



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 checked="" type="checkbox"/> Referral of proposed clearing (section 51DA of the EP Act)</p> <p><input 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

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

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	
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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If 'No' – complete the following:

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other:		
Contact name			
Position (if applicable)			
Company name (if applicable)			
Phone number		Mobile	

Email address			
Business or postal address line 1			
Business or postal address line 2			
Suburb			
State		Postcode	

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:

Land description Provide the following details, as applicable, for all properties: – volume and folio number – lot or location number(s) – crown lease or reserve number – pastoral lease number – mining tenement number	Lot on Plan	P Road	
	Centroid	-33.450984, 115.788612	
	Land ID Number	3636387	
	Area	1.6693 ha	
	Polygon Number	1314656	
	Usage Description	Road Isolation (Type 3 P)	
	Local Government	DARDANUP	
Street address – Line 1	566 Crooked Brook Road		
Street address – Line 2			
Suburb	Crooked Brook		
State	WA	Postcode	6236
Local government area(s)	Shire of Dardanup		

Land zoning	P Road Road Isolation (Type 3 P)
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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 type="checkbox"/> I am the landowner	<input 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 checked="" 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 <p><i>The Shire of Dardanup is the relevant Local Government with care, control and management of the land as per Land Administration Act 1997</i></p> <input checked="" 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:

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 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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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)	
Footprint of clearing (hectares) (purpose permit only)	
Number of individual trees to be cleared	1

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>Hazard reduction as the tree impacts on the safety sightlines for traffic from the existing crossover to 566 Crooked Brook Road, Crooked Brook WA 6236. A planning application for a Cellar Door is under consideration with the Shire of Dardanup and the Shire has identified the tree as a potential hazard to road safety.</p>
<p>Specify what the final land use will be after clearing</p>	<p>Vineyard and General Farming (Cellar Door under consideration by Shire of Dardanup).</p>

5.4 Method

<p>Proposed method of clearing (i.e. burning, cutting, draining, flooding, grazing, mechanical clearing/bulldozing or other – specify)</p>	<p>Cutting down one tree which is very close to the road. This will not impact on any other vegetation.</p>
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5.5 Timeframe

<p>Period within which you propose to do the clearing (e.g. 1/7/2022 to 30/8/2024)</p>	<p>Start date: 1/11/24</p> <p>End date: 1/12/24</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.

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

	<input 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 <input checked="" type="checkbox"/> No – proceed to next question.
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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>Why did you select this location and amount of clearing?</p> <p>As a result of our planning application for Cellar Door Sales at 566 Crooked Brook Road, Crooked Brook WA 6236 to support our small business wine production venture, The Shire of Dardanup identified that one small tree close to the road and on the shire verge was impacting on the sightlines for traffic to access over the existing crossover which is the same proposed crossover to be used for access to the potential renovation of a small cellar door. This led the Shire to question the safety of traffic and identify that this one tree being removed would increase safety of motorists and also contractors and owners that work on the vineyard. As a result we have an Authority Letter from Shire of Dardanup to enable the one tree to be removed should DWER deem it in the interests of the safety of all stakeholders. No other vegetation will be impacted as it can safely be removed with access from the road.</p> <p>What alternatives to clearing – e.g. engineering solutions – did you consider? (Attach design drawings where applicable)</p> <p>We attended a site visit with Andrew Coulson, Development Engineer from Dardanup Shire and Jan Strijdom, Senior Statutory Planner to hear of their concerns for traffic safety. The Shire was able to give us an Authority Letter for clearing the tree closest to the road on the shire’s verge to increase traffic safety. Alternative access points were discussed but were not appropriate as the planned Cellar Door location is at the existing dwelling</p>
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	<p>facing the vineyard. The planned renovation would utilize the existing infrastructure (in place for over 50 years) which includes a circular gravel driveway and bitumen crossover.</p>
<p>Provide the mitigation details (e.g. management of weed spread, rehabilitation)</p>	<p>The family partnership Alex Williams and Katharine Williams and Ian and Jean Williams have been dedicated to re-planting trees on the property over the last decade. A large portion of road verge along the border of our property was removed by Dardanup Shire to enable a relocation of the road to make it safer. During this process a compulsory acquisition of our land took place and the very pretty trees on the road verge were knocked out. As the landholders, without being directed to do so, we personally endeavored to re-plant the trees at our own expense, time, effort and energy. This involved buying the native trees as seedlings. Alex and myself went to allot of effort to fence off the area inside our property fenceline (from the agisted cows) along the border of the road to protect the new seedlings, this involved buying the materials, manual labour to build the fence and string wires. We were then ready to go ahead with planting the trees, supporting with bamboo sticks, tying string to keep upright, sleeves to protect, watering, light pruning, fertilizing and watching over their progression over the past 7 or more years. Along the road verge (inside our property line, we have undertaken two lots of mass plantings. I am pleased to say that all of the plantings have been very successful due to the immense effort put in by all the partners especially Jean and Ian Williams, who are in their mid-eighties and are very committed to tree planting and beautifying the property. Inside the property we have planted along the brook to replace and beautify stands of native trees, which involved similar process as above, fencing, buying the natives, planting near winter, watering in summer, staking and sleeving, light pruning. We planted near the Crooked Brook waterway and another area high up on the hillside. We estimate over 500 trees have been planted. I hope this re-planting tree regime will help to mitigate the possible removal of the one tree identified as a hazard and it's potential removal will help with road safety. We plan to continue to plant more trees over the property in the years to come.</p>

6.2 Offsets

<p>Do you want to submit a clearing offset proposal with your form?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please see above plantings of over 500 trees to help offset</p>
<p>If 'Yes' – please complete and attach Appendix A of the Clearing of native vegetation offsets procedure guideline as a supporting document for your form.</p>	<p><input type="checkbox"/> Appendix A attached</p>

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 type="checkbox"/> Yes <input checked="" type="checkbox"/> Not applicable
Provide an IBSA number (preferred) or a submission number(s)	

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
<p>Is your proposed clearing a controlled action?</p> <p>If 'Yes', please make sure you have entered all the mandatory details in the Annex C7 form</p>	<input type="checkbox"/> Yes <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> EPBC number: </div> <input type="checkbox"/> Annex C7 form attached <input checked="" 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 <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> Enter details: </div> <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 <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> Enter Ministerial Statement number: </div> <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)

<p>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?</p> <p>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.</p>	<p><input type="checkbox"/> Yes</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Application reference:</td> <td></td> </tr> </table> <p><input type="checkbox"/> No – a valid works approval applies</p> <p><input type="checkbox"/> No – a valid licence applies</p> <p><input type="checkbox"/> No – a valid registration applies</p> <p><input checked="" type="checkbox"/> No – not required</p>	Application reference:	
Application reference:			

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

<p>Have you applied or do you intend to apply for:</p> <ul style="list-style-type: none"> • a licence or amendment to a licence to take water (surface water or groundwater) • a licence or amendment to a licence to construct wells (including bores and soaks), or • a permit or amendment to a permit to interfere with the bed and banks of a watercourse? <p>For further guidance on water licences and permits under the <i>Rights in Water and Irrigation Act 1914</i>, see DWER's Procedure: Water licences and permits.</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No – a current valid licence applies</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Licence number:</td> <td></td> </tr> </table> <p><input checked="" type="checkbox"/> Not applicable</p>	Licence number:	
Licence number:			

9.4 Planning and other approvals

<p>Has the proposal obtained all relevant planning approvals and/or have you applied for all relevant planning approvals (e.g. Development Approval, Extractive Industry Licence, etc.)?</p>	<p><input checked="" type="checkbox"/> Yes</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Enter details:</td> <td>Letter of Authority has been issued by Dardanup Shire and is attached.</td> </tr> </table> <p><input type="checkbox"/> No – planning approval is not required</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Enter details:</td> <td></td> </tr> </table> <p><input type="checkbox"/> Not applicable</p>	Enter details:	Letter of Authority has been issued by Dardanup Shire and is attached.	Enter details:	
Enter details:	Letter of Authority has been issued by Dardanup Shire and is attached.				
Enter details:					