



Water Affecting Activity Permit Application Form

Erection, construction, modification or enlargement of a dam, dam wall or other structure that will collect or divert water

OFFICE USE ONLY		
Date received:	Ref No: SAAL	Payment enclosed: Yes ☐ No ☐
File No:	Receipt No:	P A I D \$69.00
Nature of Water Affecting Activity (Section 104)		
4(a) ☐ 4(b) ☐		

APPLICATION FOR A PERMIT FOR A WATER AFFECTING ACTIVITY

ERECTION, CONSTRUCTION, MODIFICATION OR ENLARGEMENT OF A DAM, DAM WALL OR OTHER STRUCTURE THAT
WILL COLLECT OR DIVERT WATER

Pursuant to Section 104 of the Landscape South Australia Act 2019

PLEASE NOTE: Fee of \$69.00 (GST exempt) is to be paid at time of application.

Fee applies from 1/07/25 – 30/06/26

Failure to enclose fee or provide complete details of information will result in a delay in processing of this application or the application being returned to the applicant

Applicant to complete – please write in **CAPITAL BLOCK** letters

** Denotes mandatory information required*

Please note that applications are assessed on average within 40- 60 working days of the application being received. Therefore, please allow at least two months between submitting the application and scheduling the commencement of works.

Each activity will be considered separately and therefore requires a separate application form.

APPLICANT DETAILS		
Title: Mr ☐ Miss ☐ Ms ☐ Mrs ☐ Dr ☐ Other ☐ (please specify):		
*Name:		
Company Name: (if applicable)		ACN: (if body corporate)
*Address:		
*Postal Address: (if different from above)		
*Phone:	Mobile:	Fax:
Email:		



***PROPERTY DETAILS (attach a copy of Certificate of Title to the application – do not provide originals)**

*Certificate of Title: C

Vol:

Folio:

*Lease Type/Number:

Section/Allotment:

*Hundred(s)/ Plan (s) Number:

GPS Location:

Property Name:

***PROPERTY OWNER DETAILS (if different from applicant)**

Title: Mr ☐ Miss ☐ Ms ☐ Mrs ☐ Dr ☐ Other ☐ (please specify):

*Name:

*Address:

*Postal Address: (if different from above)

*Phone:

Mobile:

Fax:

Email:

Have you sought permission from the property owner to undertake these works? Yes ☐ No ☐ (please provide written evidence)

Note: It is an offence to provide information on this form that is false or misleading in a material particular and may result in this application being refused.

***DETAILS OF PROPOSED WORKS TO BE UNDERTAKEN**

To assist in filling out this form, it is strongly recommended that you refer to the *Guidelines for applying for a Water Affecting Activity Permit*. If you do not provide sufficient information in your application the assessment process will be delayed.

IS THE APPLICATION TO CONSTRUCT A NEW DAM ☐ ENLARGE ☐ or MODIFY ☐ an EXISTING DAM?

Modify could mean increasing the dam wall height or width OR works on a spillway.

Dam Depth _____ metres

Height of Dam Wall _____ metres (m)

Approximate surface area of the dam when full? _____ square metres (m²)

Please specify proposed capacity of the dam _____ kilolitres (kL)^

**Dam Capacity
Calculation Guide**

Dam Volume (kL) = 0.4
x Area (m²) x depth (m)



Will the dam have a **SPILLWAY** or a **PIPE** through the dam wall to manage overflows? ☐ Yes ☐ No

Please state type _____

*Will the dam be located ☐ **ON-STREAM** or ☐ **OFF-STREAM**

Note: Refer to the *Dams Factsheet* for definitions of on-stream and off-stream dams.

Please provide details of the proposed works on the dam wall or spillway?

^ Note: 1,000 litres equals 1 kilolitre (kL)

IF WATER IS TO BE DIVERTED TO THE DAM PLEASE SPECIFY THE PROPOSED METHOD OF DIVERSION:

- ☐ Weir Structure and Pumping ☐ Weir Structure and Diversion Channel
☐ Other _____

IF THE APPLICATION IS TO ENLARGE AN EXISTING DAM PLEASE SPECIFY THE CURRENT & PROPOSED VOLUME OF THE DAM:

Current capacity _____ kilolitres (kL)

Proposed capacity _____ kilolitres (kL)

PROVIDE A DESCRIPTION OF THE PROPOSED LOW FLOW BYPASS DEVICE FOR THE DAM:

Note: Refer to the Board's *Guidelines for the construction of Low Flow Bypass Devices* for on-stream dams and off-stream dams

IF OTHER WORKS ARE PROPOSED PLEASE PROVIDE DETAILS IN SPACE PROVIDED BELOW:



PROVIDE CONTRACTOR NAME: _____

ADDRESS: _____

TELEPHONE: _____

*** PROPOSED WATER USE**

Please tick whichever applies:

☐ Stock & Domestic _____ Number & type of stock _____

☐ Environmental _____ Details _____

☐ Industrial _____ Type of Industry _____

☐ Other _____ Details _____

***EXISTING DAM INFORMATION**

ARE THERE ANY EXISTING DAMS ON YOUR PROPERTY? ☐ YES ☐ NO

IF YES, PLEASE COMPLETE THE TABLE BELOW.

	DAM CAPACITY (kL)	STOCK & DOMESTIC Number and Type of Stock	ENVIRONMENTAL Please provide details	INDUSTRIAL Specify type of Industry	OTHER Please provide details
1.					
2.					
3.					
4.					
5.					
6.					

DO YOU HAVE ACCES TO MAINS WATER? ☐ YES ☐ NO

IF YES PLEASE PROVIDE DETAILS:



DO YOU HAVE EXISTING BORE ON THE PROPERTY? ☐ YES ☐ NO

IF YES PLEASE PROVIDE QUANTITY, FLOW AND SALINITY WHERE KNOWN.

***DAM MATERIALS/ EQUIPMENT AND METHODS**

DESCRIBE FOR EXCAVATION OF DAM AND CONSTRUCTION OF DAM FLOOR (include quantities, scale, volumes, etc. as appropriate)

PLEASE DESCRIBE CONSTRUCTION OF SPILLWAY (include quantities, scale, volumes etc. as appropriate)

PLEASE DESCRIBE FOR CONSTRUCTION OF BANKS (include quantities, scale, volumes, etc. as appropriate)



DESCRIBE THE MEASURES TO BE USED TO MINIMISE OR REDUCE EROSION, SEDIMENTATION AND FLOODING RISKS:

***GENERAL RISKS TO WATER QUALITY, WATERCOURSE INTEGRITY AND ECOSYSTEMS**

PLEASE IDENTIFY RISKS TO WATER QUALITY, WATERCOURSE INTEGRITY OR WATER DEPENDENT ECOSYSTEMS ASSOCIATED WITH THE PROPOSED ACTIVITY. This includes the excavation and stockpiling of rock, sand or soil during dam works.

DESCRIBE HOW THESE RISKS WILL BE MITIGATED:



DESCRIBE HOW EXCAVATED MATERIAL WILL BE REMOVED, DISPOSED OR USED:

DESCRIBE REMEDIATION OR REVEGETATION PLANNED FOLLOWING COMPLETION:

***FURTHER INFORMATION**

WILL ANY OTHER WORKS BE UNDERTAKEN AT THE SAME TIME?

☐ YES ☐ NO

Please describe other works to be undertaken at the same time:

(Please note that some works may require you to apply for separate water affecting activity permits)

***OTHER APPROVALS**



DO THESE WORKS RELATE TO ANY OTHER APPLICATION/S YOU HAVE OR ARE IN THE PROCESS OF HAVING ASSESSED? What if any approvals do you have? (Please attach copies of approvals if available)

- ☐ **Development application – Application Number:** _____
- ☐ **Pastoral Board approvals:** _____
- ☐ **Environment, Protection and Biodiversity Conservation applications:** _____
- ☐ **Native Vegetation application:** _____
- ☐ **Environment Protection Authority Licence Number:** _____
- ☐ **Other (please specify):** _____

*WORKS PLAN

You must provide a Site Plan and drawing (if relevant) with your application that includes the following information (Refer to *Guide to Applying for a Water Affecting Activity Permit* Factsheet)

1. Site Plan

- North arrow and appropriate scale
- Property boundaries and buildings
- Significant features such as houses, sheds, trees and adjoining roads
- Key geographic features such as all watercourses, drainage lines, lakes and wetlands; slope of the land; contours; direction of water flow; floodplain etc.
- Existing dams (numbered in accordance with the table above) and bores
- The precise location and dimensions of the proposed works to be carried including the new dam, spillway and low flow bypass device out stating the approximate distances to property boundaries and other features such as trees that might be affected by the work
- The location and type of sediment control measures proposed both during the construction phase and following construction
- All vegetation which will be affected by the proposed works.

2. Detailed drawing(s), including, but not limited to:

- All information necessary to describe the size and nature of the proposed works
- The low flow bypass device details

Note: To assist you in developing your Site Plan, including details of the location and nature of the proposed works, these links can be useful: <https://sappa.plan.sa.gov.au/>, [Location SA map viewer](#), [Nature maps](#) or [Google maps](#)

Why is a Site Plan important?

It is important to provide a Site Plan as it describes what activity is being proposed, the works involved and any existing features/structures on the site. This information assists with the assessment of the application.

Important information: To assist the Board in assessing applications, your works plan should be clear and to scale and require a considerable level of detail to enable proper assessment. Hand drawn plans can lead to misrepresentation, be difficult to assess, and may result in your application being delayed. If the level of detail required for the application is beyond the drawing ability of the applicant a professional may be required to redraft the plans to enable the application to be assessed.



*** DECLARATION / SIGNATURE**

NOTE: The applicant must complete ONLY ONE of the following:

I/We declare that the information that has been provided on this application is true and correct.

I/we the applicant/s have obtained consent from the relevant rights holder to reproduce documents in support of this Water Affecting Activity Permit Application and further indemnify South Australian Arid Lands Landscape Board for any alleged breach of copyright in relation to the electronic publication of documents furnished in support of this Water Affecting Activity Permit Application lodged by me/us

SIGNED:

1. Where the applicant is an individual or two or more persons

Signature_____

Print Name_____Date_____

Signature_____

Print Name_____Date_____

2. Where the applicant is a Company or an Incorporated Association

EITHER The seal of

)
)
)
)
)
)
)

(Name of Company or Incorporate Association)

WAS HEREBY AFFIXED IN THE PRESENCE OF

Name(s)_____Position_____

Signature_____Date_____

OR A person or persons duly authorised to sign for and on behalf of

(Name of Company or Incorporated Association)

Name(s)_____Position_____

Signature_____Date_____



*CHECKLIST

Please ensure the application is completed, written in CAPITAL BLOCK letters, and the following information is attached (if required). Please ensure you attach copies only of any documentation as this information will be filed and is unable to be returned.

- ☐ Certificate of Title copy
- ☐ Written evidence that permission has been sought to undertake works on an owner's property if applicable
- ☐ A clear Site Plan drawn to scale
- ☐ Any other supporting reports/documents including detailed/schematic drawings, engineers/contractors reports, dam designs etc.
- ☐ Application fee
- ☐ Completed and signed application

LODGEMENT INSTRUCTIONS:

Please mark all application envelopes "WAA Permit Application"

Applications can be lodged by post to:

South Australian Arid Lands Landscape Board
PO Box 297
PORT AUGUSTA SA 5700

In person at Port Augusta Office during business hours at 1 Jervois Street, PORT AUGUSTA SA

For enquiries please contact
Phone: 08 8429 9666

Email: SAALLandscapeboard@sa.gov.au

Website: <https://landscape.sa.gov.au/saal/home>

PAYMENT INSTRUCTIONS

The application fee can be paid by:

Cheques and Money orders

Made payable to the **SA Arid Lands Landscape Board** and crossed 'Not Negotiable', for the amount of \$69.00

Credit Card

Payments by credit card can be made in person at the 1 Jervois Street, Port Augusta
OR over the phone on 08 8429 9666.

Electronic Funds Transfer (EFT)

Account name: DEW Debtors Account
BSB: 015 101
Account Number: 838576855
Reference: SAAL WAA – (insert applicant surname/organisation here)
Amount: \$69.00

Remittance advice must be faxed to 08 8115 1256

OR emailed to dewacctrsvft@sa.gov.au