



Form Maint/app.k Receipt Number

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City Development Department

NEW ROADS AND STREET WORKS ACT 1991

Application for Permission to Execute Road Works (Section 109)

(Excluding Works Connected with Building Operations e.g. Deposition of Building Materials, Hoardings, Staging or Scaffolding)

Name and address of firm, house or property owner to whom this consent may be issued

.....  
..... Tel No.....

Name and address of Agent acting for owner if applicable

.....  
..... Tel No.....

Name and address of contractor

.....  
..... Tel No.....

Location of works/operations in road/proposed start date/completion date

.....  
.....

Purpose of works/operations in road and description

.....  
.....

Payment of fee (£823) attached £ .....

Signature of Owner or Agent..... Date.....

\* Delete where applicable

**PERMITS WILL BE E-MAILED OUT IF AN E-MAIL ADDRESS IS SUPPLIED BELOW:**

e-mail address for permit .....

## NEW ROADS AND STREET WORKS ACT 1991 - APPLICATION NOTES FOR GUIDANCE

1 In the case of excavations in the road this application must be accompanied by **2** No. drawings of a readable scale showing marked in red the position or approximate route of the opening.

2 Section 56 (2) of the Roads (Scotland) Act puts a duty on the roads authority to inform the applicant of those statutory undertakers whose apparatus is in their opinion likely to be affected by the Works and these are listed in 6.(below).It is the responsibility of the applicant to inform those undertakers in **writing** that an application has been made.

3 In addition to Note 2 above, where permission is required under Section 109 of the Act **to place and maintain apparatus** it is the duty of the roads authority under subsection (6) to give not less than 10 working days notice of their intention to grant permission to any other person whose apparatus is, or plans to install apparatus are likely to be affected by the Works. This should be taken account of both when applying for consent/permission and when programming the Works.

4 Where possible the owner of any property should make the application, particularly where Section 109 permission is sought.

### 5 Charges

- (i) A charge will be paid by the applicant for inspections associated with works executed in a road.
- (ii) The charge is £823.
- (iii) The consent is valid only for 3 months from the date of approval.
- (iv) Payment must be made prior to Consent to Execute Works in a Road is granted.

### 6 List of statutory undertakers referred to in Note 2.

Scotland Gas Networks British Telecom (Openreach) Scottish Water  
Scottish & Southern Energy (Hydro Electric)  
NTL/Virgin Media Thus Cable and Wireless Communications

On completion of the Works the Applicant shall supply, preferably electronically, dimensioned copies of plans indicating the line, depth and type of all Plant installed under this permission to the Network Management Team to the address below.

Application should be submitted to Dundee City Council, City Development Department, Road Maintenance Partnership, (Sustainable Transport and Roads), Contracts House, 1 Soutar Street, Dundee, DD3 8SS.

Permits will only be issued for works which will be carried out by an HAUC certificated contractor.