

statement of environmental effects for MINOR commercial/industrial developments

Breese Parade Forster
PO Box 450 Forster NSW 2428

phone 02 6591 7222
fax 02 6591 7200

email council@greatlakes.nsw.gov.au
website www.midcoast.nsw.gov.au

Occupation of existing buildings, minor internal works

Applicant Details

Surname:	<input type="text"/>	First Name:	<input type="text"/>
Address:	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Phone (h):	<input type="text"/>	Phone (w):	<input type="text"/>
Phone (m):	<input type="text"/>	Fax:	<input type="text"/>
Email:	<input type="text"/>		

Subject Land Address

Unit:	<input type="text"/>	House No.:	<input type="text"/>	Street:	<input type="text"/>
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>		
Lot:	<input type="text"/>	DP or SP:	<input type="text"/>		
Section:	<input type="text"/>	Vol/Fol:	<input type="text"/>		

Please note: You can find the Lot, DP or SP, Section and Volume/Folio details on a map of the land or the title document for the land.

What is a Statement of Environmental Effects?

A Statement of Environmental Effects (SEE) explains how a development has been designed to minimise the impact it may have on

- the amenity and enjoyment of adjoining and nearby land
- the character of the neighbourhood
- services available in the community
- public health and safety
- the ecology of the area

When is this form to be used?

This Statement of Environmental Effects form has been designed to assist persons intending to carry out development of a minor nature to commercial or industrial buildings. It should be used for development such as change of use and/or minor internal works (e.g. erection of partition walls) for an existing building.

Please refer to Fact Sheet 1 when it is necessary to prepare a more site specific Statement of Environmental Effects.

How to complete the form

Please answer all questions and provide explanations where prompted. When you are sure you have identified all impacts of your development please sign and date the form and submit it to Council with your development application.

Description of Proposal

Suitability of Site

Land use zone of the site:

Is proposed use permissible in the zone:

Yes No

Is the proposal consistent with the zone objectives:

Yes No

Operating Conditions

Proposed hours of operation:

Number of staff:

Carparking

Are there any car parking spaces onsite:

Yes No

If yes, number of spaces available for the business:

Does the proposal comply with the required number of car parking spaces in accordance with Council's Car Parking Policy/ Industrial Development Code:

Yes No

Disabled Access and Facilities

Is disabled access available to the premises:

Yes No

Are disabled toilet facilities available to the premises:

Yes No

Is there a disabled car space on the site:

Yes No

Note: You may be required to upgrade the building to provide disabled access and facilities unless there are grounds for 'unjustifiable hardship' as detailed in the Disability Discrimination Act.

Noise

Will the proposed development increase local noise levels (for example air conditioning units, cool room motors):

Yes No

If yes, what methods will be adopted to mitigate this noise:

Applicant's Authority

Name/s:

Signature/s:

Date:

Date:

PLEASE SUPPLY SEVEN (7) COPIES OF THIS DOCUMENT

PRIVACY STATEMENT: The information provided in this form may constitute personal information as defined in the Privacy and Personal Information Protection Act 1998. Council is collecting this information so that it can consider matters and take relevant actions required under related planning legislation, regulations, standards, codes, policies etc in relation to dealing with your application. The information may be made available to other parties where such access is in accordance with relevant legislation, regulation or policy. The submission of personal information in this case is required by law and if not provided (wholly or in part) may affect or prevent consideration of the matter by Council. Council is to be regarded as the agency that holds the information, which will ultimately be stored in Council's records system. You may make application for access or amendment to information held by Council and you may also request that Council suppress your personal information from a public register. Enquiries concerning this matter can be addressed to Council's Privacy Contact Officer.

Statement of Environmental Effects

WHAT IS A STATEMENT OF ENVIRONMENTAL EFFECTS?

A statement of environmental effects (SEE) is a written document which explains how a development has been designed to meet the requirements of any development control plans, any local environmental plans and to minimise the impact it may have on:

- the amenity and enjoyment of adjoining and nearby land;
- services available in the community;
- public health and safety;
- the ecology of the area;
- the character of the neighbourhood.

WHEN DO I NEED A STATEMENT OF ENVIRONMENTAL EFFECTS?

A statement of environmental effects is required to accompany **all** development applications. Council is unable to accept a development application unless a SEE is lodged concurrently with the application. Council will review the statement to determine its adequacy and will advise if additional information is required.

WHEN CAN I USE COUNCIL'S STANDARD STATEMENT OF ENVIRONMENTAL EFFECTS FORM?

Council has a standard SEE form which has been designed to assist persons undertaking development of a minor nature in established urban areas. This form must only be used for minor structures such as additions to dwellings, swimming pools, garages, carports, pergolas, fences and the like and occupation of commercial or industrial premises.

WHEN DO I NEED TO PREPARE A MORE SITE SPECIFIC STATEMENT OF ENVIRONMENTAL EFFECTS?

A site specific and detailed SEE is required for all other development. This includes development such as dual occupancy, multi-unit development, heritage, commercial, industrial development, any development in environmental zones and the like. The SEE must be in the form of a written document which details the potential environmental effects of the development on the subject site, adjoining land and the immediate neighbourhood. Specifically, the SEE must address but not be limited to the following:

- A detailed description of the site including any topographical features and constraints such as easements, flooding, filling, instability, contamination, bushfire hazard etc. Details as to how any such site constraints are to be overcome must be included.
- Details of vegetation on the site including location, height and species and whether, any vegetation is to be removed in conjunction with the proposed development.
- Details of any existing development on the site including number and type of structures and their heritage significance, if applicable. Confirmation as to whether any structures are to be demolished (to be accompanied by a Demolition Work Plan, available from Council).
- Confirmation as to whether the development is to be staged and details of the type of development to be constructed in each stage.
- A description of the proposed use of the site (where applicable) including method, hours of operation, number of employees and servicing arrangements.

- The manner in which the development will comply with relevant planning instruments, Council's codes and policies and relevant regulations including issues such as the zoning and permissibility of development, floor space ratios, setbacks, height, open space provision and carparking availability.
- Details of the availability of utility services and confirmation of consultations with servicing authorities.
- A detailed description of traffic management issues including intersection treatment, method of ingress/egress, loading facilities and carparking arrangements.
- The proposed method of stormwater drainage including the provision of on site detention and whether any easements will be required in conjunction with the development.
- The impact of the development on the streetscape with regard to bulk and scale, compatibility and colours and materials of construction.
- The impact of the development on the amenity of adjoining residents including privacy, overshadowing, noise and views.
- Any potential environmental impacts associated with the proposed development, including air, water and noise impacts and the methods to be employed to mitigate any impacts.
- The method of soil and water management to be implemented on the site during construction works.
- The method of waste management to be employed on the site, both during construction and following completion of the development, including type/quantity of waste, method of disposal and recycling opportunities (to be accompanied by a Demolition Work Plan, available from Council).

Note: Council may require the submission of additional statements from qualified consultants detailing issues such as noise or traffic impacts where the development has the potential to result in additional environmental impacts.

DISCLAIMER: The material contained in this fact sheet is general information only. It should not be relied upon without discussing the specifics of your particular circumstance with an appropriate Council officer. This document is subject to change without notice.