

## How to apply for a permit to clear *Environmental Protection Act 1986*

The *Environmental Protection Act 1986* (EP Act) requires that the person undertaking any clearing of native vegetation must hold a permit, unless the clearing is for an exempt purpose (refer to Fact Sheet 9). These laws apply to all private and public land throughout Western Australia.

If you are unsure if your proposed clearing activity requires a permit contact your local Department of Environment and Conservation (DEC) Office for information. If you do require a permit, an application to clear will need to be submitted to DEC.

### Steps involved in applying for a permit to clear native vegetation

#### Step 1 Initial inquiry:

To make your initial inquiry and proposal to clear native vegetation contact your local DEC office (contact numbers are listed at the end of this Fact Sheet).

#### What types of permits are there?

There are two types of permits:

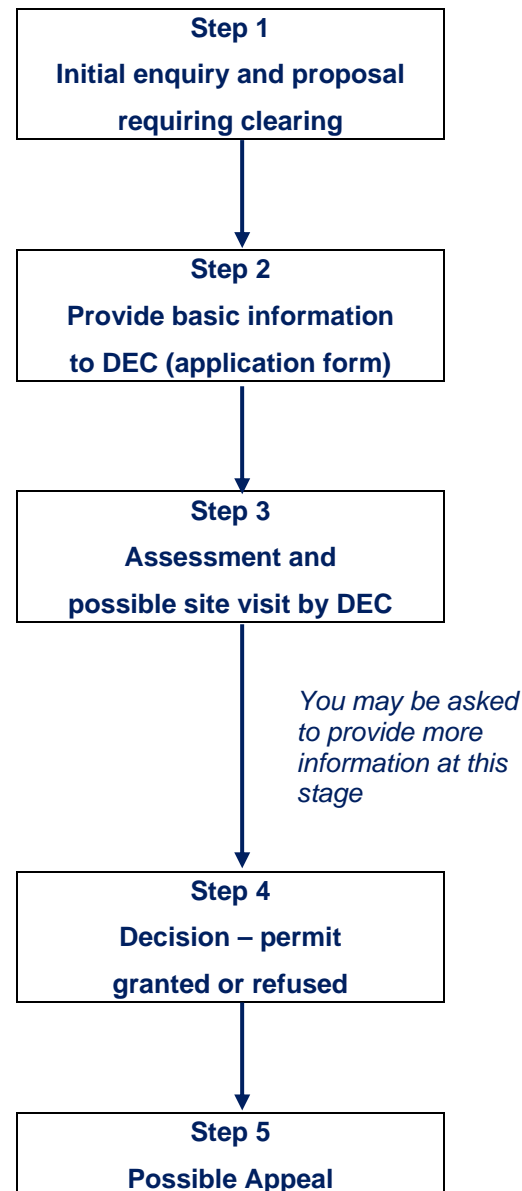
*Area Permits* – are used when the applicant is the owner of the land or when the applicant is doing the clearing on behalf of the owner of the land and has written authority to do so. Area permits are for a defined area.

*Purpose Permits* – can be used when the applicant is not the owner of the land they wish to clear but have authority under a written law or permission to access the land to undertake clearing. Purpose permits are usually for clearing of different areas from time to time for a specified purpose.

#### Step 2 Submit application and pay application fees:

Application forms are available at [www.dec.wa.gov.au/nvc](http://www.dec.wa.gov.au/nvc) within the 'forms' tab, or from your local DEC office.

### The Assessment process



To submit your application you must provide:

- A completed application form;
- Correct application fee (pay by cheque or credit card fees are detailed in the application forms); and
- Aerial photograph or map showing north and clearly indicating the area you propose to clear.

**Submit your application and payment to:**

Department of Environment and Conservation  
Native Vegetation Conservation Branch  
Locked Bag 104 Bentley Delivery Centre  
BENTLEY WA 6983

For any queries about completing your application contact DEC on 9219 8744. If you submitted your application without all of the above it will be declined and you will be advised.

Any further information that you have on the property, such as flora reports or bore readings, can also be included with your application to help DEC assess your application. This information is not compulsory with your application.

**Step 3 Assessment: What happens after I submit my application for a permit?**

At this stage a DEC officer may contact you to arrange a site visit that may include other relevant officers (e.g. from the Department of Agriculture and Food or Department of Water). You may be required to provide additional or more detailed information to help complete the assessment.

Your application will be assessed for impacts on a wide range of environmental issues including biodiversity, land degradation and water quality (refer Fact Sheet 1 for the 10 clearing principles and other definitions).

**Step 4 Decision:**

The Chief Executive Officer of DEC (or a delegate) will decide to either grant the permit or refuse the permit. The permit may be subject to conditions.

**Step 5 Possible Appeal:**

The applicant or a third party can appeal the decision or conditions of the permit. Appeals on a decision to grant or refuse a permit, or appeals on a condition of a permit are made to the Minister for the Environment through:

The Office of the Appeals Convenor  
Level 22 Forrest Centre  
221 St George's Terrace, PERTH WA 6000  
Tel: 6467 5190 Fax: 6467 5199

Email: [admin@appealsconvenor.wa.gov.au](mailto:admin@appealsconvenor.wa.gov.au)

Web: <http://www.appealsconvenor.wa.gov.au>

**What if I clear without a permit?**

Fact Sheet 2 'Clearing Offences and Penalties' and Fact Sheet 3 'Compliance Inspections and Clearing Laws' provide information about penalties and inspections.

**More information**

**Legislation**

This document is provided for guidance only. It should not be relied upon to address every aspect of the relevant legislation. Please refer to the *Environmental Protection Act 1986* and *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*, available from the State Law Publisher. Free electronic copies are available from [www.slp.wa.gov.au](http://www.slp.wa.gov.au).

**Compliance assistance documents**

Additional publications relating to clearing laws, clearing permits, and application forms are available online from [www.dec.wa.gov.au/nvc](http://www.dec.wa.gov.au/nvc) or can be requested by phoning 9219 8744.

**Compliance advice**

For advice on complying with your permit, or any other related matter, please contact your nearest DEC office:

Albany 9842 4500	Kununurra 9168 4200
Bunbury 9725 4300	Manjimup 9771 7988
Geraldton 9921 5955	Narrogin 9881 9222
Karratha 9143 1488	Perth 9219 8744

For applications related to mineral and petroleum activities contact Department of Mines and Petroleum on 9222 3570.