

A guide to preparing a Statement of Environmental Effects



What is a Statement of Environmental Effects?

A Statement of Environmental Effects (SEE) is required for all development applications. When you lodge a development application, you need to provide among other things, a completed application form, the relevant plans, and a SEE.

The SEE should address the matters outlined in this guide and where additional documentation is required (by an environmental planning instrument or a development control plan) this may form part of the body of the SEE or may be included as an appendix to the SEE.

For example, if you need to provide a flora and fauna study or a traffic impact statement, these may form appendices to your SEE. The size of the SEE will therefore vary according to the proposed development and its potential to impact on the natural and built environments.

A Statement of Environmental Effects (SEE) outlines:

- the likely environmental impacts of the development;
- how the environmental impacts of the development have been identified; and
- the steps that will be taken to protect the environment or to lessen the expected harm to the environment.

Council must consider a number of statutory matters when determining your application. These are outlined in section 79C of the Environmental Planning and Assessment Act 1979 and include:

- the provisions of any environmental planning instrument (state environmental policies (SEPP) and local environmental plan (LEP));
- the provisions of any draft environmental planning instrument (that is or has been placed on public exhibition);
- any development control plans (DCP);
- the likely impacts of the development (including environmental impacts on both the natural and built environments, and social economic impacts in the locality);
- the suitability of the site for the development;
- any submissions made; and
- the public interest.

Your SEE must address these matters (with the exception of any submissions made) so that Council and any other relevant authorities have the necessary information to assess your application. Your SEE should demonstrate that in designing your proposal, you have fully considered the site constraints and the applicable legislative provisions.

Why do you need a SEE?

The Environmental Planning and Assessment Regulations 2000 specify that a development application must be accompanied by a SEE except in the case of designated development. Designated development is development that is listed in Schedule 3 of the Regulations 2000 and requires an Environmental Impact

Most development applications are for local development and therefore require SEE. Council may not accept your development application without an adequate and legible SEE. Further, an SEE that does not include the required information may cause delays in the processing of your application.

What information must a SEE include?

An SEE should be a written statement clearly titled 'Statement of Environmental Effects'. It should give an understanding of the thinking behind your development and includes information about the development that cannot be shown on the plans. The SEE should address, at minimum, the matters described below. If you think something is not applicable to your application, please state why this is the case. The amount required will depend on the type and scale of your application and will include:

- A description of the site and surrounding locality
- Present and previous uses of the site
- Existing structures on the land
- A detailed description of the proposal
- Operational and management details
- Reference to any environmental planning instruments (state environmental planning policies, regional environmental plans, local environmental plans – including the zoning of the land) that are applicable
- Reference to any draft environmental planning instruments (that are or have been placed on public exhibition) that are applicable
- Reference to any development control plans that are applicable.

Anyone can prepare a SEE. You may use the pro-forma attached with this guide for your SEE if your proposal is for minor development involving a commercial or industrial change of use.

If your proposal is not minor development involving a commercial or industrial change of use, you will need to provide a greater level of information and additional clauses and requirements will be applicable.

Need Help?

Contact Council's Development and Approval Operations Support Team by phone on (02) 6767 5555 or call into Ray Walsh House in Peel Street, Tamworth for assistance anytime between 8.30 and 5.00pm

Present and Previous Uses

Tell us what the land has been used for in the past and/or the present:

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Description of the Site and Surrounding Locality

What are the physical features of the site such as its shape and dimensions, slope, car parking, existing building/s, what are the existing uses in the surround locality?:

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Proposed Business Details

Proposed hours of operation:

Monday to Friday

Saturday

Sunday & Public Holidays

Please Note: Council may request additional information requiring you to provide evidence that the work being undertaken will not cause noise impacts on adjoining properties.

Staff - How many staff will be employed?

Parking and Traffic Generation

How many car parking spaces are on site?

How many Private Staff vehicles will be parked on the site?

Vehicles Associated with Business (e.g. fleet):

Cars

Vans or Utes

Trucks

Type and size of trucks to visit the site (e.g. large rigid trucks)

Frequency of visits (e.g. once a day)

Purpose of visits (e.g. delivery of stock)

Loading and Unloading - Council generally requires that goods be loaded and unloaded from inside the building or on the subject site, particularly in industrial areas.

Will goods be loaded and unloaded from within the building or on the subject site?

Yes No

If No, provide details on where loading and unloading will take place and how often this will occur:

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Do you intend to demolish/construct any buildings or structures?

Yes No

If yes, provide details below. Demolition/construction works will need to be identified on the plans to accompany the DA:

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SIGNAGE

Do you intend to erect/replace any signs? Yes No

If Yes, please provide details. If new signs are proposed, plans will be required to accompany the D.A.

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POLLUTION/WASTE CONTROL

Will any odour or fumes be generated by the proposed use? Yes No

If YES, provide details including methods of controlling emissions:

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Will the development result in any form of water pollution or erosion (e.g. sediment run-off during construction)?

Yes No

If YES, provide details including methods of controlling water pollution or erosion:

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How will rubbish be disposed of?

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COMPLIANCE WITH RELEVANT PLANNING CONTROLS

Applicants must check the relevant Council planning controls before completing this section. These are available from Council’s website www.tamworth.nsw.gov.au.

Does the application seek a variation, or is subject to the provisions from any of the following planning controls:

Tamworth Regional Local Environmental Plan 2010	<input type="checkbox"/> No <input type="checkbox"/> Yes
Tamworth Regional Development Control Plan 2010	<input type="checkbox"/> No <input type="checkbox"/> Yes
<i>Any other relevant State Environmental Planning Policies?</i>	
SEPP No. 55 – Remediation of Land	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
SEPP No. 64 – Advertising and Signage	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
<i>Any other relevant Planning Controls?</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A

If you answered yes to any of the above, please provide additional comments below and provide a justification to support a variation to the standard.

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Essential Services

Tell us how you will be providing these services:

Water:	
Sewer:	
Stormwater:	
Power:	
Telephone:	

Applicants Details

Completed By:
Signature:
Date:

**Remember - this pro forma is for minor development, being:
CHANGE OF USE COMMERCIAL/INDUSTRIAL DEVELOPMENTS ONLY**

If your proposal does not fall into this category, you will need to provide a greater level of information and additional clauses and requirements will be applicable.