



MINOR WORKS PERMIT APPLICATION (Technical Services)

Local Law No. 1

Subordinate Local Law No. 1.16.

This application form should be submitted with all Minor Works Permit applications, assessable by Technical Services. For all other Minor Works Permit applications, assessable by Development Services, please utilise the Minor Works Application (Development Services) application form from [Council's website](#).

APPLICANT DETAILS

| | | | |
|-----------------|--|--------|--|
| Applicant Name: | | | |
| Postal Address: | | | |
| Contact Number: | | Email: | |

SITE DETAILS WHERE WORK IS TO BE CARRIED OUT

| | | | |
|-------------------|--|--|--|
| Property Address: | | | |
| Lot and Plan: | | | |

APPLICATION TYPE

- Temporary Road Closure
- Underground Utility Service Connection
- Other Works (Provide Description):
- Tracked Cane Harvesting Equipment Crossing
- Irrigation Pipes

LODGEMENT INSTRUCTIONS

Submit the following documentation to council@mackay.qld.gov.au:

- This application form, completed and signed by the Applicant;
- A site plan indicating location details and dimensions of the proposed works, drawn to scale (1:100);
- Payment of application fees, as outlined within [Council's Cost Recovery Fees and Charges](#) >> Engineering and Commercial Infrastructure >> Technical Services >> Works in Road Reserve.

For Temporary Road Closure Applications, the following documentation is also required in addition to the documentation outlined above:

- A copy of your Public Liability Insurance policy with a minimum \$20million coverage;
- 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*.

APPLICANT DECLARATION

I/WE understand that the Permit is granted under the terms and conditions attached and specifications included in Council's document 'Permit to Work Within Road Reserve' and 'Temporary Road Closures' (if applicable) and have read those conditions and understand their meaning.

| | | | |
|----------------------|--|-------|--|
| Applicant Signature: | | Date: | |
|----------------------|--|-------|--|

COUNCIL USE ONLY

| | | | |
|--------------------|--|-----------------|--|
| Date Received: | | Receipt Number: | |
| Receiving Officer: | | Receipt Code: | |
| Amount Paid: | | | |

PRIVACY DISCLAIMER

Mackay Regional Council is collecting your personal information in order to process your application. This information will only be disclosed to any other third party with your written authorisation or as we are required to by law.



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Provide a sketch of proposed works. Please ensure this sketch is in accordance with the Lodgement Instructions detailed on this application form.

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