



Development Application Guidelines for Form 1

Under the *Swan and Canning Rivers Management Act 2006 – Part 5 – section 72(1)*

Important information for applicants

1. The Department of Biodiversity, Conservation and Attractions (the department) is responsible for assessment of development applications in the Swan Canning Development Control Area under section 72(1) of the *Swan and Canning Rivers Management Act 2006* (SCRM Act).
2. The original application Form 1 must be accompanied by sufficient information detailing the proposed works and a full set of scaled plans and specifications for the proposed development. Under section 72(7) of the SCRM Act, the department may also request further information relating to the development before considering the application to be valid and to enable proper consideration of the application.
3. The landowner(s) must consent to the application being made and must sign the application. The applicant is responsible for obtaining landowner(s) consent, except where the landowner is the department.
4. Where the applicant appoints an authorised agent to act on their behalf, the authorised agent must attach a copy of the written authority to the application.
5. The application is to be lodged with the local government or redevelopment authority in whose jurisdiction the proposed development is situated. If the proposed development is not within a local government or redevelopment authority area, the application is to be made direct to the department's Swan Canning Waterways Branch.
6. There are penalties for providing false information in the application, which may include a fine of up to \$10 000, under section 88 of the SCRM Act.
7. Please carefully read the information below when preparing your application. The application will not be considered valid and will be returned to the applicant if the application has not been signed by the owner(s) of the land, or is not accompanied by adequate detail, plans and specifications of the proposed development.

Planning Policies for development affecting the Swan Canning Development Control Area

Development proposals must be consistent with the purpose and objectives of the SCRM Act, which provides for the protection and enhancement of the ecological health, community benefits, amenity and heritage value of the Swan Canning river system. A range of planning policies have been created to guide land use and development and provide for consistent and integrated planning and decision making in relation to the Swan Canning Development Control Area.

The policies provide guidance regarding the issues that are considered when assessing an application. Where possible please address any relevant issues identified in the policies and include this supplementary information with the application.

Corporate Planning Policies for development affecting the Swan Canning Development Control Area

The department has a range of policies, guidelines and plans relevant to development affecting the Swan Canning Development Control Area, which are available on the [department's website](#).

These documents provide direction and guidance regarding how the department assesses development applications in accordance with the SCRM Act and Swan and Canning Rivers Management Regulations 2007.

State Planning Policy 2.9 Water (SPP 2.9)

State planning policies (SPPs) provide the highest level of planning policy control and guidance in Western Australia. SPPs are prepared under Part 3 of the *Planning and Development Act 2005*.

SPP 2.9 identifies issues for planning and decision making for the Swan Canning river system and is available on the Department of Planning, Lands and Heritage website: <https://www.planning.wa.gov.au/state-planning-policy-2.9-water>

Other relevant planning policies, guidelines and Australian Standards that address issues such as (but not limited to) design, lighting, wetlands, bushfire planning, visual impacts, stormwater, contaminated sites, acid sulphate soils, bushland conservation and water quality may also be considered during the assessment.

Application submission

Via email at: Rivers.planning@dbca.wa.gov.au

In post to:

Statutory Assessments – Swan Canning Waterways Branch

In person to:
Department of Biodiversity, Conservation and Attractions
17 Dick Perry Avenue
Technology Park, Western Precinct
KENSINGTON WA 6151

Department of Biodiversity, Conservation and Attractions
Locked Bag 104

BENTLEY DC WA 6983

Telephone enquiries: 9219 9000

**Checklist of information to include with a Form 1 application**

To assist the efficient assessment of applications, please include the detail requested below and any other additional information relevant to the proposal.

Item	<input checked="" type="checkbox"/> <input type="checkbox"/> N/A
Completed application form, including written consent of the landowner(s).	<input type="checkbox"/>
Additional information, including details of the proposed development (including the existing and proposed use of the site and proposed hours of operation) and addressing any relevant issues identified in the policies.	
Plans and specifications of the proposed development showing:	
<ul style="list-style-type: none">current and proposed levels (contours at no greater than 1 metre intervals), including retaining structures and fill requirementsthe location, metric dimensions, materials, finishes and type of all existing and proposed structures, including servicessections through the sitethe nature and extent of any existing and proposed open space and landscapingproposed external lighting and signageany watercourse(s) flowing through the siteposition and species of any large trees or on-site vegetation, clearly marking vegetation proposed to be retained and removedthe existing and proposed means of access and movement for pedestrians and vehicles.	
Plans, elevations and sections of any building or structure proposed to be erected or altered and/or any building or structure to be retained.	
Site plan of the lot showing the development location in relation to:	
<ul style="list-style-type: none">adjacent roadsrivers, creeks, springs and wetlandsnearby conservation areas and/or Bush Forever sitesfloodway and flood fringe boundariesland reserved for Regional Open Space under the Metropolitan Region Scheme.	
Information on the availability of drainage and sewer.	
Information on any impacts to Aboriginal heritage sites and historic heritage sites and subsequent approvals (if required).	
Information regarding potential acid sulphate soils and/or contamination.	
If the proposed development is likely to disturb potential and/or actual acid sulphate soils or a contaminated site, a preliminary investigation is required, and the results included with this application.	
Detail of proposed construction methodologies.	
Geotechnical information.	
Operational details (where relevant) e.g. for a proposed café.	
Larger developments should also include:	
Photo montages showing the development in relation to the river and foreshore landscape.	
Information on the impacts of parking, noise and traffic generated by the proposal.	
Details of stormwater management incorporating water sensitive urban design principles.	
Details of any dewatering proposed during construction, including the expected volumes, water quality, method of disposal and sampling regimes in accordance with DBCA's Policy 50 – Planning for Dewatering Affecting the Swan Canning Development Control Area.	
Any specialist studies and/or management plans required to support the application, such as traffic, heritage, environmental, engineering, landscaping or urban design studies.	



Form 1 – Application for Approval of Development

Swan and Canning Rivers Management Act 2006 – Part 5 – section 72(1)

1. Applicant details

The applicant is the person with whom the department, on behalf of the Chief Executive Officer, will correspond, unless an authorised agent has been appointed to act on behalf of the applicant, in which case correspondence will be sent direct to the agent.

Name

Position (if applicable)

Organisation (if applicable)

Contact person

Postal address

Town/Suburb

State

Postcode

Telephone

Work

Mobile

Email

I give authority for an agent (as identified at item No. 3) to act on my behalf during the assessment of the application

YES NO

If 'YES', please provide Agent's details at item No. 3

Applicant signature

Date

2. Landowner details

All owner(s) of the land **must sign this application**. Where land is owned by the Crown or has a management order granted to a local government or other agency, this application must be signed by the relevant landowner or management body as required under section 72(5)(a) of the Act. If there are more than two landowners, please provide the additional information and signature(s) on a separate page.

Details of first landowner

Name

Position (if applicable)

Organisation (if applicable)

Contact person

Postal address

Town/Suburb

State

Postcode

I consent to this application being made.

First landowner signature

Date

Details of second landowner (if applicable)

Name

Position (if applicable)

Organisation (if applicable)

Contact person

Postal address

Town/Suburb

State

Postcode

I consent to this application being made.

Second landowner
signature

Date



3. Authorised agent details (if applicable)

The applicant must sign the form and tick the authorisation under item No. 1 to provide authority for an appointed authorised agent to act on their behalf.

Details of authorised agent

Name			
Position (if applicable)			
Company/agency (if applicable)			
ACN/ABN (if applicable)			
Postal address			
Town/Suburb		State	Postcode
Telephone	Work	Mobile	
Email			
Authorised Agent signature			Date

4. Location of proposed development

Certificate of title information	Volume	Folio
	Diagram/plan/deposit plan no.	
Lot No.(s)		
Location		
Reserve No.(s) (if applicable)		
Street No.(s) and name		
Town/Suburb		
Nearest road intersection		

5. Details of proposed development

Please provide a written description of the proposed development (refer to the Development Application Guidelines for further details on what information to include in this section).

Estimated cost of development	
Current use of land	
Proposed development	