

Environment Online

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

22 March 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.

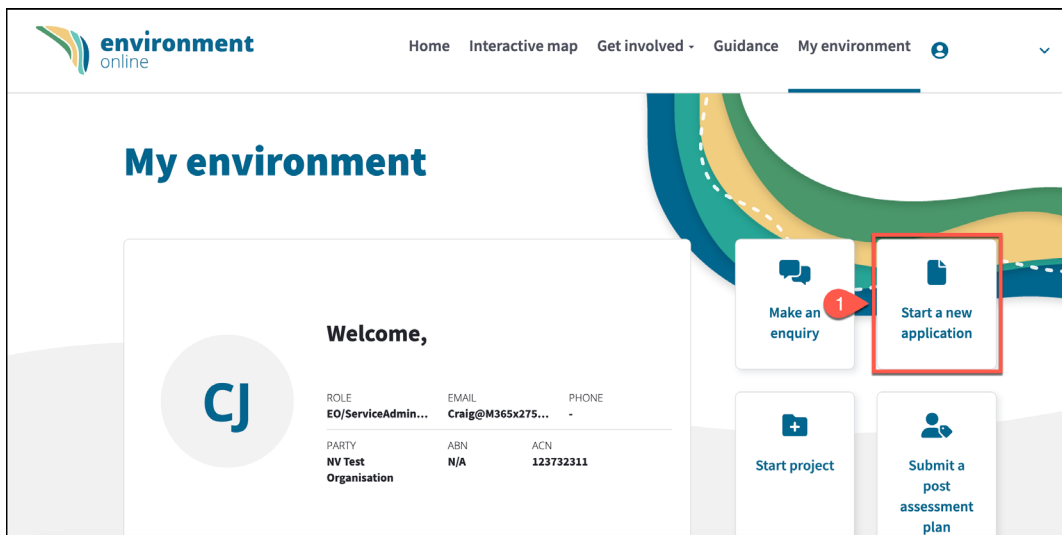
Prerequisites

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](#).

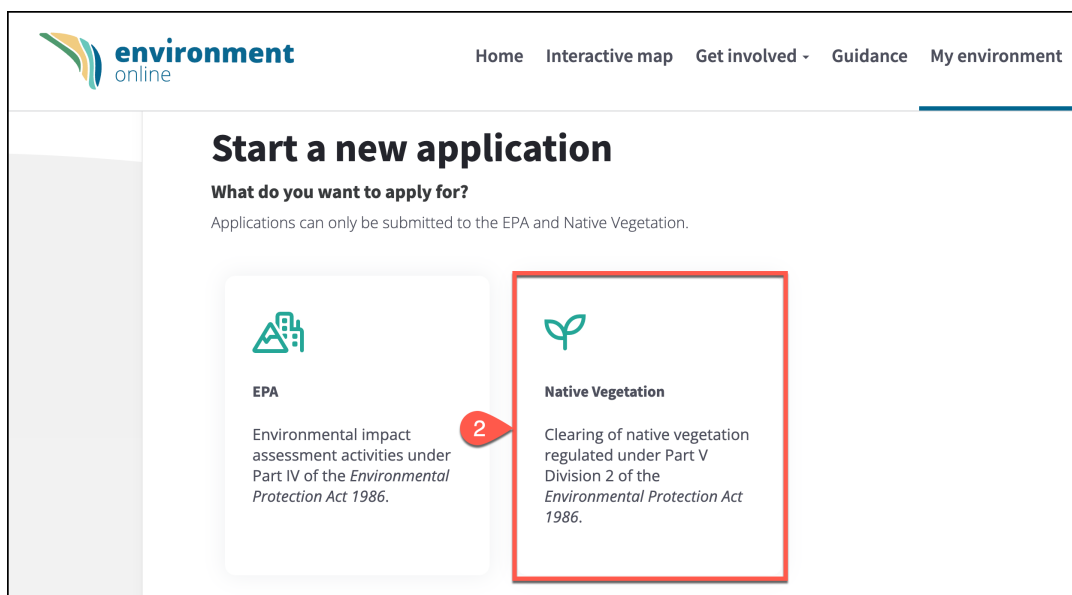
Applications are submitted within the **My environment** dashboard.

Submit an application

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



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



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

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New Application

Native Vegetation

3. What type of application do you want to create? *
Application for new permit or referral to clear native vegetation
4. Select application type *
Area permit (s.51E)
5. Select a project *
Select the project that this application relates to. Create a new project if it does not relate to an existing project.
Monday's project [Create a new project](#)
6. [Start application](#)

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

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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.

1 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](#)

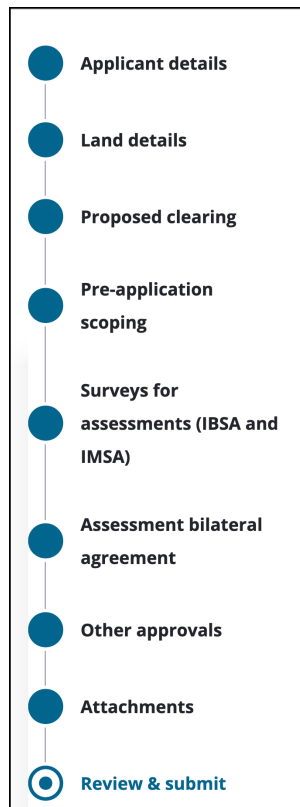
7. [Continue](#)

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**.

Note: There is a step navigation panel on the left side of the screen. You can return to a step at any time during the application process.



10. Select the **+ Add property** button on the **Land Details** page 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.

Note: The **Guidance** panel on the screen's right side provides further information supporting your application.

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Land Details

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

Proof of ownership
Please provide proof of ownership the Land details folder in the attachments step.

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

+ Add property

Property Name ↑	Suburb	Local government area	Relationship to landowner
There are no records to display.			

Previous **Save** **Next**

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

Other Guidance

- [Clearing fees frequently asked questions](#)

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:

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

11 **Add**

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

Pre-application scoping

Surveys for assessments (IBSA and IMSA)

Assessment bilateral agreement

Other approvals

Property Name ↑ **Suburb** **Local government area** **Relationship to landowner**

Monday's property	Perth	City of Perth	I am the landowner
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13. On the **Proposed Clearing** page, enter the following:

- Total area of clearing proposed (hectares)
- Footprint of clearing (hectares)
- The number of individual trees being removed
- Purpose
- Method
- Timeframe
- Avoidance and mitigation
- Offsets
- Process

14. Select **Next**.

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Applicant details

Land details

Review & submit

13 **Proposed Clearing**

Size

If you propose to clear a patch(s) of vegetation, enter a hectare value for the total size of the area (mark the number of trees as zero). For example, 'clearing of 5 hectares'.

If you propose to clear only individual trees from the area(s) (i.e. the shrubs, grasses, and groundcover plants will remain intact), provide the number of trees. For example, 'clearing of 10 trees'. Note: 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 vegetation within a larger footprint, enter the hectare value for the total size of the area to be cleared (mark the 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.

the area encompassed by the tree's drip line; that being the outermost circumference of the tree's canopy.


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15. Complete the **Pre-Application Scoping** page, then select **Next**.



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- Applicant details
- Land details
- Attachments
- Review & submit

Pre-Application Scoping

Historic clearing of native vegetation in the Swan Coastal Plan and Avon Wheatbelt Interim Biogeographic Regionalisation for Australia (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 Plan or Avon Wheatbelt bioregions?

☐ No ☐ Yes


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- [DWER Regulatory documents](#)

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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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 control action.

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

Downloads

 NV-07 Assessment bilateral agreement (Annex C7)

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

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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 a decision-making authority (e.g. DWER or DEMIRS) 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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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, provide a redacted version of the files and include the information to support the reason for confidentiality.

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Attachments

Process

Please attach supporting documentation

- Download and complete the necessary forms
- Upload the completed forms and any supporting documentation by clicking "add files" below

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	11/03/2024 10:31 AM

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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**.



Area permit (s.51E)

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- Applicant details
- Land details
- Proposed clearing
- Pre-application scoping
- Surveys for assessments (IBSA and IMSA)
- Assessment bilateral agreement
- Other approvals
- Attachments
- Review & 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
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☒ 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 of Water and Environmental Regulation regarding this application.

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[Submit](#)

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23. Select **Confirm & submit**.

- Surveys for assessments (IBSA and IMSA)
- Assessment bilateral agreement
- Other approvals
- Attachments
- Review & submit**

Confirm application submission

Important Notice

Please ensure you have reviewed the information provided in this application for accuracy and completeness.

Changes cannot be made to your application once you have submitted it to the EPA.

[Cancel](#)
[Confirm & submit](#)

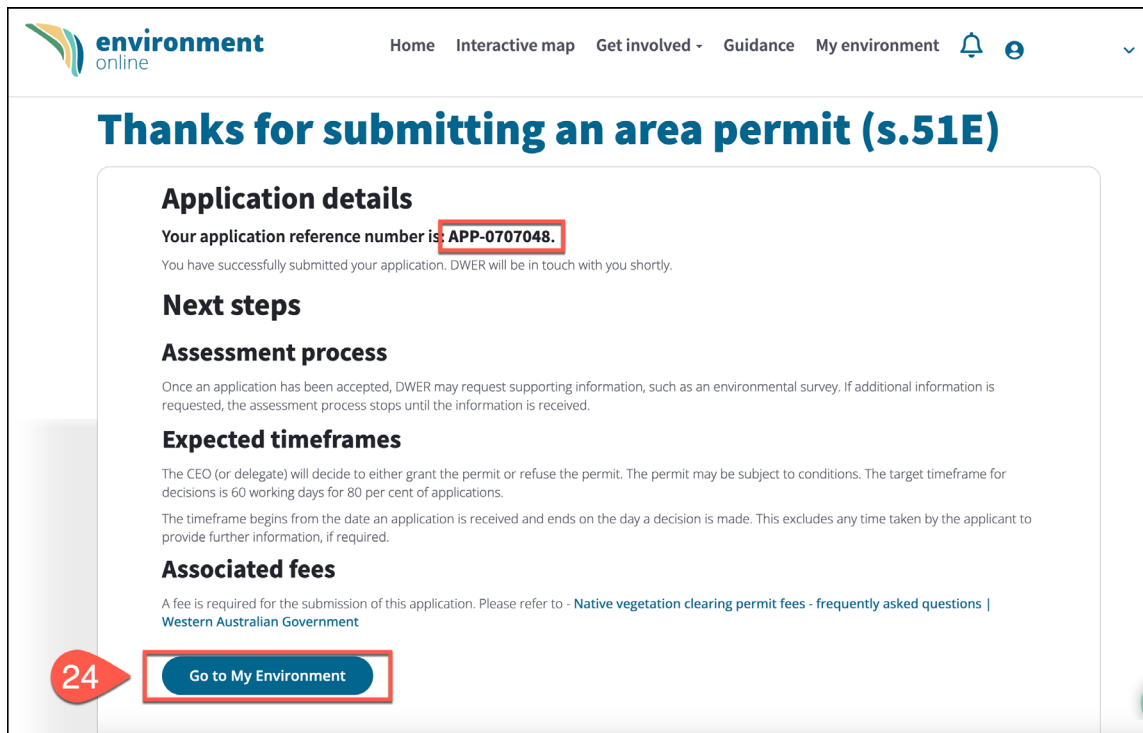
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24. When successfully submitted, a confirmation page will appear. Take note of the **Application number**, then select the **Go to My Environment** button to return to your dashboard.



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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.

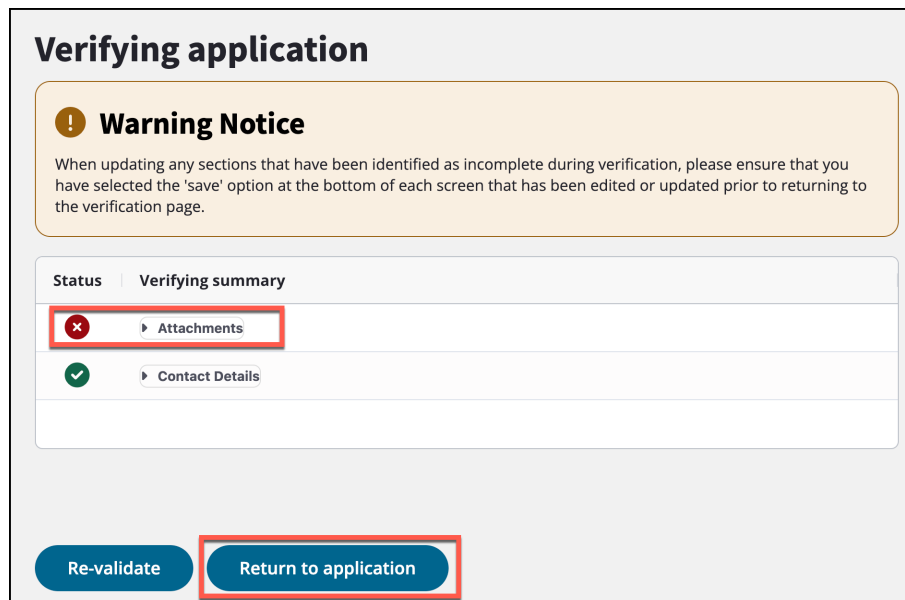
The timeframe begins from the date an application is received and ends on the day a decision is made. This excludes any time taken by the applicant to provide further information, if required.

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](#)

24 **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: Review the **Guidance** section of Environment Online to search our document library for guidance and help materials.

