

**APPLICATION TO CARRY OUT  
WORKS ON A COUNCIL ROAD  
OR INTERFERE WITH A ROAD  
OR ITS OPERATION  
(EXCLUDING DRIVEWAYS)**

Office: .....  
Date: ...../...../.....  
Time: .....  
Name: .....

*Local Government Act 2009, Local Law No. 1 (Administration) 2011  
Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011*

**NOTE: WORKS MUST NOT COMMENCE PRIOR TO THE ISSUE OF COUNCIL PERMIT**  
**A non-refundable fee applies per application - refer to current version of Council fees & charges found on the Gladstone Regional Council website**

Application with payment must be submitted to Council a minimum of twenty-one (21) business days prior to proposed commencement date of work.

This application is used for:

- Events/Festival/March/Parade/Procession (road closures)
- General Works (including footpath)
- Connecting to Stormwater drain
- Gates and Grids (installation works only, licence application also required)

**Site Location Details:**

Street/Road Number	Street/Road Name	Suburb/Locality
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**Applicant Details:**

Surname:	Given Name/s:
Company Name:	ABN:
Phone (Mobile):	Phone (Business Hours):
Facsimile:	Email Address: (MANDATORY)

**Application Type:**

- Works on Roads       Works on Roads - Install Gates and Grids

**Permit Details:** Please select the check-boxes that are applicable to your application and complete the questions below them.

**Event/Festival/March/Parade/Procession (Open/occupy road and/or Disrupt traffic flow):**  
 Type of closure required     Footpath Use Only     Full Road     Half Road     Other (Please describe)  
 If selected "other" type of road closure, please describe.....  
 If applicable, what is the approximate number of people expected?.....  
 What is the reason for closure and/or disruption to traffic/pedestrians? Please provide event name if applicable.  
 .....  
 Will there be temporary fencing or barricading?     Yes     No  
 If yes, what is the distance of work site from kerb?.....  
 What is the length and width of road/footpath where the temporary fencing or barricading will be installed?  
 .....

**General Works (Open/occupy road and/or Disrupt traffic flow):**  
 Type of closure required     Footpath     Full Road     Half Road     Other (Please describe)  
 If selected "other" type of road closure, please describe.....  
 What is the reason for closure and/or disruption to traffic / pedestrians?.....  
 .....  
 Will there be temporary fencing, barricading and/or Plant/Material on the footpath?     Yes     No  
 If yes, what is the distance of work site from kerb?.....  
 What is the length and width of footpath where the temporary fencing or barricading will be installed?  
 .....  
 If any, what is the type of material/plant to be placed on footpath?.....  
 .....

**Connect to Council Stormwater Drain**  
 Will the intended works connect to a Council stormwater drain?     Yes     No

**Concrete Pathway** (Please contact Road Services on (07) 4970 0700 if applicable to a Driveway Application)  
 What is the concrete surface finish?  
 Broom finished concrete     Coloured concrete     Other (subject to approval)  
 If using coloured concrete, please state the colour.....  
 If there are other features of the concrete pathway, please describe. (Please ensure additional details are included in the Site Plan).....  
 .....  
 .....

**Site Plan/Additional Details Section:**

**Are there any other Council approvals relating to this application such as development applications/operational work?**     No     Yes

If Yes please provide details of current application:  
 .....  
 .....

**Please provide Dates and Times of proposed works:**

Work proposed to be commenced by ..... (Day) the ...../...../.....

Work proposed to be completed by ..... (Day) the ...../...../.....

Proposed times of operations are .....am/pm until .....am/pm

Daily  Overnight  Continuously  Other - please specify.....

**Site Details:**

Please select the location of work  On constructed road  On footpath  Other (please describe)

If location of work is "Other" please describe.....

Please describe the exact location of where the intended works will occur (e.g. North side of Goondoon Street, between Tank and Herbert Street).....

**Notification to Services:**

If applicable, please select services that have been notified of the proposed works on roads:

- Qld Fire & Rescue/Ambulance
- Taxi Services
- Buslink/Bus Operators
- JJ Richards - Waste Contractor
- Affected Residents/Businesses

**Attachments:**

The following documents are also required to be submitted in conjunction with this application:

- Proof of Not for Profit for Council to waive application fee (Events only) e.g. Certificate of Incorporation
- Certificate of Currency for Public Liability of no less than \$20,000,000
- Traffic Guidance Scheme (TGS) and Traffic Management Plan (TMP) prepared by a qualified Traffic Management Design person in line with the MUTCD
- An RPEQ signed drawing or Site Plan/Additional Details Section sketch (to scale) showing the location details and dimensions of the proposed work must be submitted attached to this application
- Police Application for Road Closure Permit - Queensland Police Service
- Police Application for Special Event Permit – (Events only) - Queensland Police Service
- Department of Transport & Main Roads - Road Corridor Permit (if applicable)
- List of evidence of notification to services (if applicable)

**Certification by Applicant:**

I certify that:

- a) I am the relevant person with authority to make this application and the details provided in this application are correct;
- b) I have obtained a certified Traffic Guidance Scheme and will manage any applicable Traffic Guidance Scheme (TGS) and/or Traffic Management Plan (TMP) associated with these works;
- c) I will obtain a copy of the contractors Certificate of Currency for Public Liability of no less than \$20,000,000;
- d) I understand that no works are to commence until a Council Works on Roads Corridor Permit or Letter of No Objection has been issued for these works;
- e) On commencement of works, I undertake to abide by the conditions as set out in the Council Permit/Letter of No Objection; and
- f) As part of the approved Work on Roads Corridor Permit/Letter of No Objection, I will carry out the appropriate notification to emergency services and/or affected residents/businesses.

Name and Signature of Property Owner (Authorised Person where applicant is a Company)

Name: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Privacy Statement:** The Gladstone Regional Council is collecting your personal information to process this application. The information will only be used by authorised council employees for the purposes of the service or for the purpose of performing other Council functions and responsibilities. Your personal information will not be given to any other person or agency unless you have given us permission to do so or we are required to do so by law.