

Application for Property Access Approval 2025/2026



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Important Information:

This application form is applicable to any property owner wishing to construct a new driveway that connects to a local Council-controlled road within the Gympie Regional Council area. All proposed driveways must comply with Council's current standards and be designed to manage stormwater effectively. Please see <https://www.gympie.qld.gov.au/Services/Housing-Property-Matters/Driveway-and-property-entrances> for current property access standards.

Before construction can commence, approval must be obtained from Council. This form must be submitted along with all relevant documentation for the application to be considered.

Fees apply to the assessment of driveway applications. These charges help cover the costs associated with processing, inspection and ensuring compliance with Council standards.

If your property adjoins a State-controlled road, you must apply through the Department of Transport and Main Roads (TMR) using their designated form. These applications are not managed through Council. For assistance in determining whether your road is Council or State controlled, please visit QLDTraffic Road Lookup.

2025/2025 Application for Property Access Approval Fee

\$443.50 incl GST

This non-refundable application fee is required prior to assessment commencing on your application. Following your submission, an invoice will be issued, and assessment of the application will not commence until payment has been received in full.

By submitting this application, the applicant acknowledges and agrees to these payment terms.

Please forward completed application and/or queries to:

Mail: Gympie Regional Council
PO Box 155
Gympie Qld 4570

Email: council@gympie.qld.gov.au
Ph: 1300 307 800

OFFICE USE ONLY

Invoice No:	Receipt No:
Invoice Paid:	Receipt Date:

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Applicant Details:

Applicant Name/s:

Business Name (if applicable):

Postal Address:

Email Address:

Phone Number:

Proposed Property Access Details:

Address of Proposed Property Access:

Lot Number:

Plan Number:

Number of Existing Property Accesses (if any):

Type of Access:

Reinforced Concrete Pipe

Invert Crossing

Access Finish:

Brushed/Stamped Concrete

Exposed Aggregate

Other (please detail):

Mandatory Attachments

Please attach a site plan or satellite aerial view plan of proposed access location including measurements and distances from boundary/s. If there is a tree located on the Council verge, within 4 meters of the proposed driveway location, please provide the location of the tree on the access application plan.

Applicants Signature: _____

Date:

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Office Use Only

Inspector:

Driveway Type:

Sight Distances:

Inspector Comments:

Inspector Recommendation:

Approval Conditions (if applicable):

Approver:

Approver Decision/Outcome/Comments:

Approver Signature:

Date:

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