

# APPLICATION FOR A ROAD WORK PERMIT

## Local Law No. 1

When the application is approved the permit will be mailed or emailed to the applicant's address

1. APPLICANT DETAILS			
Applicant Name:			
Applicants Rep or Contractor:			
Postal Address:			
Email Address:			
Telephone No.			
2. PROPERTY OWNER			
Owner Name:			
Postal Address:			
Email Address:			
Telephone No.			
3. LOCATION OF WORKS			
Assessment No:		Lot & Plan:	
Property Address:			
Do any trees, shrubs, or plant require removal to accommodate these works: <input type="checkbox"/> Yes <input type="checkbox"/> No			
4. DESCRIPTION OF WORK			
Works to be undertaken:			
5. WORK ZONE TRAFFIC MANAGEMENT PLAN (Temporary Road Closure Applications Only)			
Plan designed in accordance with MUTCD Part 3 by a person currently accredited in "Work Zone Traffic Management" in accordance with the Transport Operations (Road Use Management – Accreditation & Other provisions) Regulation 2005.			
Prepared By:		Accreditation Number:	
Site Supervisors Name:		Phone Number:	
6. INDEMNITY (Temporary Road Closure Applications Only)			
Public Liability Insurance to minimum \$10 million – copy to be attached.			
Policy Number:		Policy Holder	
Insurer:		Expiry Date:	
7. SITE PLAN (to be attached)			
A site plan / drawing (to scale) showing the location of the proposed works in relation to the allotment frontage with all services, structures and trees within the road reserve clearly shown and identified must be submitted with this application.			
ATTACHED <input type="checkbox"/> Yes <input type="checkbox"/> No			



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## 8. CONDITIONS OF PERMIT

The Whitsunday Regional Council appoints the Permit holder as the person in control of the workplace who must ensure all relevant requirements are carried out in accordance with the permit and in compliance with the *Workplace Health & Safety Legislation 2011*. All works on roads must include compliance with Part 3 of the Manual of Uniform Traffic Control Devices (MUTCD) provisions for warning, instructing and guiding road users safely through, around or past work sites on roads including footpaths.

- 1 Work must not commence prior to:
  - (a) Payment of fees and granting of a permit;
  - (b) Determining the location and depths of all services meet minimum requirements set by utility owners (**NOTE:** The applicant must pay the cost of restoring any damage caused).
- 2 The applicant agrees to indemnify, to keep indemnified and to hold harmless, the Council, its employees and contractors from and against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought, made or claimed against them now or in the future, arising out of or in relation to the approval of the permit, the undertaking of the works or the completed works.
- 3 The works must be constructed in accordance with the relevant Whitsunday Regional Council Standard Specification and Drawings or as otherwise approved by Council.
- 4 Depending on the type of works, various inspections will be required. These are listed in the inspection section below. Council requires 24 hours' notice to arrange any inspection (clear of weekends and Public Holidays).
- 5 A final inspection is required for all works to ensure that the work is completed in accordance with this Permit and the surrounding area of the driveway crossover is made safe for pedestrians and postal deliverers.
- 6 Failure to comply with Council requirements may result in Council taking action and costs being charged to the Permit holder.
- 7 This Permit is valid for a period of three (3) months from date of approval, or until.....
- 8 Maintenance of driveways and stormwater drainage from the property boundary to the kerb is the responsibility of the property owner.
- 9 This Permit gives no approval for any trees, shrubs or plants to be removed. A separate application is required by Council for the removal of vegetation from within the road reserve.

## 9. PRIVACY COLLECTION NOTICE

You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given us permission or the disclosure is required by law.

**I hereby apply for a permit to carry out the works described above and if the permit is granted, undertake to adhere to the Conditions of Permit.**

<b>Signature of Applicant:</b>		<b>Date:</b>	
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## OFFICE USE ONLY

A permit is granted only if signed and dated by an Authorised Person, and is subjected to all necessary conditions and Council Local Laws. Council's receipt forms part of this permit.

<b>Inspections are required at:</b>	<input type="checkbox"/> Setup	<input type="checkbox"/> Steel	<input type="checkbox"/> Wearing Surface	<input type="checkbox"/> Backfill
	<input type="checkbox"/> Excavation	<input type="checkbox"/> Jointing	<input type="checkbox"/> Pavement	<input type="checkbox"/> Final
<b>Authorised Person:</b>				<b>Date:</b>
<b>Permit Fee \$</b>	<b>Receipt No.:</b>			<b>Date</b>

Engineering Services Department Bowen - Phone 4761 3600 or Proserpine Phone 4945 0200 Hours 8:00am – 5:00pm