

2026/27 Application for Road Closure

Important Information: (please tick to confirm acknowledgement) *

- ☐ Application forms must be completed in full and submitted with all mandatory attachments to Council@logan.qld.gov.au.
- ☐ All information and documentation (invoices and approved permits) relating to the application will be sent to the details listed under the 'Applicant details' section.

Applicant Declaration: (please tick to confirm acknowledgement) *

The applicant:

- ☐ Acknowledges that the application must be submitted a minimum of ten (10) working days prior to the date that work is scheduled to commence
- ☐ Acknowledges that a minimum of ten (10) working days is required to process the application. Any amendments required to the application may result in the full ten (10) days processing period recommencing which may delay the proposed start date.
- ☐ Acknowledges that applications associated with major works applications may take up to fifteen (15) working days to process.
- ☐ Acknowledges that incomplete applications will not be processed.

Application Fees:

Standard Application Processing Fee (non refundable)	Express Application Processing Fee	Major works application
\$460.00	\$685.00	\$917.00
a) The applicant acknowledges that upon lodging the application, the above processing fee will apply. b) If after lodging the application to Council, the applicant would like to cancel the application, the above processing fee will still apply c) Applications up to 3 months: Applies to work with a duration of three (3) months or less. d) Applications up to 5 locations: Applies to applications covering up to five (5) locations.	a) If the applicant selects the express processing, an express processing fee of \$685.00 will be charged in addition to the \$460.00 standard processing fee. b) The applicant acknowledges that express applications may be refused if there is no capacity to process the application within the desired timeframe. c) If express timeframes cannot be met by Council, the applicant will be notified, and charged the standard application fee of \$460.00 d) Processing timeframes - 4 working days required	a) If the applicant selects the Major works application a fee of \$917.00 will be charged. b) Express application processing is available to major works applications c) Major works applications apply for the follow: • Any applications with over 5 roads – a separate list to be included with application. • Any applications requiring more than a 3-month timeframe • Blanket permits (permits for 12 months across Logan City)

Extensions and Amendments of existing permits

\$460.00

- a) If you are requesting any of the following, then apply for an amendment.
- changes to approved TGS' or to include new TGS'
 - changes to approved hours
 - Any amendments will incur the standard processing fee of \$460.00
- b) If you just require the dates to be extended (no changes to hours/plans), then apply for an extension
- Any further extensions will incur the standard processing fee of \$460.00.

Minor Variation Fee \$145.00

Minor variations to existing a Letter of No Objections (not minor amendments to Traffic Guidance Schemes or Traffic Management Plans), including but not limited to the following:

- Minor time variations differing from the prior application form
- Minor date variations within the existing approved start and end dates
- Change of Traffic Control Company
- Change of Principal Contractor

1. Details of Application *

☐ New	☐ Amendment	☐ Extension	☐ Major Works	☐ Variation Fee
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Existing RC # for Amendment/Extension:

2. Express Processing ☐

Express processing fees apply to any application requiring a defined timeframe (typically less than 7 to 10 working days) for Council to email a Letter of No Objection to the applicant (subject to all required information included at time of submission).

The express processing fee is charged in addition to the standard processing fee and applies to all applications including new, amendment, extension and major works. Requests to process applications as an Express Application may be refused if there is no capacity for Council to process the application within the desired timeframe, in which case you will be notified and only the standard processing fee of \$460.00 will apply.

Permit Required by (date): _____

3. Applicant 1 details * (Submit application, invoices sent to and permits issued to) *

Applicant:		
Contact Name:		
Address:		
Telephone:		Postcode:
E-mail:		
Signature:		

4. Principal Contractor details * (Principal Contractor performing works) *

Name:		
Address:		
Telephone:		Postcode:
E-mail:		

5. Traffic management company * (company must be registered DTMR Traffic Management Registration Scheme and responsible for implementing TMP) *

Name:	
Address:	
Telephone:	
Email:	

6. Council Details - ☐ Council Project (works on behalf of LCC)

Contact Name:	
Contact number:	
Contract/ Project Reference:	

1. Who are the works on behalf of: *

☐ Energex	☐ Main Roads	☐ Telstra	☐ Other: _____
If the project is on behalf of a State Approved Development and/or involves Excavation, please provide further details in next section			

State Approved Development	Excavation
☐ Development Reference (<i>you will need to attach a copy of stamped approved plans</i>) *	☐ Road Opening / Excavation Permit
Development Approval Number DEV _____ / _____	Permit Document ID No. * _____
Other: _____	

2. Closure details *

Request Dates – Start: End:

* Detailed scope of works/event: *

3. Temporary Road Closure Details (max. of 5 locations)

Location 1:

Street		Suburb	
Between: (street)		And (street):	
Requested Hours – Start Time:		Finish time:	☐ Extended hours:
Requested Days	☐ Weekdays	☐ Weekends	

Location 2:

Street		Suburb	
Between: (street)		And (street):	
Requested Hours – Start Time:		Finish time:	☐ Extended hours:
Requested Days	☐ Weekdays	☐ Weekends	

Location 3:

Street		Suburb	
Between: (street)		And (street):	
Requested Hours – Start Time:		Finish time:	☐ Extended hours:
Requested Days	☐ Weekdays	☐ Weekends	

Location 4:

Street		Suburb	
Between: (street)		And (street):	
Requested Hours – Start Time:		Finish time:	☐ Extended hours:
Requested Days	☐ Weekdays	☐ Weekends	

Location 5:

Street		Suburb	
Between: (street)		And (street):	
Requested Hours – Start Time:		Finish time:	☐ Extended hours:
Requested Days	☐ Weekdays	☐ Weekends	

10. Attachments *

Attachments	Please tick
Traffic Guidance Scheme (TGS). A site specific TGS Plan prepared in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), Australian Guide to Temporary Traffic Management (AGTTM), and Queensland Guide to Temporary Traffic Management (QGTMM) and approved by a TMR Registered Traffic Management Designer (TMD details to be shown)	☐ Mandatory
Traffic Management Plan (TMP) for major works	☐
Full Road Closure / Major works: Stakeholder notification completed prior to application submission (if yes please provide evidence)	☐
Major Works: Separate list of locations	☐
Development Approved plans (refer section 7) State Approved Development	☐
Excavation Permit (refer to section 7)	☐

Please email completed form to Council@logan.qld.gov.au

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