



Application for Water Affecting Activity permit.

To erect, construct, modify, enlarge or remove a dam, dam wall or other structure that will collect or divert water pursuant to Section 104 of the *Landscape South Australia Act 2019*

Water storage and diversion

Includes but not limited to dams (ponds, basins and wetlands), weirs, swales and contour banks that collect and retain surface water runoff or watercourse water (on-stream or off-stream)

To learn more about Water Affecting Activities please refer to the Frequently Asked Questions and Dam factsheets found on our website: <https://www.landscape.sa.gov.au/hf/water/managing-water/water-affecting-activities>.

Desilting - you do not need a permit to desilt a dam provided it meets complies with the [Current-Recommended-Practice-for-desilting-dams procedure](#).

Application fee \$69.00 (GST exempt):

Please ensure payment is made upon lodging this form. Fee applicable from 1 July 2025 to 30 June 2026.

Timeframe:

Applications are assessed based on the relevant [Water Allocation Plan](#) and/or the [Hills and Fleurieu Landscape Board WAA Control Policy](#). Assessments are typically completed within 40 working days from the date your application is submitted. You will receive a written notice when a decision is made.

Information requirements:

Failure to provide sufficient information can delay the assessment of your application and may require a request for further information. Providing detailed answers to each question will help our team assess your application more efficiently.

Applicant details		
Title: Mr ☐ Miss ☐ Ms ☐ Mrs ☐ Dr ☐ Other ☐ please specify: _____		
Given name/s:		Surname:
Company name and ABN: (if applicable)		
Postal address:		
Phone:		Email:
Location(s) of property		
Street/allotment/section number:		Street name:
Suburb:		Certificate of Title


Property owner(s) details - please provide property owner details and written permission if different from applicant.

Title: Mr ☐ Miss ☐ Ms ☐ Mrs ☐ Dr ☐ Other ☐ please specify: _____

Given name/s:
Surname:
Phone:
Email:
Postal address:
Type of works proposed
A This application is to:
☐ Construct a new dam(s)

☐ Increase dam(s) capacity.

Important note: the Minister's reservation of excess water currently prevents both new dam construction and the enlargement of existing dams in prescribed areas across the Western and Eastern Mount Lofty Ranges ([view map](#)). We encourage landholders to discuss their on-farm water requirements with our Water Resources Team to find solutions that comply with the Water Allocation Plans before lodging applications.

☐ Increase dam(s) capacity

☐ Weirs, swales or contour banks

☐ Remove a dam(s)

☐ Modification (e.g. repairs or spillway works)

☐ Other: _____

Note:

Water storage and diversion structures holding more than 5 megalitres of water or with walls taller than 3 metres require development approval under the [Planning, Development, and Infrastructure Act 2016](#). The application will be referred to the Hills and Fleurieu Landscape Board to ensure compliance with the [Landscape South Australia Act 2019](#) where the Board has the power of direction.

Water storage and diversion structures holding less than 5 megalitres of water or with walls under 3 metres require a Water Affecting Activity Permit from the Hills and Fleurieu Landscape Board under the [Landscape South Australia Act 2019](#).

Supporting documentation to attach to your application
A Provide a map illustrating the precise location(s) of the proposed works
Coordinates:
B Provide details and measurements of existing water storage and diversion structures:
 Include information such as materials, features, erosion control, length, width, height, depth, batter slopes, storage capacity (in megalitres), surface area (in m²), etc.

Note: If there are multiple water storage and diversion structures, please list the details and measurements for each one.



C	Provide drawings (bird's-eye view and cross-sectional) of the proposed works — these can be hand-drawn or electronic: • Materials being used • Feature list (e.g., crest, spillway, embankment) • Measurements (e.g., length, width, height, depth, slopes, storage capacity in megalitres, surface area in m²) • Inflows and outflows • Erosion protection measures (e.g., rock type and sizing) Note: It is recommended that you seek hydrological engineering advice.
Q1. Proposed works details	
A	Provide detailed information to describe the proposed works and the purpose of the works: For example, repair eroded dam wall, increase spillway capacity, provide more water to environment and water users downstream etc.
B	List the equipment and machinery to be used:
C	Provide a brief description of how the works will be undertaken: (installing erosion control measures, excavate/reconstruction, compaction, erosion control installation, revegetation.
D	Water usage: ☐ Irrigation ☐ Stock and Domestic ☐ Other. Please specify _____ ☐ Environmental ☐ Industrial
E	Do you have access to the following: ☐ Mains water ☐ Bore/well water ☐ Tank/s (size?)



F	Do you have a water license? ☐ Yes - Please provide license number _____ ☐ No
G	Are the proposed works occurring on-stream or off-stream? ☐ On-stream (located in a watercourse) ☐ Off-stream Important note: A new dam, wall, or other structure must include a device that prevents it from collecting or diverting water flowing at or below the threshold flow rate. It is recommended that you seek hydrological engineering before submitting applications of this nature. For more information, visit: https://www.landscape.sa.gov.au/hf/our-priorities/water/restoring-low-flows-for-water-ecosystem-health
H	Will any vegetation be removed? If yes, provide details of the type of vegetation (species), how much will be removed, how it will be removed and disposed of? Refer to the current recommended practice for removing vegetation from a watercourse, lake, or floodplain to determine whether you need a permit. You do not need to apply for a permit if the species you plan to remove and the method you intend to use are specified in the recommended practice. Note: Native vegetation is protected under the Native Vegetation Act 1991. You may need a native vegetation clearance permit to remove it. Contact the Department of Environment and Water - Native Vegetation Management Unit at (+61 8) 8303 9777 or complete the quick online checklist at nvc@sa.gov.au. Refer to Department for Environment and Water - Clearing Native Vegetation for more information.
I	Will you need to pump water from the watercourse or dam to enable works to occur? If yes please detail how the water will be drained, where it will be drained to and how e.g. vacuum pump Note: The requirements of the Environmental Protection Act 1993 should be considered. Contact EPA to find out if authorisation is required. Refer to Dredge guideline for more information.



Q2. When will the works be undertaken and by who

A	Who will be undertaking the works? ☐ Myself ☐ Contractor Contractor name: _____ Contractor contact details: _____
B	When will the works be undertaken? ☐ September to May ☐ June to August It is recommended that works are avoided during the wet season.

Q3. Identifying risks and implementing control measures

A	Identify the risks associated with these works: Any work will have some impact, whether temporary or ongoing. Consider potential impacts such as dam wall integrity, spillway erosion or failure, obstruction of low flows, disturbance or destruction to native animals and materials being washed downstream.
B	List the actions you have taken to avoid or reduce the identified risks: For example, minimising the excavator footprint, ensuring batters are well-compacted with clay, keeping the spillway free of debris, re-location of native animals and ensuring it can convey flows without obstruction. Reference any aspects of the best practice guidelines (or other resources) and outline the actions you will take to avoid or reduce identified risks. Complex activities should support their application with an erosion and sediment control plan.



Checklist	
A	Please ensure the following information is attached. We will not be able to process your application until all required information is received: ☐ Completed all relevant sections with sufficient details ☐ Evidence of payment for the application fee ☐ Written permission from the property owner (if applicable) ☐ Photos of the proposed works location(s) ☐ Map and coordinates of the proposed works location(s) ☐ Drawings (and measurements) ☐ hydrology report (if a complex project) ☐ Erosion and sediment control plan (if a complex project) ☐ Water License number(s) (if applicable)
Declaration /Signature	
I declare that the information that has been provided on this application is true and correct Name: _____ Signature: _____ Date: _____	
Lodgment instructions	
Email hf.landscapeboard@sa.gov.au Posting or in person: Hills and Fleurieu Landscape Board - Mt Barker Upper level, corner Mann & Walker Streets, Mt Barker SA 5251 Ph: 08 8391 7500	
Payment instructions	
EFT payments Account name: DEW DEBTORS ACCOUNT BSB: 015-101 (ANZ Bank) A/C number: 838576855 Reference: H&F WAA – (insert applicant surname or business name here) Amount: \$69.00	