



Statement of Environmental Effects to accompany Application for Development Consent

To be submitted with all development consents other than "designated development".

1. LEGAL REQUIREMENTS

- Is your proposal:
- a) permissible in the zone? No Yes
 - b) consistent with the zone objectives? No Yes
 - c) in accordance with any relevant development control plan? No Yes

If you answered "no" to any of the above, you should make an appointment to discuss your proposal with the relevant Council officer before lodging a development application.

2. THE PROPOSAL (for shops, offices, commercial or industrial development)

- Where relevant:
- a) the hours of operation?
 - b) type, size and quantity of goods to be made, stored or transported?

3. CONTEXT AND SETTING (Site Analysis)

Is the development out of character with the area? (eg. Does your proposal involve a commercial or industrial use in a residential area) No Yes

- Will the development:
- a) be visually prominent within the existing landscape? No Yes
 - b) impact on any item of heritage or cultural significance? No Yes

Comments:

4. TRANSPORT TRAFFIC & ACCESS

Will the development increase local traffic movements and volumes? No Yes

If yes, by how much?

Is lawful and practical access available? No Yes

Is adequate servicing available? (eg water, telecom, power) No Yes

For shops, offices, commercial or industrial development, please describe the loading and unloading facilities that will be available

Comments:

5. ENVIRONMENTAL IMPACTS (Air, Soils, Water, Flora & Fauna Hazards)

- Could the proposal:
- a) have any impact on the local climate? No Yes
 - b) result in soil contamination? No Yes
 - c) cause erosion or sedimentation of water courses during construction or on completion? No Yes

Does the proposal require excavation and/or filling? No Yes

ENVIRONMENTAL IMPACTS (Contd/....)

- Will the proposal:
- a) emit fumes, steam, smoke, vapour or dust as a result of its operation? No Yes
 - b) involve significant removal of vegetation? No Yes
 - c) affect native habitat? No Yes
 - d) disturb any aboriginal artefacts or relics? No Yes
 - e) have an impact on a threatened species (if yes,) No Yes

Has an 8-part test of significant impact on threatened species been undertaken? No Yes

Is the site subject to natural hazards such as:

- Bushfire Flooding Landslip Other

Please describe:

Are there any technological hazards associated with the proposal such as:

- Dangerous Goods Toxic Waste Radiation Hazardous Chemicals Other

Please describe:

Comments:

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6. SOCIAL AND ECONOMIC IMPACTS

Will the proposal effect the amenity of surrounding residences by overshadowing, loss of privacy, increased noise or vibration? No Yes

What economic consequences will the proposal have in the area?

Has any consultation taken place with neighbouring property owner regarding the proposal? No Yes

Comments:

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7. WASTE DISPOSAL

How will waste water be disposed of? To Sewer On-Site

Will the proposal lead to discharges of stormwater or waste into a natural water system? No Yes

Will Trade Waste be discharged to Council's Sewer? No Yes

What other solid and liquid wastes will be generated and how will they be disposed of?

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Comments:

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NOTES:

- If you have answered "yes" to any item in sections 3, 4, 5, 6 or 7 you should provide details of the likely impact(s) and the proposed means of mitigating or reducing such impact(s). If insufficient space has been provided, attach additional sheet(s).
- Where development is classified as "designated development" a formal EIS is required.
- The above SEE is not exhaustive and should be augmented where appropriate.

Privacy Policy

This information is required under the Environmental Planning and Assessment Act and Regulation to process your application. Your information would comprise part of a public register related to this purpose.

The information will be kept by Council and will be disposed of in accordance with the Local Government Disposal Authority. You are entitled to review your personal information at any time by contacting Council.

Help Guide

This help guide provides information to help you complete your Development or Combined Development and Construction Certificate Application. Each section relates to a question in the form. If you need further assistance to complete the application, please contact Council's Health & Development Services Department. To minimize any delay in receiving a decision about your application, please ensure you complete all relevant sections of the application and submit all relevant information. Once we have assessed your application, you will receive a notice of determination.

1. Colour Key Code

In regards to the Development Consent Only, Construction Certificate Only or Development Consent and Construction Certificate application form, you will notice that the sections have been colour coded, making it easier for applicants to fill out the form.

- If applying for Development Consent Only, please fill out the green and pink sections.
- If applying for a Construction Certificate Only, please fill out the green and blue sections.
- If applying for Development Consent & Construction Certificate, please complete all sections – green, pink and blue sections.

2. Owners Details / Consent (Section 2)

The owners of the land to be developed MUST sign the application. All owners of subject land must sign – where the land is owned by a company, a company seal plus director's signature OR two (2) directors' signatures are required. If you are not the owner of the land, you must have all the owners sign the application. If the land is Crown land, an authorised officer of the NSW Department of Lands must sign the application.

3. Other Approvals by Council (Section 4)

Attachment A for this Help Guide sets out a number of activities that can only be carried out if you have an approval from the Council. When making your development application to a Council, you can apply for an approval for one or more of these activities in your application. If you wish to apply for these approvals separately you must:

Complete Attachment A to:-

1. Identify the approvals you need; and
2. Identify the documents that you need to include with your application, to obtain these approvals.

Please include the Attachment A in your application if you answer "Yes" to this question.

4. Property Details (Section 5)

You need to advise Council of the correct property details that your development application is relating to, including lots, DP, road name, area of land etc.

5. Proposed Development (Section 6)

Tick appropriate box in relation to the type of development you are intending to carry out. Explaining in the 'description' what development/work it actually is. Where the development involves the carrying out of works or construction of a building you must include the estimated value of the works.

6. Environmental Impacts of your proposal (Section 7)

The level of assessment required will be determined by the complexity of the proposed development and/or likely environmental impacts and relevant statutory requirements.

If your development is designated development, an Environmental Impact Statement (EIS) prepared in accordance with a Specification issued by the Director General of the Department of Planning (DoP) is required to accompany your application.

For all other types of development, a Statement of Environmental Effects (SEE) is required. If your development will affect threatened species or their habitats, a Species Impact Statement (SIS) may be required. You can include the requirements of a SIS in an EIS.

The following information will help you determine whether your proposal is designated development or will impact upon threatened species.

All other types of Development

If your development is not designated development, we need a SEE that sets out the effects of your proposal. A State of Environmental Effects (SEE) template is attached to this application form, which may be used by applicants. For more complex developments this template may not be suitable as more detail may need to be included. A separate SEE will need to be attached.

See Table 1 for information to include.

Table 1 – What to include in a State of Environmental Effects (SEE)	
<p>A SEE of a proposal is to include:-</p> <p>a) information on:</p> <ul style="list-style-type: none"> • what you consider to be the environmental impacts of the development • how you have identified the environmental impacts of the development • the steps you will take to protect the environment or to lessen the expected harm to the environment • any matters that must be included by any guidelines issued by the Director-General of the Department of Urban Affairs and Planning <p>Where relevant, a statement of environmental effects of the proposal is also to include:</p> <p>b) for shops, offices, commercial or industrial development:</p> <ul style="list-style-type: none"> • the hours of operation • the plant and machinery to be installed • the type, size and quantity of goods to be made stored or transported • the loading and unloading facilities that will be available <p>c) to change the use of a building (where you are not doing any building work):</p> <p><i>You do not need to include these lists where the proposed change is to a class 1a building (a single dwelling house) or a class 10 building (such as a private garage, carport, shed, fence, antenna or swimming pool) under the Building Code of Australia.</i></p> <ul style="list-style-type: none"> • a list of Category One* Fire Safety Provisions relating to the proposed change, and • a list of Category One Fire Safety Provisions used in the existing building or on the land. <p>* Category One Fire Safety Provisions are defined in the Environmental Planning and Assessment Regulations 2000 and provisions are EP1.3, EP1.4, EP1.6, EP2.1, EP2.2, EP3.2 of Volume One and P2.3.2 of Volume Two of the BCA. These provisions generally relate to fire hydrants, automatic fire suppression (sprinklers), fire control centres, automatic smoke detectors and alarms and means of egress and fire fighting lifts.</p>	<p>Each list is to describe the extent, capability and basis of design of each of the provisions concerned.</p> <p>d) for a subdivision:</p> <ul style="list-style-type: none"> • the details of the existing and proposed subdivision pattern (including the number of lots and the location of roads) • the consultation you have carried out with the public authorities who provide, or will increase, the services you will need (eg water, road, electricity, sewerage) • preliminary engineering or drawings which show proposed roads, water sewer and earthworks • both the existing and the proposed ground levels when the subdivision is completed <p>e) for demolition:</p> <ul style="list-style-type: none"> • the age and condition of the building or structure you will demolish • whether the building or structure has heritage value <p>f) for advertisements:</p> <ul style="list-style-type: none"> • the size, type, colour, materials and position of the sign board or structure on which the advertisement will be displayed <p>g) for development relating to an existing use:</p> <ul style="list-style-type: none"> • the details of the existing use • a justification for the proposal having regard to the objectives of the zone <p>h) for building or demolition:</p> <ul style="list-style-type: none"> • the methods that will be used to protect the site during construction or demolition.

7. Construction Details (Section 9)

This only needs to be filled out when you are applying for a Construction Certificate.

You need to advise Council of what materials your development consists of. You will see this section is divided into four (4), being Walls, Roof, Floor and Frame, tick the appropriate box(s).

8. Builders and Plumbers Details (Sections 10 and 11)

This information is only required when applying for a Construction Certificate

Advise Council of your Builder / Plumber including the details. If you are an owner builder you must fill your details into this section of the application form. If these details are not known at the time of the application this section may be left blank. These details will, however, need to be provided prior to commencing any works.

9. Principal Certifying Authority (Section 12)

This only needs to be filled out when you are applying for a Construction Certificate.

Indicate whether or not you wish Council to undertake all required inspections and issue the Occupation Certificate, if not, state who will be your Principal Certifying Authority.

10. Required Documentation / Plans of the land and development (Section 13)

You need to provide 3 sets of professionally prepared plans and specifications of your proposal to clearly show us what you intend to do. The plans must be in an original form and without handwritten annotations.

Photocopied or faxed plans will not be considered.

If the plan involves engineering certification than the certifying engineer must provide his original signature for the design.

Development Application

The first stage of the application is to obtain Development Consent. This deals with the planning and environmental considerations relating to land use. This approval (unless requiring State approval) can only be issued by Council.

Construction Certificate

The second stage, if the proposal involves the erection of a building deals with the construction process. This process requires the applicant to describe how the building will be constructed to meet the performance requirements of the Building Code of Australia. The construction certificate process requires prescribed inspections of the structure at Critical stages of construction and must be carried out to enable an Occupation certificate to be issued. This process can be undertaken by either a Private Accredited Certifier or Council.

Septic System

If the development requires the installation of a septic system than a Sec 68 application must also be approved and will require a renewable license to be issued at selected intervals

To deal with these requirements:

Council requires 3 copies of the site plan, it is to indicate:-

- the location of the land, the measurements of the boundaries of the land, the size of the land and which direction is north
- existing vegetation and trees on the land in the vicinity of the development
- the location and uses of buildings that are already on the land in the vicinity of the development
- the existing levels of the land in relation to buildings and roads
- the location and uses of buildings on sites that adjoin the land
- For septic tank provide location of treatment and disposal area.

Council requires 3 copies of the plans or drawings, they are to be drawn to scale and indicate, where relevant:-

- the boundaries of the land, any buildings or structures that are already on the land, any extensions or additions and any development on adjoining land
- the floor plans of the proposed buildings
- All elevations
- A sectional elevation showing the method of construction and finishing material used
- how high the proposed development will be in relation to the land
- any changes that will be made to the level of the land
- the arrangements you have made for parking, where vehicles will enter and leave the site, and how vehicles will move about the site

- how the land will be landscaped or otherwise treated and what types of vegetation will be used (including their height and maturity)
- how you intend to drain the land

A scaled plan is required if your application involves building work to alter, expand or rebuild an existing building. The plan will allow us to assess whether any existing buildings must be upgraded for fire safety reasons and to determine compliance with other Council policies.

11. Supporting Documentation/Information

You can support your application with additional material, such as photographs, slides and models to illustrate your proposal, as well as the details of any other consent that has been granted for part of the development.

12. Application Fee

For development that involves a building or other work, the fee for your application is based upon the estimated value of the works/development. The value of a development is the cost/value of all materials and labour, plus a reasonable estimate of the equivalent of any labour or a material that does not require purchasing (place this figure in section 6 of the application form).

If your application is for integrated development, you need to include \$250 for each agency that will look at your proposal.

We will help you calculate the fee for your application. Advise Council what is the estimated value of your development/works, including GST? The Estimated cost must be in accordance with market prices

A Long Service Levy Fee is a charge placed on building and construction work in NSW by State Government legislation. The levy applies to the cost of the building and construction work costing \$25,000.00 or more. From 1st January 2006 the levy rate is 0.35%. All Councils now act as agents for the collection of the Long Service Levy.

The Planning Reform Fee came into effect on 1 November 2002. It is an additional development application fee levied on proposals valued over \$50,000.00. The collection of the fee is authorised under the Environmental Planning and Assessment Regulation 2000. The fee is calculated at 64 cents in every \$1,000.00 of the estimated cost of the proposed development.

13. Privacy Policy

The information you provide in this application will enable your application to be assessed by Council and any relevant state agency. If the information is not provided, we can refuse the application.

Your application will be notified or advised to the public for comment if the development is designated development, integrated development or advertised development.

Your application will also be kept in a register and database, by the Council that can be viewed by the public at any time.

Please contact the Council if the information in your application is incorrect or changes.

14. Lodgment - Checklist

Before submitting your application, please ensure you have attached all the information we need to assess your proposal. You can use the following checklist. Please place a cross in the box next to the items you have attached:

- A location plan that sets out the lot and DP
- A site plan of the land (3 copies) — **required for all applications**
- Plans or drawings of the proposal (3 copies) — **required for all applications**
- A scaled plan of the existing building
- An environmental impact statement for a designated development proposal
- A statement of environmental effects — **required for all applications** that are not designated development
- A species impact statement
- Attachment A of the Help Guide
- Supporting document(s) identified in Attachment A of the Help Guide
- Attachment B of the Help Guide
- Additional information required by the agencies you have identified in Attachment B of the Help Guide
- Additional copies of your application for each of those agencies
- Documentation to support your application, *ie:* photos, models and previous consents. *Please list what you have attached*
- BASIX Certificate – if required
- An application fee — **required for all applications**