



Application for new permit or referral to clear native vegetation

This is the form to submit a referral of proposed clearing or apply for a clearing permit under Part V of the *Environmental Protection Act 1986* (EP Act).

Before you submit this form, please check you have completed all the fields for the form type and fully prepared any required supporting documents (maps etc.). The Department of Water and Environmental Regulation (DWER) or Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) will return/decline any forms that are not correctly completed.

To find out more about the stages of assessment for clearing permit forms, see the [Procedure: Native vegetation clearing permits](#).

Part 1 – Form type

<p>Select your form type.</p> <p>Note: Where appropriate in this form, and unless stated otherwise, the terms ‘application’ and ‘applicant’ also mean ‘referral’ and ‘referrer’ respectively.</p>	<p><input type="checkbox"/> Referral of proposed clearing (section 51DA of the EP Act)</p> <p><input checked="" type="checkbox"/> Application for an area permit (section 51E of the EP Act)</p> <p><input type="checkbox"/> Application for a purpose permit (section 51E of the EP Act)</p>
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<p>Which department are you submitting this form to?</p> <p>If the clearing is for mineral and petroleum activities authorised under the <i>Mining Act 1978</i>, the various petroleum Acts, and/or a State Agreement with areas covered by either mineral or petroleum tenure granted under one of the abovementioned Acts, select ‘Department of Energy, Mines, Industry Regulation and Safety’.</p> <p>For all other clearing activities, select ‘Department of Water and Environmental Regulation’.</p>	<p><input type="checkbox"/> Department of Energy, Mines, Industry Regulation and Safety</p> <p><input checked="" type="checkbox"/> Department of Water and Environmental Regulation</p>
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Part 2 – Applicant details

2.1 Applicant name

For area permits: If granted, the name(s) of (all) landowner(s) will be listed as 'permit holders' on the permit. For purpose permits: If granted, the name(s) of (all) applicant(s) will go on the permit.	<input type="checkbox"/> Applying as an individual – complete the following:	
	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other:
	Name(s)	
	<input type="checkbox"/> Applying as a body corporate or other entity formed at law – complete the following:	
	Name	
	Australian Company Number (ACN)	
	<input checked="" type="checkbox"/> Applying as a government entity (e.g. government department, local government authority, or other statutory body)	
	Name	City of Joondalup ABN: 64 254 472 416

2.2 Applicant contact details

Provide the contact details for the above (primary contact).

Title	
First name	
Last name	
Position	
Company name	
Phone number	
Email address	

2.3 Applicant contact postal details

Provide the postal address for the above individual, body corporate or local government authority (primary contact).

Address line 1	
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Address line 2	
Suburb	
State	

2.4 Applicant contact – registered business address

If applying as a company, incorporated body, local government authority or public authority, please also supply the registered business office address.

Address line 1	
Address line 2	
Suburb	
State	
Phone number	

2.5 Electronic correspondence consent

DWER/DEMIRS prefer to send all correspondence via email. We request that you consent to receiving all correspondence relating to instruments and notices under Part V of the EP Act via email. Please indicate your consent in this section of the form.

I consent that all written correspondence between myself (the applicant) and DWER/DEMIRS (as applicable) about the subject of this form will be exclusively via email, using the email address provided above.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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2.6 Contact details for enquiries

If different from the applicant's contact details, enter the contact details of a person with whom DWER/DEMIRS should liaise with (e.g. a consultant).

Same as applicant's contact details	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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If 'No' – complete the following:

Title	
Contact name	
Position (if applicable)	
Company name (if applicable)	

Phone number	
Email address	
Business or postal address line 1	
Business or postal address line 2	
Suburb	
State	

Part 3 – Land details

- You must accurately describe the location of the land where your clearing is proposed.
- Provide copies of associated documents registered against the Certificate of Title (limitations, interests, encumbrances or notifications) where the clearing may impact them (i.e. caveats within freehold Lots).
- If you have a large number of properties, please provide the relevant details for each property in a separately attached supporting document.

I have a large number of properties and have given the relevant details in an attached supporting document.	<input type="checkbox"/> Yes – skip to Part 4 <input checked="" type="checkbox"/> No
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If 'No' – complete the following:

<p>Land description</p> <p>Provide the following details, as applicable, for all properties:</p> <ul style="list-style-type: none"> – volume and folio number – lot or location number(s) – crown lease or reserve number – pastoral lease number – mining tenement number 	<p>Mullaloo Foreshore Reserve is part of the Hillarys Coastal Foreshore Reserve (145 Whitfords Avenue, Hillarys, 6025) and located opposite Tom Simpson Park (19 Oceanside Promenade, Mullaloo, 6027). The reserve is classified as a Bush Forever Site and an Environmentally Sensitive Area. The soil system is the Quindalup Complex. The site offers public access to Mullaloo Beach.</p> <p>The area of interest for this clearing permit is a limestone wall located approximately 15m northeast of Mullaloo Surf Life Saving Club and directly west of Mullaloo south toilets and changerooms (Tom Simpson Park). The wall is located along BEN sign J102 and functions as a retaining wall.</p> <p>Volume: 3133 Folio: 570</p> <p>Lot 15445 on Plan 40340</p> <p>Bush Forever Site 325</p> <p>Reserve number: 47831</p>
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Street address – Line 1	Hillarys Coastal Foreshore Reserve, 145 Whitfords Avenue		
Street address – Line 2			
Suburb	Hillarys		
State	WA	Postcode	6025
Local government area(s)	City of Joondalup		
Land zoning	MRS - Parks and Recreation		

Part 4 – Relationship to landowner

Tell us which of the following options best describes you as the person completing and submitting this form. If you are filling out this form on behalf of the applicant, answer this question as though you are the applicant.

Proof of ownership may include:

- a certificate of title
- a pastoral or mining lease
- public authority that has care, control or management of the land
- other form of lease, land tenure or specific arrangement.

Relationship to landowner (select one of the following options)	Complete the following
<input checked="" type="checkbox"/> I am the landowner	<input checked="" type="checkbox"/> Attach proof of ownership
<input type="checkbox"/> I am lodging a form on behalf of the landowner (e.g. a consultant)	<input type="checkbox"/> Attach proof of ownership
<input type="checkbox"/> I am acting on the landowner's behalf and will be jointly responsible for the clearing permit (i.e. joint form)	<input type="checkbox"/> Attach proof of ownership <input type="checkbox"/> Attach a letter, in which the landowner authorises you to act on their behalf and acknowledge they will be jointly responsible for the clearing permit
<input type="checkbox"/> I am likely to become the landowner	<input type="checkbox"/> Attach evidence of the pending transfer of ownership, including details of current proprietor on certificate of title, and/or contract of sale ('offer and acceptance')
<input type="checkbox"/> I will undertake the clearing activities with the landowner's authority and will be the permit holder	<input type="checkbox"/> Attach proof of ownership <input type="checkbox"/> Attach a letter, in which the landowner authorises you to access and clear native vegetation within the property(ies) as detailed in section 3.1 (if the applicant is not the landowner)
<input type="checkbox"/> I am a person with multiple land parcels within which clearing is proposed	<input type="checkbox"/> Attach proof of ownership and/or <input type="checkbox"/> Attach letters, in which the landowner authorises you to access and clear native vegetation within the properties as detailed in section 3.1 (if the applicant is not the landowner)
<input type="checkbox"/> I will undertake the clearing activities through the exercise of power conferred by different legislation (e.g. the <i>Energy Operators (Powers) Act 1979</i>)	<input type="checkbox"/> Provide relevant legislative details:

See Attachment 1 - Certificate of Title

Part 5 – Proposed clearing

5.1 Maps and/or spatial data

<p>Select which map type(s) you will attach with your form.</p> <p>Note: DWER/DEMIRS will decline/return forms (as applicable) if you do not provide sufficient information for this question.</p>	<p><input checked="" type="checkbox"/> An ESRI shapefile with the following properties (preferred)</p> <ul style="list-style-type: none"> • Geometry type: polygon shape • Coordinate system: Geocentric Datum of Australia (GDA) 2020 (geographic latitude/longitude) • Datum: GDA 2020 <p><input checked="" type="checkbox"/> An aerial photograph or map with a north arrow, clearly marking the proposed clearing area</p> <p>Note:</p> <ul style="list-style-type: none"> • An ESRI shapefile must use one of the following filename extensions: .shp, .shx, .dbf, and/or .prj • You must provide an ESRI shapefile if the form requires an assessment under an <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cth) (EPBC Act) accredited process. See Part 8 of this form for more information.
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See Attachment 2 - Map of Proposed Clearing Area

See Attachment 3 - Shapefile of Proposed Clearing Area

5.2 Size

- If you propose to clear a patch(es) of vegetation, enter a hectare value for the total size of the area (mark number of trees as zero). For example, “clearing of 5 hectares”.
- If you propose to clear only individual trees (i.e. the shrubs, grasses, groundcover plants will remain intact), provide the number of trees. For example, “clearing of 10 trees”. If any shrubs, grasses, and/or groundcover plants **may** be damaged in the clearing process, enter the total area only.
- If you propose to clear an area of native vegetation within a larger footprint, enter the hectare value for the total size of the area to be cleared (mark number of trees as zero) and the size of the footprint. For example, 5 hectares of clearing within a 10-hectare footprint. This option is only available for purpose permit applications.
- Enter values for **both** number of trees and the size of the area **only if** you are clearing individual trees in one area **and** a patch of vegetation in a different area.
- Please note the following area conversions/calculations:

1 hectare = 10,000 m ²	Area of circle = 3.14 x radius ²
1 acre = 0.4 hectares/4,000 m ²	Area of a rectangle = length x width
1 tree = 0.01 hectares/100 m ²	Area of a triangle = ½ length x perpendicular height

Total area of clearing proposed (hectares)	0.004
Footprint of clearing (hectares) (purpose permit only)	N/A
Number of individual trees to be cleared	0

Note: Calculate the area of a tree based on the area encompassed by the tree's drip line; that being the outermost circumference of the tree's canopy.

5.3 Purpose

<p>Provide the reason for proposed clearing (e.g. road construction, grazing and pasture, hazard reduction, horticulture, timber harvesting etc.).</p> <p>If applicable, provide any additional project overview or explain in detail the activities on the property (e.g. provide context of work proposed and describe how clearing will contribute to overall work activities onsite etc.).</p>	<p>The City of Joondalup is requesting a clearing permit to clear 0.004ha (43.66m²) of native vegetation to conduct urgent repairs on a limestone wall near the Mullaloo Surf Life Saving Club. The wall, which now functions as a retaining wall, holds a significant amount of foreshore dune back from collapsing onto the beach access way. This beach access way is a high traffic area and allows pedestrians and surf club users to access the beach and amenities. A failure of the wall while pedestrians are present may lead to significant injuries.</p> <p>During a routine inspection of the infrastructure at Mullaloo Foreshore Reserve, signs of major structural defects were exhibited on the limestone wall which is located along beach access point J102 (refer to Attachment 4, plates 14 – 20). The limestone wall ranges in height from 1.5-1.8 metres, with an equivalent height plus almost a metre in places of sand dunes applying force behind it. The wall is a single leaf, mass wall that is unreinforced and was not originally designed to support the forces now acting on it from the adjacent dunes. Cracking has been observed in multiple locations with some outward rotation indicating that a failure plane is developing. Repairs and reinstatement are required to ensure the wall stability into the future. As the location of the wall is within a high foot traffic area, and the condition of the wall is rapidly deteriorating, repairs have been deemed urgent. Since submitting a clearing permit referral to DWER on 30 September 2025, the crack widths within the wall have continued to increase.</p> <p>The City of Joondalup is currently working with internal staff and contractors to determine the most suitable course of action to conduct maintenance. Internal engineering staff have advised that it is not possible to perform the required structural maintenance from the outside of the wall. Due to the location of the works and the height of the wall, it is not possible to repair the wall appropriately without shifting the sand and vegetation first. Clearing of a small amount of vegetation would grant the required access to conduct maintenance on the interior of the limestone wall.</p> <p>The scope of works will likely include:</p> <ul style="list-style-type: none"> • Crack sealing of the limestone blocks • Removal and repointing of joint material • Additional stiffening at the crack locations which may require installation of additional blocks at the base of the wall • dismantling and rebuilding of the blockwork. • Installation of drainage outlets at the base of the wall <p>The City is proposing to clear an area of up to 0.004ha (43.66m²) of native vegetation which contains at least 3 established coastal daisy bushes (<i>Olearia axillaris</i>) and 6 - 8 established thick-leaved fan-flower (<i>Scaevola crassifolia</i>). Other species present which may require pruning include <i>Myoporum insulare</i> and <i>Rhagodia baccata</i>.</p> <p>Recent floristic mapping conducted in 2022 recorded that the vegetation communities of the proposed clearing area are reflective of FCT29a Coastal shrublands on shallow sands, which is a Priority 3 Ecological Community. The vegetation was mapped to be in Good condition for this area of the reserve, however a site inspection indicates that part of the clearing area is</p>
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	<p>likely to consist of Degraded vegetation given the high weed load present on the western edge of the clearing area.</p> <p>Priority 3 fauna species <i>Isodon fusciventer</i> (Quenda) is present within the reserve, however these works are unlikely to impact the long-term use of the Mullaloo Foreshore Reserve by Quenda as revegetation will be conducted within the cleared area once works are completed. Priority 4 <i>Synemon gratiosa</i> (Graceful Sun-Moth) may use Mullaloo Foreshore Reserve vegetation as habitat however their key foraging species <i>Lomandra maritima</i> is not likely to be impacted by these works.</p>
Specify what the final land use will be after clearing	MRS - Parks and Recreation (no change).

See Attachment 4 – Photos of Proposed Clearing Area

5.4 Method

Proposed method of clearing (i.e. burning, cutting, draining, flooding, grazing, mechanical clearing/bulldozing or other – specify)	A small excavator would be required to remove some of the sand behind the wall. Shoring will be done to ensure the safety of the excavation while any additional blocks are installed. Crack sealing and repointing would require hand tools. A flat top crane truck would need to access the site to deliver any additional blocks required.
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5.5 Timeframe

Period within which you propose to do the clearing (e.g. 1/7/2022 to 30/8/2024)	<p>Start date: 02/05/2026</p> <p>End date: 27/05/2026</p> <p>The dates provided are an estimate and will be confirmed upon consultation with contractors. The proposed dates avoid heavy foot traffic during the summer period and allow for all approvals to be obtained.</p>
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Note: The clearing referral process is not suitable for any clearing that is expected to take longer than two years.

5.6 Pre-application scoping

Historic clearing of native vegetation in the Swan Coastal Plain and Avon Wheatbelt [Interim Biogeographic Regionalisation for Australia](#) (IBRA) bioregions has been extensive.

DWER/DEMIRS strongly recommends a pre-application meeting if you propose to clear native vegetation within these bioregions.

Do you propose to clear native vegetation within the Swan Coastal Plain or Avon Wheatbelt bioregions?	<input checked="" type="checkbox"/> Yes – complete section below <input type="checkbox"/> I have had a pre-application meeting with DWER/DEMIRS	
	Insert date of meeting and officer name(s):	

	<input type="checkbox"/> I have contacted DWER/DEMIRS in relation to a pre-application meeting and been advised that a meeting is unnecessary in this case.	
	Insert date of conversation and officer name(s):	
<input checked="" type="checkbox"/> I have not had a pre-application meeting with DWER/DEMIRS. I understand that this may increase the likelihood of requests for further information and/or delays in assessment.		
<input type="checkbox"/> No – proceed to next question.		

Part 6 – Mitigation hierarchy

6.1 Avoidance and mitigation

Explain how you have, or will, put avoidance and mitigation measures in place to eliminate, reduce, or otherwise mitigate the need for and scale of the proposed clearing of native vegetation.

Attach supporting documents to substantiate your explanation.

Your explanation should demonstrate you have planned the project so that the least clearing possible is to be undertaken. The following questions may help you frame your explanation:

- Why did you select this location and amount of clearing?
- What alternatives to clearing – e.g. engineering solutions – did you consider? (Attach design drawings where applicable)
- What changes, if any, did you make to the location or amount of clearing to reduce the impacts of the clearing?

Note: If you do not demonstrate adequate efforts to avoid and mitigate clearing, DWER/DEMIRS will ask you to do so during the validation of this application. Offsets will only be considered by DWER/DEMIRS as a last resort, once avoidance and minimisation measures have been clearly demonstrated.

Provide the avoidance details (e.g. retention of vegetation on property)	<p>The City has explored two alternative options for conducting repairs to the wall that would reduce or completely avoid the clearing of native vegetation.</p> <p>The first approach was to investigate the feasibility of repairs solely on the outside of the wall. Repairs on the outside of the wall would avoid the clearing of vegetation, however, discussions between the project engineering team and contractors have determined that this is not a feasible option to ensure a long-lasting repair of the structure.</p> <p>The second approach reduces impacts by limiting site access to the less vegetated western side of the area (Attachment 4, Plate 11). It was determined that entry from the western point is the least destructive approach as the vegetation in this area consists currently of weeds (<i>Tetragonia decumbens</i>, <i>Trachyandra divaricata</i>, <i>Euphorbia paralias</i> and</p>
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	<i>Cakile maritima</i>) and little native vegetation cover (see Attachment 4, Plates 11 – 13). Where possible, native vegetation will be pruned back to avoid totally removing the native vegetation.
Provide the mitigation details (e.g. management of weed spread, rehabilitation)	<p>To mitigate the impacts of the proposed clearing the City will revegetate at a ratio of 2:1 from species reflective of FCT29a Coastal Shrublands on shallow sands. Approximately 26 plants are proposed for the revegetation, consisting of 6 x <i>Olearia axillaris</i>, 16 x <i>Scaevola crassifolia</i>, 2 x <i>Myoporum insulare</i> and 2 x <i>Rhagodia baccata</i>. Revegetation will be done in the cleared area on site and is estimated to occur in winter 2026, after work has been completed. During the summer months, plants will be watered 5 times, if required.</p> <p>Erosion controls such as coir matting will be installed around the remaining vegetation once the sand fill has been returned to the site. This will be done to address the risk of wind and water erosion and will be installed by a suitably qualified contractor. The City's Natural Environment team conduct routine manual and chemical weed control, as part of the City's maintenance of the Mullaloo Foreshore Reserve in accordance with the Mullaloo Foreshore Reserve Management Plan.</p>

6.2 Offsets

Do you want to submit a clearing offset proposal with your form?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If 'Yes' – please complete and attach Appendix A of the Clearing of native vegetation offsets procedure guideline as a supporting document for your form.	<input type="checkbox"/> Appendix A attached

Part 7 – Surveys for assessments (IBSA and IMSA)

Do you want to submit marine or biodiversity surveys in support of your form?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – skip to Part 8
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7.1 Biodiversity surveys

If you want to submit any biodiversity surveys to support this form, you must follow the Environmental Protection Authority's (EPA) [Instructions for the preparation of data packages for the Index of Biodiversity Surveys for Assessments](#) (IBSA). If you do not meet the IBSA requirements, DWER/DEMIRS will decline/return your form.

Please provide the IBSA number(s) – or submission number(s) if the IBSA number has not yet been issued – in the space provided. Note that a submission number is not confirmation that a biodiversity survey has been accepted and is not the same as an IBSA number. IBSA numbers are only issued once a survey has been accepted. Once an IBSA number is issued, please notify DWER/DEMIRS. Please note DWER/DEMIRS will suspend the assessment timeframes for your application until you provide the IBSA number(s).

Have you submitted all the biodiversity surveys that support this form to the Index of Biodiversity Surveys for Assessment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Not applicable
Provide an IBSA number (preferred) or a submission number(s)	IBSA-2023-0217

7.2 Marine surveys

If you want to submit any marine surveys to support this form, you must follow the EPA's [Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments](#) (IMSA). If you do not meet the IMSA requirements, DWER/DEMIRS will decline/return your form.

Have you prepared all the marine surveys that support this form in accordance with the EPA's <i>Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments</i> ?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not applicable
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Part 8 – Assessment bilateral agreement

The native vegetation clearing processes under Part V of the EP Act have been accredited by the Commonwealth of Australia under the EPBC Act and so can be assessed under an assessment bilateral agreement.

To be assessed this way, the proposed clearing action must have been referred to the Commonwealth under the EPBC Act and deemed a '**controlled action**' before you submit this form. DWER/DEMIRS will decline to deal with your application without the proposed clearing first being deemed a controlled action.

For further information, see DWER's [guidance on the assessment bilateral agreement](#).

Do you want your proposed clearing action assessed in accordance with, or under, an EPBC Act Accredited Process, such as the assessment bilateral agreement or accredited assessment?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – skip to Part 9
Is your proposed clearing a controlled action? If 'Yes', please make sure you have entered all the mandatory details in the Annex C7 form	<input type="checkbox"/> Yes <div style="border: 1px solid black; padding: 2px; margin: 5px 0;"> EPBC number: </div> <input type="checkbox"/> Annex C7 form attached <input type="checkbox"/> No (DWER/DEMIRS cannot assess the application under an EPBC Act Accredited Process)
List the controlling provisions identified in the notification of the controlled action decision	

Part 9 – Other approvals

9.1 Environmental impact assessment (Part IV of the EP Act)

Clearing may be referred to the EPA if it is considered to be part of a 'significant proposal', as defined by section 37B(1) of the EP Act, or will likely to be part of a larger development. An example is when the clearing is for a road to a future mine.

Section 37B(1) of the EP Act defines a 'significant proposal' as "a proposal likely, if implemented, to have a significant effect on the environment". If a decision-making authority (e.g. DWER/DEMIRS) considers the proposal in this form is likely to constitute a 'significant proposal', under section 38(5) of the EP Act they must refer the proposal to the EPA under Part IV, if such a referral has not already been made.

Has the proposed clearing or any related matter been referred to the EPA?	<input type="checkbox"/> Yes	
	<table border="1"><tr><td>Enter details:</td><td></td></tr></table>	Enter details:
Enter details:		
	<input checked="" type="checkbox"/> No – complete question below.	
If 'No' – do you intend to refer the proposal to the EPA?	<input type="checkbox"/> Yes – intend to refer (proposal is a 'significant proposal')	
	<input type="checkbox"/> Yes – intend to refer (proposal will require a section 45C amendment to the current Ministerial Statement)	
	<input type="checkbox"/> No – a current valid Ministerial Statement applies	
	<table border="1"><tr><td>Enter Ministerial Statement number:</td><td></td></tr></table>	Enter Ministerial Statement number:
Enter Ministerial Statement number:		
	<input checked="" type="checkbox"/> No – not a significant proposal	

9.2 Other approvals – works approval, licence or registration (Part V Division 3 of the EP Act)

Have you applied or do you intend to apply for a works approval, licence, registration or an amendment to any of the above, under Part V Division 3 of the EP Act?	<input type="checkbox"/> Yes	
	<table border="1"><tr><td>Application reference:</td><td></td></tr></table>	Application reference:
Application reference:		
It is an offence to perform any action that would cause a premises to become a prescribed premises of a type listed in Schedule 1 of the Environmental Protection Regulations 1987, unless that action is done in accordance with a works approval, licence or registration. For further guidance, see DWER's Procedure: Prescribed premises works approvals and licences and Guideline: Industry regulation guide to licensing .	<input type="checkbox"/> No – a valid works approval applies	
	<input type="checkbox"/> No – a valid licence applies	
	<input type="checkbox"/> No – a valid registration applies	
	<input checked="" type="checkbox"/> No – not required	

9.3 Water licences and permits (*Rights in Water and Irrigation Act 1914*)

Have you applied or do you intend to apply for:	<input type="checkbox"/> Yes
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