

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

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 Stirling	

2.2 Applicant contact details

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

2.3 Applicant contact postal details

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

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.

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 checked="" type="checkbox"/> Yes – skip to Part 4 <input type="checkbox"/> No
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If 'No' – complete the following:

Land description Provide the following details, as applicable, for all properties: <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 	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
Street address – Line 1			
Street address – Line 2			
Suburb			
State		Postcode	
Local government area(s)			
Land zoning			

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 Note sites vested to City of Stirling via a management order.
<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:

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 m²

1 acre = 0.4 hectares/4,000 m²

1 tree = 0.01 hectares/100 m²

Area of circle = 3.14 x radius²

Area of a rectangle = length x width

Area of a triangle = ½ length x perpendicular height

Total area of clearing proposed (hectares)	0.0504 ha (504m ² for all four sites)
Footprint of clearing (hectares) (purpose permit only)	
Number of individual trees to be cleared	0

Revised to 0.046ha
over three sites

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 Stirling is proposing a number of projects along the coastline during the 2025/26 and 2026/27 financial years. The proposed projects comprise:</p> <p>Coastal Shower Replacements at Watermans Bay and Mettams Bay</p> <p>The public outdoor showers at Watermans Bay and Mettams Bay, managed by the City of Stirling, are nearing the end of their service life and are scheduled for replacement in early to mid-2026. These facilities experience high levels of use, which has led to ongoing issues with sand traps and soakwells becoming blocked and overflowing due to the constant accumulation of sand.</p> <p>To address this, the City proposes relocating the showers so that water drains directly into a purpose-built basin within the dune system. This approach eliminates the need for sand traps and soakwells, which have proven ineffective and require frequent maintenance. The new design encourages a natural circular flow—allowing beachgoers to rinse off, with sand naturally percolating back to the beach in a similar manner to other local councils rather than being captured at building landing level and redistributed manually back to dunes.</p> <p>As part of the upgrade, minor landscaping enhancements will be undertaken, including adjustments to retaining walls and pavement layouts. Some vegetation clearing will be necessary to facilitate these improvements</p> <p>New Shower at Bennion Beach</p> <p>Bennion Beach is a popular site on the coast but does not contain any showers. The City plans to install one double shower and one footwasher at this site during the 2026/27 financial year.</p> <p>The shower is proposed to be located adjacent to the beach access deck that was constructed in 2020. To enable the construction of the shower facility and connect it to the water supply, an area of vegetation is proposed to be cleared.</p> <p>Coastal Path Upgrade Works at Trigg Beach</p> <p>The proposed clearing is required to facilitate Coastal Path Upgrade Works at Trigg Beach, aimed at improving pedestrian safety, beach access and interface between designated recreational areas and the adjacent dune system. This section of coastline experiences seasonal sand movement, which affects the beach profile and access tracks between the toilet block and Trigg Café.</p> <p>During spring and summer, sand accumulates in the</p>
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	<p>east-west orientated beach access tracks and spills onto the dual-use path and promenade, creating safety hazards and requiring frequent maintenance. In winter, sand depletion causes significant level changes between access steps and tracks, resulting in trip hazards, restricted beach access or creating of informal tracks within the dune system.</p> <p>Currently, a post and wire fence delineates the recreational area and the adjacent dune system. However, the City is experiencing ongoing issues with turf encroachment into the dune vegetation and unrestricted pedestrian access creating informal tracks through the dune system.</p> <p>To address these issues, the project involves:</p> <ul style="list-style-type: none"> • Realigning beach access tracks and upgrading the steps between the promenade and access tracks, • Upgrading landscape infrastructure along the promenade, • Installing a limestone wall and fence barrier between recreational areas and dune vegetation, • Rehabilitating affected dune areas. <p>Clearing small areas of existing dune vegetation is necessary to implement these upgrades. This will enhance pedestrian safety and access while supporting long-term protection and rehabilitation of the vegetated dune system.</p>
Specify what the final land use will be after clearing	

5.4 Method

Proposed method of clearing (i.e. burning, cutting, draining, flooding, grazing, mechanical clearing/bulldozing or other – specify)	Hand removal and mechanical clearing
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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>Clearing of vegetation at Watermans Bay, Mettams Bay and Trigg will occur during early to mid-2026 (dependent on when clearing permits are received and pending availability of the City's landscape contractor).</p> <p>Clearing at Bennion Beach will take place during the 2026/27 financial year.</p> <p>Construction will take place immediately</p>
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	following clearing. Rehabilitation planting to the dunes will be undertaken in the winter months after the construction of projects completed.
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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 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 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 checked="" 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 proposed areas of clearing have been limited to areas that are necessary to facilitate construction of paving, retaining walls, showers and other required landscape infrastructure.</p> <p>During construction, the landscape contractors will be required to retain and protect all remaining dune vegetation through temporary site fencing and bunting. Construction activities will be limited to the scope of works area, which will be fenced.</p> <p>Landscape contractors on the City of Stirling's periodic supply panel, who have a record of successfully completing works to a high standard and in sensitive areas will be selected to undertake the works. The City's technical officers will superintend the construction and regularly inspect the site to ensure any clearing/damage is restricted to the areas of vegetation nominated for removal.</p>
Provide the mitigation details (e.g. management of weed spread, rehabilitation)	<p>Rehabilitation of dune areas immediately affected by the landscape works will follow on in the winter months after completion of the upgrade.</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 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
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: 5px; margin: 5px 0;"> EPBC number: <div style="border: 1px solid black; width: 200px; height: 20px; display: inline-block;"></div> </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>Enter details: <input type="text"/></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>Enter Ministerial Statement number: <input type="text"/></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</p>	<input type="checkbox"/> Yes <div>Application reference: <input type="text"/></div> <input type="checkbox"/> No – a valid works approval applies <input type="checkbox"/> No – a valid licence applies
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guidance, see DWER's Procedure: Prescribed premises works approvals and licences and Guideline: Industry regulation guide to licensing .	<input type="checkbox"/> No – a valid registration applies <input checked="" type="checkbox"/> No – not required
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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>	<input type="checkbox"/> Yes <input type="checkbox"/> No – a current valid licence applies <div style="border: 1px solid black; padding: 2px; margin: 5px 0;"> Licence number: </div> <input checked="" type="checkbox"/> Not applicable
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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>	<input type="checkbox"/> Yes	
	Enter details:	
	<input checked="" type="checkbox"/> No – planning approval is not required	
	Enter details:	<p>Construction of the new shower areas at various locations along the coast, and upgrades to the path and beach access points along Trigg Beach, comprise public works and as such, Development Approval is not required.</p>
<input type="checkbox"/> Not applicable		

