

**APPLICATION FOR APPROVAL TO CARRY OUT WORKS ON A ROAD
OR INTERFERE WITH A ROAD OR ITS OPERATION**
Vehicular Access, Gate or Grid, Other Works
Schedule 30 Subordinate Local Law No. 1 (Administration) 2018¹

APPLICANT DETAILS			
Applicant Name/s:			
Business Name:			
Postal Address:			
Contact Phone Number/s:			
Email Address:			
TYPE OF ACTIVITY			
TICK THE ITEM BELOW THAT APPLIES TO THIS APPLICATION:			
<input type="checkbox"/> Application for vehicular access to premises (Standard type) – Relevant Sections: A, C, D & Applicant Indemnity. <i>Note: select this option if you are constructing a standard vehicle access to a premises which combines a crossover and driveway. For any other type of vehicle access, please select the 'Application for Other' option below. If you are unsure, please speak to a Council officer before lodging an application. Please also refer to Council's 'Guidelines for Carrying Out Works on a Road or Interfering with a Road or its Operation Approvals'.</i>			
<input type="checkbox"/> Application for Gate or Grid – Relevant Sections: B, C, D & Applicant Indemnity.			
<input type="checkbox"/> Application for Other – Relevant Sections: A, C, D & Applicant Indemnity. <i>Note: select this option for any works not listed above. Speak to a Council officer if you are uncertain before lodging an application.</i>			
<input type="checkbox"/> Application for Transfer of Approval for Gate or Grid – Relevant Sections: B, C, D & Applicant Indemnity.			
<i>Note: For application fees, refer to the Schedule of Fees and Charges on Council's website.</i>			
SECTION A – CROSSOVER ACCESS or OTHER			
Property Address			
Property Description	Lot:	Plan:	
Number of Driveway/Crossovers			
Tick the Item that applies: Type of Access? Frontage Type? Road Type?	<input type="checkbox"/> Rural	<input type="checkbox"/> Urban and Rural Residential	
	<input type="checkbox"/> Modification of Existing Access	<input type="checkbox"/> Industrial	
	<input type="checkbox"/> Barrier K and C	<input type="checkbox"/> Rollover K and C	
	<input type="checkbox"/> No K and C	<input type="checkbox"/> Bitumen	
	<input type="checkbox"/> Gravel	<input type="checkbox"/> Bitumen Crossover/Driveway	
	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Invert Crossover/Driveway	

¹ See Authorising Local Law No. 1 (Administration) 2018 Pt 2(5)(b). See also Local Government Act 2009 (Qld) s 75(2).

Construction Type?	<input type="checkbox"/> Concrete Crossover and Driveway	<input type="checkbox"/> Kerb Ramp Access Crossover
	<input type="checkbox"/> Piped Crossover and Driveway	<input type="checkbox"/> Other (Drawing required)
	<input type="checkbox"/> Gravel Crossover and Driveway	Notes:

NOTE: Driveway/Crossover applications must be submitted with documents outlined in Section E

SECTION B – GATE OR GRID

Exact Location of Gate or Grid: <i>Note: Property that requires and owns the infrastructure</i>	Lot on Plan:	
	Road Name and Location:	
Tenure of Land in or on the boundary of which the Gate or Grid is to be installed		
Description of Gate or Grid and Materials to be Used: <i>Note: Only one application per Gate or Grid</i>		
Type of Fencing in which Gate or Grid is to be installed:		
Grid Certification: (Please tick type of Grid Certification to be used)	<input type="checkbox"/> <i>Grids and headwalls designed and manufactured by property owner shall be structurally certified by a registered engineer with consideration to AS5100.2. The design shall allow for the worst effects of W80, A160, S1600, M1600 and HLP400 loads. Certified plans of infrastructure must be provided with application. Grid dimensions as per guidelines.</i>	
	<input type="checkbox"/> <i>Purchase/Install manufactured grid and pre-cast headwalls and provide council with certification to AS5100.2. Grid dimensions as per guidelines.</i>	

SECTION C – TRANSFER OF APPLICANT DETAILS (Gates and Grids only)

Current Application Number:	
Existing Property Address and Lot on Plan Details:	
Current approval holder's name:	

SECTION D – PUBLIC LIABILITY INSURANCE – Tick the item below that applies to this application:

<input type="checkbox"/>	Vehicular access to premises (Standard type) <i>Evidence of public liability insurance policy must be provided with a minimum cover level of \$5M per any one event as determined by Council in the context of the proposed works, and insurance must remain in effect up to and including the date upon which the vehicular access is assessed to meet compliance. Please refer to Council's Standard Requirements for Public Liability Insurance for Approval Holders available on Council's website.</i>
<input type="checkbox"/>	Gate or Grid <i>Evidence of public liability insurance policy must be provided to a minimum cover level of \$10M per any one event. Mareeba Shire Council must be listed upon the public liability insurance policy as "Named Insured" and the subject infrastructure must be noted on the policy. It is the responsibility of the applicant to maintain this insurance for the full term of any approval issued by Council and to provide evidence of such upon demand. Please refer to Council's Standard Requirements for Public Liability Insurance for Approval Holders available on Council's website.</i>

<input type="checkbox"/>	Carrying out Works on a road – Note: this section applies to other works which are not a vehicular access (standard type) and are not a gate or grid <i>Evidence of public liability insurance policy must be provided with a minimum cover level of \$10M per any one event. Mareeba Shire Council must be listed upon the public liability insurance policy as an "Interested Party ". It is the responsibility of the applicant to maintain this insurance for the full term of any approval issued by Council and to provide evidence of such upon demand. Please refer to Council's Standard Requirements for Public Liability Insurance for Approval Holders available on Council's website.</i>		
Name of Insurance Company			
Policy Number		Date Policy Expires	
Sum insured			

SECTION E – SUPPORTING INFORMATION

For approvals for installation of a vehicular access – Crossover and Other, an application must also be accompanied by:

- ☐ Completed Application Form and Payment of the relevant fee
- ☐ Site Plan
- ☐ Full details of the proposed works on the road or interference with its operation; and
- ☐ If the applicant proposes to erect or install a structure on, over or under the road – plans and specifications of the structure; and
- ☐ Details of building or other work to be carried out under the approval.

For approvals for installation of a Gate or Grid, an application must also be accompanied by:

- ☐ Completed Application Form and Payment of the relevant fee
- ☐ A site plan to scale and specifications of the gate or grid to be installed
- ☐ Public Liability Insurance held by the person who will be installing the gate or grid.
- ☐ The name, address and telephone number of the person who will be installing the gate or grid
- ☐ Construction Plans: design, dimensions, including details of the grid structure, the foundations, the abutment, the approach ramps, horizontal and vertical alignment and methodology for the installment of the gate or grid.

GUIDELINES FOR WORKS ON A ROAD OR INTERFERING WITH A ROAD AND ITS OPERATION

Conditions that will ordinarily be imposed on an approval are that the approval holder must comply with any applicable terms and conditions for the approved activity outlined in the following guidelines published by the local government:

- *Guidelines for Carrying out Works on a Road or Interfering with a Road or its Operation.*

Additional criteria for granting of approval (vehicular access to premises):

- *The owner of the premises accepts the responsibility for the cost of installing and maintaining the vehicular access; and*
- *Unless special reasons exist, there is only one vehicular access per allotment or one every 20 metres of road frontage.*

The additional criteria for approvals for the installation of a gate or grid on a road are the following:

- *The gate or grid will not unduly obstruct pedestrian or vehicular traffic; and*
- *The gate or grid will not prejudice the safety of pedestrian or vehicular traffic; and*
- *The gate or grid will not prejudice the proper maintenance of the road; and*
- *The matters which are the subject of the conditions specified in section 6(2) of schedule 30 which are relevant to the installation of the gate or grid can be adequately addressed by the imposition of those conditions.*

APPLICANT INDEMNITY

I acknowledge that any approval issued by Council pursuant to this application shall be subject to the following conditions:

- The approval holder shall, at all times, hold harmless and keep indemnified the Council, it's members, officers, employees and agents from all actions, suits, proceedings, claims, demands, losses, costs, charges and expenses which may be taken against, made on or suffered by it or any of them directly or indirectly on account of or in respect of or arising out of any act, matter or thing done or omitted to be done by the approval holder or his agents or employees or any of them in connection with any activity carried out or supporting to be carried out under the approval or in observance, fulfillment, non-observance or non-fulfillment of any condition of the approval;
- The approval holder shall ensure a Public Liability Insurance Policy is kept in force for the **full term of the approval**, and that complies with Council's *Standard Requirements for Public Liability Insurance for Approval Holders*;
- The works under the approval will be undertaken in accordance with Council's relevant guidelines and Local Laws and such will be subject to final inspection to the satisfaction of Council.

Applicant Print Name:			
Signature:		Date:	
Contractor Print Name:			
Signature:		Date:	
Property Owners Consent Print Name/s:			
Signature/s:		Date:	

Information Privacy collection notice: Mareeba Shire Council is collecting your personal information in accordance with requirements under Council's *Local Law No.1 (Administration) 2018* in order to assess your application for approval. If you choose not to provide your personal information, your application may not be processed. Your personal information will only be accessed by authorised Council employees. Your personal information will not be used for any other purpose or disclosed to any other entity unless you have provided your consent, or we are required to by law. Please refer to Council's *QPP Privacy Policy* for further information on access or correction of personal information held by Council.