that may be affected by the proposed works and any associated construction works.

| **Document reference** |
| --- |
|  |

#### 2.9.4 Measures to ensure no impact

Please provide details of measures to be implemented to ensure the proposed works and any associated construction works, will have no adverse impact upon the protected area(s).

| **Document reference** |
| --- |
|  |

#### 2.9.5 Environmental Impact Assessment (EIA)

If you answered ‘Yes’ in Section 2.9.1, is an EIA required for the proposed works?

Yes

No

## Section 3 - Good practice

All engineering permit applications must meet good practice.

Please complete the good practice test for all permit level bank works activities. This information can be provided in one or separate documents.

For guidance on the information you should provide, please refer to our guidance documents: [WAT-G-030 - Meeting Good Practice](http://www.sepa.org.uk/easr) and [WAT-G-024 - Activity Guide: Crossings](http://www.sepa.org.uk/easr).

### 3.1 Reasons for carrying out the activity

Please explain why the activity is needed and what benefits it is expected to deliver. You must provide evidence of the scale and nature of the issue, your understanding of the underlying cause, and your assessment of its scale and significance.

| **Document Reference** |
| --- |
|  |

### 3.2 Photographs

You must provide photographs of the area where the activity will take place. These should include views upstream and downstream of the proposed location, and where relevant, photographs that show the issue you intend to address.

| **Document Reference** |
| --- |
|  |

### 3.3 Other supporting evidence

Where relevant, you should provide other supporting evidence, such as reports, survey data, historic maps or aerial imagery, to help support your application.

| **Document Reference** |
| --- |
|  |

### 3.4 Options appraisal

Please describe at least three different options that were considered to address the issue identified in Section 3.1. This must include a ‘do nothing’ option. For each option, explain what it involved and provide an evaluation of its effectiveness and suitability.

| **Document Reference** |
| --- |
|  |

### 3.5 Selected option

Please state the option you have selected and explain why you consider this to be the best practical environmental option.

| **Document Reference** |
| --- |
|  |

### 3.6 Mitigation

Please describe all mitigation measures you will take to reduce any potential environmental impact caused by the proposed activities. This should include a method statement.

Further guidance on what should be included in your method statement is available in our guidance [WAT-G-030 - Meeting Good Practice](http://www.sepa.org.uk/easr).

| **Document Reference** |
| --- |
|  |