

City Standards & Animal Care Branch

Application for a Licence

Heavy Vehicle Parking on residential premises

logan.qld.gov.au

I / We hereby make application for licence/amendment to operate a prescribed activity as set out below.

Local Law Prescribed Activity to be Licensed/Amended

Section 1 - Applicant Details*

Privacy Collection Notice: Logan City Council is collecting your personal information for the purposes of performing its functions in assessing your application. Your personal information may be accessed by employees, contractors, and/or Councillors of Logan City Council, and other Government agencies. Your personal information will be handled in accordance with the Information Privacy Act 2009 (Qld) and may be released to other parties where Logan City Council is required or authorised by law to do so. For more information on Council's Privacy Policy, see <https://www.logan.qld.gov.au/about-council/contact-us/privacy>

Applicant Name: _____

Trading as: _____

Postal Address: _____

Telephone: _____

Email address: _____

Signature: _____

Date: _____

Section 2 - Site Details

Number: _____

Street: _____

Suburb: _____

Postcode: _____

Real Property Description: _____

Owner of property: _____

<<other details>> _____

Section 3- Transfers

The current licensee must consent to the transfer of the licence.
Declaration of licensee regarding transfer of licence.

I/We _____ being the current holder(s) of the certificate of licence for the premises hereby give notice of the transfer of the licence:

Signature(s): _____ Date: _____

Section 4 Fees

Application Type	Fee
New Licence Application	\$302.00
Application to Amend an Existing Licence	\$155.00
Application to Renew an Existing Licence	\$155.00
Licence Transfer	\$42.00

Payment options

Paying by mail:

Make your cheque or money order payable to Logan City Council and post to:
Chief Executive Officer, Logan City Council, PO Box 3226, Logan City DC, Qld 4114.

Paying in person:

Cash, Cheque, Credit Card and/or EFTPOS.

Beenleigh Customer Service Centre: 105 George St, Beenleigh - Mon to Fri 8:00am to 4:45pm
Jimboomba Customer Service Centre: 18-22 Honora St, Jimboomba - Mon to Fri 8:00am to 4:45pm
Logan City Council: 150 Wembley Rd, Logan Central - Mon to Fri 8:00am to 5:00pm

Paying by Phone:

Call Logan City Council on (07) 3412 3412 to pay with Visa or MasterCard.

Attachment - Heavy Vehicle Parking on Residential Premises

Heavy Vehicle Parking Details

Model/make and registration number of vehicle (attach copy of certificates):

GVM:

Times of parking/entering/exiting

Details of garaging/servicing of vehicle:

Type of goods proposed to be carried:

Documents to be included with Application:

- Site plan to scale showing layout of driveways, access routes, garages, buildings and distances to boundaries and neighbours.
- Details of screening, landscaping and acoustic barriers should be included.
- Copy of letter sent to adjoining owners/occupiers and acknowledgment of receipt (example attached)
- Completed Evidence of Consultation Form (example attached)
- Details of any acoustic assessment, odour assessment, noise management plan etc.
- Details addressing the prescribed criteria (refer section 6 of subordinate local law 9.4 *Heavy Vehicle Parking on Residential Premises 2010*).

Sample letter to adjoining owner/occupier

Mr A Citizen
XXX City Road
LOGAN CITY 4114

Dear Sir/Madam

I [*insert full name*] have lodged an application for a heavy vehicle parking on residential premises licence with Logan City Council on land described as [*insert address of subject site*]. I have attached a copy of the application for your consideration.

In accordance with the requirements of the heavy vehicle parking on residential premises local law, I am required to consult or attempt to consult with each owner and occupier of any premises which is neighbouring or nearby (within 50 m) of the subject site on which the heavy vehicle parking is proposed. I am also required to inform Logan City Council of the outcome of this consultation.

Please detail below any comments of the application you may have, or you may advise me or Logan City Council directly within 14 days of receipt of this letter if you wish to comment on my application for a heavy vehicle parking licence. Comments made directly to Logan City Council may be directed to email: council@logan.qld.gov.au or postal address: Attention: Development Compliance Program, Logan City Council, PO Box 3226, Logan Central DC 4114.

Yours faithfully
[*Applicant*]

Evidence of Consultation with Neighbours - Heavy Vehicle Parking Application

Applicant: _____

Address of Site: _____

To Chief Executive Officer, Logan City Council:

I _____ [Name of applicant]
have undertaken and completed consultation for the above application.

The following owners and occupiers neighbouring and/or nearby the subject site have been advised of the application. Copies or details of any comments are attached to this notice.

1. Name: _____

Address: _____

Date Letter Sent/Delivered: _____ Comments Yes/No: _____

2. Name: _____

Address: _____

Date Letter Sent/Delivered: _____ Comments Yes/No: _____

3. Name: _____

Address: _____

Date Letter Sent/Delivered: _____ Comments Yes/No: _____

4. Name: _____

Address: _____

Date Letter Sent/Delivered: _____ Comments Yes/No: _____

Yours faithfully,

[Applicant's signature and date]