



# Cloncurry Shire Council

FRM-IE3030-04

## DRIVEWAY CROSSOVER

**Information Privacy Act 2009** Cloncurry Shire Council is collecting your personal information in accordance with the *Local Government Act 2009*. The information collected on this form will be accessed by authorised Council officers or any other relevant State Government departments for the purpose of approving this application and ensuring Council records are accurate. Your information will not be accessed by any other person or agency unless you have given us permission, or we are required to do so by law.

Additional pages may be attached if there is insufficient space on the form to complete any question.

### Authorising Provisions:

Local Law No.4 (Local Govt. Controlled Areas Facilities & Roads) 2014; and  
Subordinate Local Law No.4 (Local Govt. Controlled Areas, Facilities & Roads) 2014  
Concurrence Agency - Assessment against the Queensland Development Code (QDC) NMP1.1

### SECTION 1: APPLICANT DETAILS (please print)

Name			
ACN (if applicable)			
Postal Address			
Suburb		Postcode	
Phone no. (day)		Mobile no.	
Email			

### SECTION 2: WORKS DETAILS

#### Type or proposed work

Please select and provide further details below:

☐ New driveway

☐ Repair/replace driveway

☐ Additional driveway

Generally, only one driveway is permitted. All request for an additional driveway is assessed individually and permission is at the discretion of Council

#### Details of work


### SECTION 3: PROPERTY LOCATION (please print)

Street		Street no.		Shop no.	
Suburb				Postcode	
Real Property Description	Lot no.		Plan type		Plan no.

Dates that work will commence: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Dates that work will conclude: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Time that work will commence: \_\_\_\_\_ Time that work will conclude: \_\_\_\_\_

**Is the location of the work adjacent to a State Controlled road?**

- ☐ No
- ☐ Yes → Has the Department of Transport & Main Roads been notified? (Approval Required)
- ☐ No
- ☐ Yes → Please provide approval letter from Department of Transport & Main Roads.

**Do you require parking bays to be closed off?**

- ☐ No
- ☐ Yes → How many parking bays? Please provide detailed location of parking bays.

**Do you require the use of Council's facilities? e.g. water, electricity**

- ☐ No
- ☐ Yes → Please describe (*Please note appropriate charges will apply*)

**SECTION 4: CHECKLIST**

Description	Please tick to confirm
Is the driveway to be constructed from concrete (includes plain, coloured or stencilled concrete and exposed aggregate concrete), asphalt, bitumen or pavers?	<input type="checkbox"/>
Is this the only driveway/crossover for this property?	<input type="checkbox"/>
Is the driveway located so as to provide a clear view of passing pedestrians and vehicles?	<input type="checkbox"/>
Is the driveway in a location where there are no painted or concrete traffic islands on the road in front of the driveway?	<input type="checkbox"/>
Is the driveway 600mm clear from the nearest stormwater pit?	<input type="checkbox"/>
Is the driveway 800mm clear from any power or light poles?	<input type="checkbox"/>
Is the driveway in a location where there are no road signs or trees?	<input type="checkbox"/>
Is the driveway in a location where there are no water meters, fire hydrants or valves in the path of the driveway?	<input type="checkbox"/>
Is the driveway in a location where it will not cover the water supply pipe between the main and the meter?	<input type="checkbox"/>
Is the driveway in a location where there are no sewerage or stormwater manholes in the path of the driveway?	<input type="checkbox"/>
Will the driveway levels match the existing concrete footpaths (if present)?	<input type="checkbox"/>
Is the driveway in a location where it will not be built over a Council easement?	<input type="checkbox"/>
Will the driveway be constructed in accordance with the appropriate Standard Drawing (including levels and grades)?	<input type="checkbox"/>
A sketch or drawing of the proposed driveway/crossover, including details of the vehicular access to be constructed including its design, dimensions, a long section, construction technique and a site plan and specifications of the vehicular access works to be undertaken.	<input type="checkbox"/>



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The plan should include the front boundary of the property, the driveway, the kerb and channel, the footpath, public utilities (ie. power poles, Telstra pits, etc), the landscaped area and distance from intersection if on a corner block. It should show the measurements (in millimetres) between these items.	<input type="checkbox"/>
Evidence that you have contacted and received "Dial Before You Dig" service information (provide copies of current service plans).	<input type="checkbox"/>
Details of the person who will be undertaking the vehicular access works, and if works to be undertaken by a contractor a copy of their public liability insurance will be required.	<input type="checkbox"/>
All registered owner's signatures and signed statement.	<input type="checkbox"/>
Notation or photograph of any existing damage to the planned works area.	<input type="checkbox"/>
If road closure is required, you will need to lodge an application for "Works on Local Government Controlled Roads Permit".	<input type="checkbox"/>

## SECTION 5: APPLICATION LODGEMENT

I, the Applicant understand and agree to the following:

- (a) That work carried out on Council property is in accordance with all relevant legislation including *Environmental Protection Act*, *Work Health and Safety Act* and *Transport Operations (Road Use Management) Act* and relevant codes and standards;
- (b) Before proceeding with any work, the Applicant must give all notices to, and obtain all relevant approvals, permits and consents from utility service providers, State and Commonwealth Governments, Police and Main Roads for roads under their control and comply with their requirements;
- (c) The Applicant is to indemnify Council against any public liability injury and/or property claims arising from the works;
- (d) The Applicant agrees to pay all costs and charges incurred in the reinstatement to Council standards, any damage caused to the road, street furniture, constructed kerbing and water channelling, stormwater system and/or constructed footways or public services as a result of the activities associated with the work stated, whether by their own operations or those of their sub-contractors, agents, manufacturers, cartage contractors or other delivering or removing any materials to or from the site. Council may require an on-site inspection prior to works commencing;
- (e) All road closures, part road closures, traffic control and pedestrian diversion shall be carried out in accordance with the Manual of Uniform Traffic Control Devices, Part 3. Preparation and implementation of Traffic Management Plans and Traffic Guidance Schemes are to be carried out by competent persons as defined in the MUTCD;
- (f) The Applicant has obtained, reviewed and will comply with any relevant Council Drawings and Standards;
- (g) The Applicant and the Applicant's agent or contractor must comply with any direction of Council or its authorised person.

## SECTION 6: APPLICANTS SIGNATURE

Applicant's full name			
Applicant's signature		Date	/ /



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## SECTION 7: APPLICATION LODGEMENT

Applications may be lodged as follows:

By email: [council@cloncurry.qld.gov.au](mailto:council@cloncurry.qld.gov.au) – scanned copy with signatures only  
By post: Mail to Cloncurry Shire Council, PO Box 3, CLONCURRY QLD 4824  
By fax: (07) 4742 1712  
Pay in person at: Cloncurry Shire Council Administration Centre,  
38-46 Daintree Street, Cloncurry  
Enquires phone: (07) 4742 4100

### COUNCIL USE ONLY

Name		Date received:
Signature		
Reference number		
Amount paid		
Receipt no.		