



MINOR WORKS PERMIT APPLICATION (Transport & Drainage Infrastructure Planning)

Local Law No. 1

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

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:	
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COUNCIL USE ONLY

PRIVACY DISCLAIMER

Mackay Regional Council is collecting this information in order to process your Application. Please be advised that Council under Legislation may be required to provide your details to a relevant State Department/Agency when requested or to a collection agency that has been employed by Council for the recovery of unpaid fees. In all other circumstances, this information will only be disclosed to a third party with your written authorisation or as required by law.



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Date Received:		Receipt Number:	
Receipting Officer:		Receipt Code:	
Amount Paid:			

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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