



Address | PO Box 21 | EMERALD QLD 4720
P 1300 242 686 F 1300 242 687
E enquiries@chrc.qld.gov.au W www.chrc.qld.gov.au

(Part 2 Subordinate Local Law No. 1 (Administration) 2012)	Contact Central Highlands Regional Council (council) if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "N/A" if the question does not apply. This application is to be mailed, delivered or emailed to council.  Work must not commence until council has issued a decision for this application.		
	Company/Business Name:		
	ABN:		
	Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss		
APPLICANT DETAILS	Last Name:		
If applicant is a	Given Name/s:		
company or business, insert	Position:		
company or business name and ABN.	Location of where the work will be carried out:		
ADIV.	Address:		
	Lot on Plan:		
	GPS coordinates if no address or Lot/Plan:		
CONTACT DETAILS:	□ Business □ Private		
	Contact Person:		
	Postal Address:		
	Locality/Suburb: State: Postcode:		
	Phone number: Mobile number:		
	Email:		
	We hereby apply for permission to undertake the following works (tick ✓ relevant box and		
	refer to website for fee amount):  Works		
	Burning off in road reserve (*map must be included) – NO FEE		
	Car parking in road reserve (short term projects only)		
	Dividing fence (adjoining local government owned land)		
	Low Impact works (seismic survey or drilling activity)		
WORK DETAILS:	Maintenance and/or removal of grids and/or gates		
WORK DETAILS.	Monument / structure installation		
	Roofwater drainage to kerb		
	Stockpiling in road reserve (short term projects only)		
	Streetscape or garden on verge		
	Vegetation management works		
	Water pipeline (or other pipeline) installation		
	General request (other) – See over		

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	Additional information of proposed works (attach separately if more space is required)
	Sketch:
	A site plan/sketch (to scale) showing the location details and dimension of the proposed work must be submitted with this application. A space has been provided below to draw a sketch of the proposed location.
ADDITIONAL INFORMATION / SKETCH	
PAYMENT	Please return the completed application to <a href="mailto:enquiries@chrc.qld.gov.au">enquiries@chrc.qld.gov.au</a> Attention Corridor Management. Payment of the lodgement fee is to be made: <ul> <li>in person at any council customer service centre; or</li> <li>telephone 1300 242 686 to arrange payment; or</li> </ul>
DETAILS:	<ul> <li>direct deposit to council's bank account (number, amount and reference to be supplied by council prior to payment).</li> </ul>
NOTES:	1. If approved, council may request the lodgement of a traffic management plan (TMP) to be lodged by the applicant with council seven (7) days prior to commencing the works. The applicant must provide council with a copy of an approved site-specific TMP which addresses all identified risks. The TMP is to include a site-specific Traffic Guidance Scheme, drafted and/or approved by a suitably qualified person, showing how emergency vehicles will be granted safe access through the site. The placement of all temporary traffic signs and devices shall be as per the approved Traffic Guidance Scheme.
	2. There will be no reimbursement of any fees paid should your application be refused.
	Separate application forms are required for driveway and grid/gate installations (see <a href="website">website</a> ).
	I declare the information provided in this application to be true and correct.
DECLARATION:	
	Signature: Date: / /20

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