



Driveway Applications

Driveway and rural entrance applications can now be completed through online forms on our website.

The application forms for driveway works are available in the Engineering section on our website at www.qprc.nsw.gov.au/Building-Forms-Checklists

To streamline the approval process, please ensure the following information is provided with your application:

Urban Driveway Applications:

1. A current NSW Department of Fair-Trading contractor license or evidence demonstrating your company's authorisation to conduct driveway works.
2. A certificate of public liability insurance covering up to \$20 million.
3. Completed Urban Driveway Application Form, including Section D – Contractor's Declaration.

The online form allows you to submit your contractor licence and certificate of public liability so all the documents will be in one place.

Rural Entrance Applications:

1. A current NSW Department of Fair-Trading contractor license or evidence demonstrating your company's authorisation to conduct driveway works.
2. A certificate of public liability insurance covering up to \$20 million.
3. Completed Rural Entrance Construction Application Form.

The online form for a rural entrance allows you to submit all the required documentation for the rural entrance and the required Section 138 (*Roads Act 1993*) approval in one form.

Important Notes:

- No work may begin until payment has been made, and approval has been provided by Council.
- Council will be in contact with you to arrange bond refunds if we hold a bond in your name.
- Bonds will no longer be required for Urban Driveways under this new process.
- Requirement for bonds for rural driveways is dependent on the works proposed and will be advised on a case-by-case basis.

If you have any questions or need further clarification, please contact Council's Development Support team on (02) 6285 6244 or via email at development@qprc.nsw.gov.au

