

# Application for Temporary Road Closure *(Request for Letter of No Objection)*

If the road closure is in relation to a Local Laws Prescribed Activity approval please use one of the following application forms (do not use this form):

- LL15 – Application for Commercial Filming or Photography*
- LL20 – Application to Conduct a Temporary Entertainment Event or Activity*
- LL23 – Conduct Work or Deposit Goods on Public Land*

You MUST complete ALL questions unless the form indicates otherwise. Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all applications, you must:

- Complete the form;
- Complete any other forms relevant to your application;
- Provide any mandatory supporting information identified on the forms; and
- Submit the applicable fee.

## 1. APPLICANT DETAILS

|  |    |                  |    |
|--|----|------------------|----|
| Applicant (person(s) or company/organisation): |    | DOB (if person): |    |
| Postal Address:                                |    |                  |    |
| Telephone:                                     | H: | W:               | M: |
| Email:   |    |                  |    |
| Contact for Application:                       |    | M:               |    |
| On-Site/Emergency Contact:                     |    | M:               |    |

## 2. LOCATION OF PROPOSED ROAD CLOSURE / TRAFFIC MANAGEMENT AREA

Site Address/Location/Description:

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## 3. ON SITE TRAFFIC MANAGEMENT COMPANY DETAILS

|                               |    |                    |  |
|-------------------------------|----|--------------------|--|
| Traffic Control Company Name: |    | TMR Registered No: |  |
| Contact Name:                 | P: | E:                 |  |

## 4. DATES OF PROPOSED ROAD CLOSURE/TRAFFIC MANAGEMENT

|              |              |
|--------------|--------------|
| Start Date:  | Start Time:  |
| Finish Date: | Finish Time: |

| OFFICE USE        |                    |             |      |
|-------------------|--------------------|-------------|------|
| Receipt Type: 111 | Payment Amount: \$ | Receipt No: | CSO: |

## 5. REASON FOR ROAD CLOSURE/TRAFFIC MANAGEMENT

## 6. CHECKLIST AND SUPPORTING DOCUMENTS

|  | Applicant<br>Supplied    | N/A                      | Officer<br>Checked       |
|--|--------------------------|--------------------------|--------------------------|
| Traffic Management Plan (if applicable)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Copy of Permit from Qld Police Service re road closures and traffic management (if applicable).. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Copy of Organisation's incorporation/charity certificate (if applicable)                         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Copy of DTMR Road Corridor permit (if applicable)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## 7. DECLARATION

To the Chief Executive Officer, Douglas Shire Council

I / We declare that the information provided by me in this application is true and correct, and agree to comply with all requirements and conditions as approved.

Print Name:

Signature:

Dated:

### Douglas Shire Council – Information Privacy Statement

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the Local Government Act 2009. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.

## 8. TEMPORARY ROAD CLOSURE/TRAFFIC MANAGEMENT ADVISORY NOTES

1. Should the application be successful a 'Letter of No Objection' will be issued. This letter is used to obtain a Police permit.
2. The application is for the assessment of impact to all road users (e.g. pedestrian, cyclist and vehicular).
3. The 'Letter of No Objection' relates to the Traffic Management Plan only. The Council does not assess or approve the Traffic Guidance Scheme (e.g. plan indicating location of all traffic control devices).
4. It is the applicant's obligation to ensure the Traffic Guidance Scheme, for the proposed road closure, is in accordance with Queensland Transport's Manual of Uniform Traffic Control Devices (AS1742.3).
5. Emergency services, local residents, businesses, bus and taxi companies directly affected are to be advised through public notices, media or letterbox notices prior to the approved road or verge closure.
6. If closure is related to special event that requires a prescribed activity permit under the Local Law, please use the event application forms stated at the top of this form.

### Verge / Footpath Closure

1. For partial closures, the applicant must attach a sketch outlining the location of works, plant equipment, temporary fencing or pedestrian control and indicate the distance remaining for pedestrian access.
2. For full closures or partial closures with less than 1 metre available for pedestrian use, a Traffic Management Plan as outlined in the Queensland Transport's Manual of Uniform Traffic Control Devices (AS1742.3) must be submitted.
- 3.

### Queensland Police

Under section 96 of the Transport Operations (Road Use Management) Act, only Queensland Police Service has the authority to order the closure of any road temporarily. Queensland Police Service will only issue a Permit if the Local Government authority has agreed to the proposal by issuing a letter of no objection. The applicant must apply to Queensland Police Service for a permit prior to closures commencing.