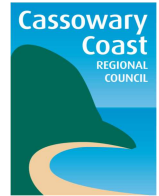


Cassowary Coast Regional Council

A.B.N. 20 889 787 211
 PO Box 887, INNISFAIL, Q 4860
 Phone: 1300 763 903 Fax: 07 4061 4258
 Email: enquiries@cassowarycoast.qld.gov.au



ROAD RESERVE WORKS APPLICATION

- | | |
|--|---|
| <input type="checkbox"/> Vehicle Access Crossover (VAC) | Office use only: ECM subj: 26/8/1 - 30y |
| <input type="checkbox"/> Works on Road Reserve | Office use only: ECM subj: 20/8/8 – 3y |
| <input type="checkbox"/> Temporary Road Closure/Traffic Control Application | Office use only: ECM subj: 26/17/1 – 2y |
| <input type="checkbox"/> Temporary Road Closure to Undertake a Sporting, Social or Community Event | Office use only: ECM subj: 26/17/1 – 2y |

Please use BLOCK LETTERS and complete all details in full.	Privacy Statement: <i>The Cassowary Coast Regional Council respects your privacy. Personal information on this form is collected in accordance with the Information Privacy Act 2009 guidelines and is used only by Council staff for the purpose of this form and will not be disclosed to any other party unless required by law.</i>
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Section 1 – Applicant(s) Details

	I / We,		
	<input type="checkbox"/> The owner(s)	<input type="checkbox"/> A person authorised by the owner(s)	<input type="checkbox"/> Event Organiser
	Postal Address:		
	Phone Number:(H)	Phone Number:(Mob)	
	Phone Number:(W)	Facsimile:	
	Email Address:		

Section 2 – Property Description - for VAC & Works on Road Reserve applications

	Property Address:		
	Suburb:	Town:	Postcode:
	Lot:	on Plan:	

Section 3 – Activity Details

Activity type	<input type="checkbox"/> Commercial/For-Profit	<input type="checkbox"/> Not-For-Profit (Sporting/Social/Community)	
Event type	<input type="checkbox"/> Stationary (Eg: Markets & Stalls)	<input type="checkbox"/> Mobile (Eg: Cycle Tour)	<input type="checkbox"/> Works (Eg: Construction) <input type="checkbox"/> Other
Footpath closure	<input type="checkbox"/> Partial	<input type="checkbox"/> Full	<input type="checkbox"/> N/A
Road(s) closure	<input type="checkbox"/> Partial	<input type="checkbox"/> Full	<input type="checkbox"/> N/A

*** Please ensure a Traffic Guidance Scheme (TGS) or Traffic Management Plan (TMP) is attached (if required).**

Section 4 – Brief Description of proposed works/activity. If related to other activities requiring Council authority, please provide details of the project.

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Section 5 – Closure Description - For all Part and Full Road/Footpath Closure Applications

	Road Names & Suburb:	
	Requested Dates: _____ to _____	Requested Times: _____ to _____
	Expected Duration of Works (weeks/days/hours): _____	

Section 6 - Applicant Signature

	Date:	
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FOR OFFICE USE ONLY

Inspection	Application ID:	Property ID:
	Officer:	Date:

Terms & Conditions:

1. For any works conditioned as part of a new development or construction project that has been approved by Council that requires Operational Works or Local Law approvals, contact Council's Planning Department on Ph. (07) 4030 2238 for Operational Works requirements or Council's Environmental Services on Ph. (07) 4030 2264 for Local Laws requirements. This form relates only to works on or access to, the road reserve.
2. If the event is to be held within a council managed park, reserve or on the foreshore, this form should not be used. In such case, contact Council's Manager - Parks & Facilities (07) 4030 2297.
3. Applications that require road closure and/or detours shall require a Traffic Guidance Scheme (TGS) or Traffic Management Plan (TMP) to be designed and implemented by a suitably qualified and competent person. This process is detailed in the latest edition of the Manual of Uniform Traffic control Devices (MUTCD) Part 3.
4. You shall indemnify the local government against all liability directly or indirectly associated with the activity. You shall provide details of a current public liability insurance policy for an amount of not less than TWENTY MILLION DOLLARS (20,000,000.00), including company, policy number and expiry date.
5. Road closures should be advertised in a newspaper prior to the event taking place. **Applicants must allow processing time through council of at least 10 working days before the closing date for advertising.**
6. After completion, this form can be returned in person to one of our Customer Service Offices, faxed to (07) 4061 4258, posted to PO Box 887 Innisfail QLD 4860 or scanned and e-mailed to

enquiries@cassowarycoast.qld.gov.au