

Environment Online

Submit a native vegetation application: area and purpose permits s.51E

19 June 2024



Government of **Western Australia**
Department of **Water and Environmental Regulation**

Summary

This guide demonstrates the process of submitting a native vegetation: area and purpose permit s.51E application for assessment. The application process for both an area and purpose permit are similar, the example in this guide is for an area permit, but it can be used for a purpose permit application.

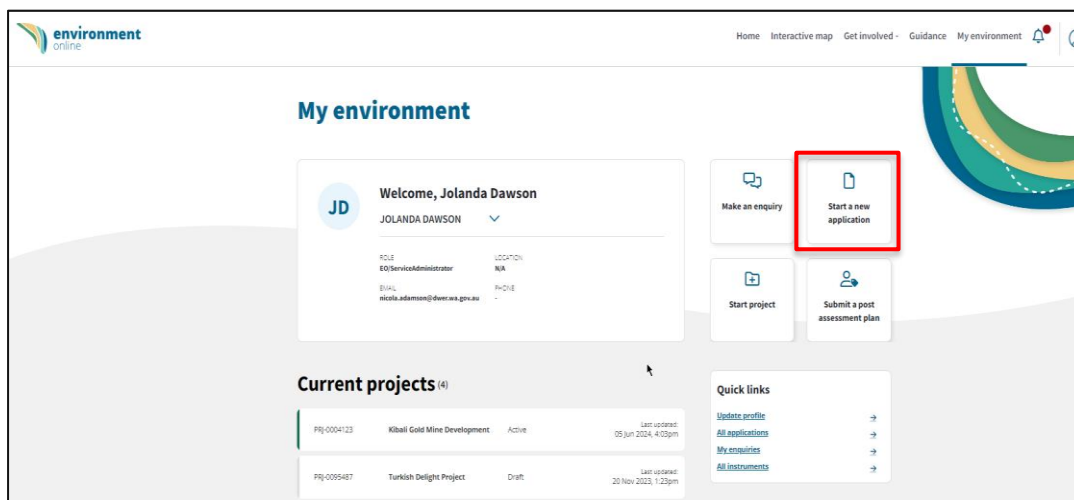
Prerequisites

You must be a registered user to submit an application for assessment in Environment Online. Guidance on registering and logging in to Environment Online is available on [the Login page](#).

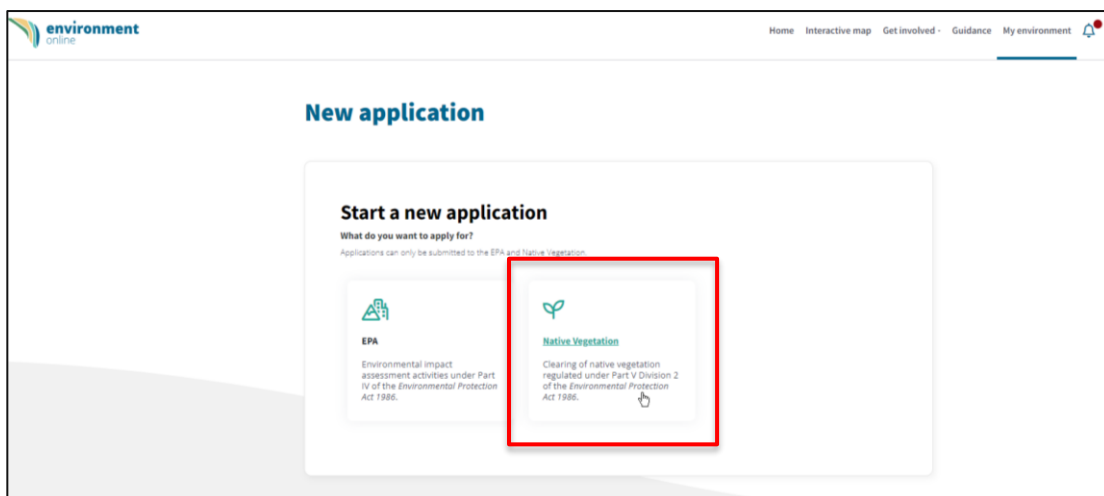
Applications are submitted within the **My environment** dashboard.

Submit an application

1. From the **My environment** dashboard, select **Start a new application**.



2. Select the **Native Vegetation** tile.



3. On the **Native Vegetation** new application page, choose an option from the **What type of application do you want to create?** drop-down menu.
4. Choose an application type from the **Select application type** drop-down menu.
5. Choose a project from the **Select a project** drop-down menu.

Note: If you do not have a current project, select **Create a new project** to create one. This is a mandatory field; the project name can be related to the purpose of the clearing.

6. Select **Start application**.

The screenshot displays the 'Native Vegetation' application form on the 'environment online' website. The page header includes the logo and navigation links: Home, Interactive map, Get involved, Guidance, My environment, and a user profile for 'Jerem JEREMY'. The main content area is titled 'Native Vegetation' and contains three required dropdown menus, each indicated by a red arrow:

- What type of application do you want to create? ***: A dropdown menu with 'New' selected.
- Select application type ***: A dropdown menu with 'Area permit (s.51E)' selected.
- Select a project ***: A dropdown menu with 'Please select' selected. To the right of this dropdown is a button labeled 'Create a new project'.

Below the dropdown menus is a button labeled 'Start application', which is highlighted with a red rectangular box.

7. Familiarise yourself with the **Area Permit** or **Purpose Permit** page, then select **Continue**.

environment online

Home Interactive map Get involved - Guidance My environment

Home / EO - Native Veg - Info

Area Permit (s.51E)

When to use this form?

You need a clearing permit issued under the *Environmental Protection Act 1986* (the EP Act) for clearing native vegetation in Western Australia, unless:

- an exemption applies – refer to [exemptions and regulations for clearing native vegetation](#).
- you submitted a referral for proposed clearing and the department determined that a clearing permit was not required.

Mineral and petroleum activities

When clearing relates to mineral and petroleum activities, you may need to apply through the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS). If your application is for mineral and petroleum activities authorised under the *Mining Act 1978*, the various Petroleum Acts, and/or a State Agreement Act with areas covered by either mineral or petroleum tenure granted under one of the above mentioned Acts, please submit your application directly to DEMIRS.

[Submit your application through DEMIRS](#)

Continue

8. On the **Applicant details** page, confirm all details are correct and ensure all mandatory information is entered. Mandatory details are indicated by an asterisk.

Note: If you are not the applicant and are submitting on behalf of the applicant, select the **Search** icon to select the applicant. You can authorise a user to represent an entity by following the steps outlined in the [Representing an Entity Knowledge Article](#).

9. Select **Next**.

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Area permit (s.51E)

PR-0095487 - Turkish Delight Project

Applicant details

Land details

Applicant details

Details have been populated from your portal account. Select the search button to nominate an alternative user as the applicant. Any user who is authorised to represent the entity may be selected from the list.

Applicant Details

Jolanda Dawson

Full Name *

Jolanda Dawson

Save Next

Guidance

Procedures and Guidelines

- [How to apply for a clearing permit to clear](#)
- [A guide to the exemptions and regulations for clearing native vegetation](#)
- [Environmentally sensitive areas](#)
- [Guideline: Native vegetation clearing referrals](#)
- [Procedure: Native vegetation clearing permits](#)
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- [A guide to the assessment of applications to clear native vegetation](#)
- [A guide to native vegetation clearing processes under the assessment bilateral agreement](#)
- [Environmental office](#)

Note: If additional applicants are required to be added to the application, select **Yes** under **Additional applicants**, and follow the steps. You must capture these details in the **Multiple Applicant Authorisation Form** in the attachment step.

10. On the **Land details** page, select **+ Add property** button to add the related property.

Note: If adding up to five properties, continue steps **10** and **11**. If adding more than five properties, upload a shapefile and/or properties list in the **Attachments** section.

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Land details

If you have more than 5 properties, please attach your spatial data and/or property list and proof of ownership in the attachments step.

Proof of ownership
 Please provide proof of ownership in the attachments step.

Property
 Please provide the relevant details for each location in a separate line in the table.

Property Name ↑	Suburb	Local government area	Relationship to landowner	Actions
Monday's property	Perth	City of Perth	I am the landowner	⌵

+ Add property

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- [Environmental offsets](#)
- [Clearing of native vegetation offsets procedure guideline](#)
- [A guide to preparing revegetation plans for clearing permits](#)

Instructions

- [Instructions for the preparation of data packages for the Index of Biodiversity Surveys for Assessments](#)
- [Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments](#)

Other Guidance

- [Clearing fees frequently asked questions](#)
- [Clearing permit fee calculator tool](#)
- [Guideline: Clearing permit application fee refunds](#)

Previous Save Next

11. Enter the property details, then select **Add**.

Add property ✕

Property name
 Give a name to your property

Land description
 Provide the following details, as applicable:

- volume and folio number
- lot or location number(s)
- crown lease or reserve number
- pastoral lease number
- mining tenement number

Add

12. When a property has been added, select **Next**.

Land details

If you have more than 5 properties, please attach your spatial data and/or property list and proof of ownership in the attachments step.

Proof of ownership
Please provide proof of ownership in the attachments step.

Property
Please provide the relevant details for each location in a separate line in the table.

Property Name ↑	Suburb	Local government area	Relationship to landowner	Actions
Monday's property	Perth	City of Perth	I am the landowner	

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Other Guidance

13. On the **Proposed clearing** page, you can draw or upload a shape to your map. Select **Draw a shape** to draw your map. The area will be automatically calculated in square kilometres in map view and hectares on the Proposed clearing page.

Proposed clearing

Location and size
You will need to draw or upload your total area of clearing proposed on the map. Please refer to clearing size guidance before starting.
Expand the map to full screen for a better experience.

Draw and upload shapes

Total area of proposed clearing

Upload a shape
File must be a shape file format. Max file size is 10MB.

Draw a shape
Draw a shape directly onto the map.

Annotations

Map interface showing a coastal area with a red circle indicating the proposed clearing location.

On the same page, enter the following:

- a. Total area of clearing proposed (hectares)
- b. Footprint of clearing (hectares) – **NOTE:** this applies to Purpose permit only
- c. The number of individual trees being removed
- d. Purpose
- e. Method
- f. Timeframe
- g. Avoidance and mitigation
- h. Offsets
- i. Process

14. Select **Next**.

Offsets

An environmental offset may be required where significant residual impacts remain after the mitigation hierarchy has been applied.

Offsets are required when a clearing application is determined by DWER to be at variance with one or more of the biodiversity related clearing principles (principles a - f, h) and a significant residual impact remains following the application of the mitigation hierarchy. The clearing principles are contained in Schedule 5 of the EP Act.

Do you want to submit a clearing offset proposal with your application?

No Yes

Process


Please attach supporting documentation regarding your clearing offset proposal.

- Download and complete Appendix A of the Clearing of native vegetation offsets procedure guideline as a supporting document for your application.
- Upload the completed form and any supporting documentation in the attachment step.

Downloads

[Appendix A Clearing of native vegetation offsets procedure](#)

15. Complete the **Pre-application scoping** page, then select **Next**.



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- Applicant details
- **Land details**
- Proposed clearing
- Pre-application scoping
- Surveys for assessments (IBSA and IMSA)

Pre-application scoping

Historic clearing of native vegetation in the Swan Coastal Plain and Avon Wheatbelt Interim Biogeographic Regionalisation for Australiation (IBRA) bioregions has been extensive. DWER 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?

Have you had any pre-application scoping meetings with DWER regarding this application?

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Instructions

- [Instructions for the preparation of data packages for](#)

16. Complete the **Surveys for assessments (IBSA And IMSA)** page, then select **Next**.



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- Applicant details
- **Land details**

Surveys for assessments (IBSA and IMSA)

Surveys may be required where the scale and nature of the clearing application is likely to have a moderate or high impact on the environment. Where applications are to be assessed under a bilateral agreement, available surveys, reports and information are required to be submitted as part of the initial application.

For further information and guidance on surveys and gathering information, please see A guide to the assessment of applications to clear native vegetation.


Biodiversity surveys

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- [Stages of assessment for native vegetation clearing permits](#)

17. Complete the **Assessment bilateral agreement** page, then select **Next**.



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- Applicant details
- Land details
- **Proposed clearing**

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 will decline to deal with your application without the proposed clearing first being deemed a controlled action.

For further information, see DWER's website 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?

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18. Complete the **Other approvals** page, then select **Next**.

Other approvals

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 s.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 DWER as a decision-making authority considers the proposal in this form is likely to constitute a 'significant proposal', under s.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.

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- [A guide to native vegetation clearing processes under the Environmental Protection Act 1986](#)

19. Select the **+ Add files** button on the **Attachments** page to include any supporting documentation, then select **Next**.

Note: If your application needs to be treated as 'confidential', please provide a redacted version of the files, and include the information to support the reason for confidentiality.

Attachments

Process

Please attach supporting documentation

- Download and complete the necessary applications
- Upload the completed applications and any supporting documentation by clicking "add files" below
- Attachment should not exceed 1GB

If you wish to request that DWER keep any or all of this information confidential, please save a separate redacted version of this information in the folder marked 'Confidential' and provide information to support your request.

Upload files [+ Add files](#)

Name ↑	Modified
Confidential	12/06/2024 9:43 AM

[Previous](#) [Save](#) [Next](#)

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- 20. Confirm all details on the **Review and submit** page have been entered.
- 21. Select the check box for **proof of payment, if applicable**, and to confirm **authority**.
- 22. Select **Submit**.

Review and submit
Please review the information you have provided.

Applicant details

Land details

Proposed clearing

Pre-application scoping

Surveys for assessments (IBSA and IMSA)

Assessment bilateral agreement

Other approvals

Attachments

I confirm that I have attached proof of payment as part of my application submission.

I confirm that I am authorised and have delegated authority to submit this application and engage in communication with the department regarding this application.

Previous Save **Submit**

- 23. Select **Confirm & submit**.

Confirm application submission

Important Notice

Please confirm the information provided in this application is accurate and complete. By proceeding, your application will be verified to ensure it contains all the information required and automatically submitted.

Cancel **Confirm & submit**

24. When successfully submitted, a confirmation page will appear. Take note of the **Application reference number**, then select the **Go to My Environment** button to return to your dashboard.

environment online Home Interactive map Get involved - Guidance My environment

Thanks for submitting an area permit (s.51E)

Application details

Your application reference number is: **APP-0707048**.

You have successfully submitted your application. DWER will be in touch with you shortly.

Next steps

Assessment process

Once an application has been accepted, DWER may request supporting information, such as an environmental survey. If additional information is requested, the assessment process stops until the information is received.

Expected timeframes

The CEO (or delegate) will decide to either grant the permit or refuse the permit. The permit may be subject to conditions. The target timeframe for decisions is 60 working days for 80 per cent of applications.

The timeframe begins from the date an application is received and ends on the day a decision is made. This excludes any time taken by the applicant to provide further information, if required.

Associated fees

A fee is required for the submission of this application. Please refer to - [Native vegetation clearing permit fees - frequently asked questions](#) | [Western Australian Government](#)

[Go to My Environment](#)

If you receive an error, select **Return to application** to amend.

Verifying application

Warning Notice

When updating any sections that have been identified as incomplete during verification, please ensure that you have selected the 'save' option at the bottom of each screen that has been edited or updated prior to returning to the verification page.

Status	Verifying summary
✖	▶ Attachments
✔	▶ Contact Details

[Re-validate](#) [Return to application](#)

Note: The **Guidance** panel on the screen's right side provides further information to support you in your application.

