

## 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 Bushfire Assessment, these may form appendices to your SEE. Therefore the size of the SEE will 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 has 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 Regulation 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 Statement.

A properly prepared SEE addressing the necessary information allows Council officers to assess your application quickly and avoid delays. A thoughtful, well presented SEE is also an excellent opportunity to demonstrate the merits of your proposal.

## **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 include 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 of information required will depend on the type and scale of your application but should 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, local environmental plan – 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; and
- reference to any development control plan 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. Minor development includes:

- Demolition (not applicable to heritage items);
- Dwelling-houses;
- Alterations or additions to dwelling- houses;
- Swimming pools or spas; and
- Garages, sheds, carports or other outbuildings ancillary to a dwelling- house.

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

A broad collection of issues and questions has been included below to serve as a starting point for the preparation of your non pro- forma statement of environmental effects. The list is not exhaustive and you should expand on anything relevant to your project.

### **Context and Setting**

How does the proposal relate to neighbouring developments in terms of height, size, bulk, appearance, architectural style, colours schemes, materials used, setbacks, fencing, landscaping, function or activities (both proposed and surrounding)?

### **Public Domain**

What public lands and publicly accessible spaces are nearby or adjoining? Are views, sunlight, acoustic amenity, access (including disabled access) or convenience interfered with? Does the public domain (including the road reserve) remain a safe place as a result of the development? Are motorists likely to be impeded or distracted by the proposal?

**Infrastructure**

Where are the pipes, drains, cables, wires and easements in relation to the proposal? Where are the water meters? In what condition is the street surface, kerbing, footpaths, street trees, street furniture, vehicle and pedestrian crossings and other visible infrastructure? Are any of these affected by the proposal?

**Heritage & Archaeology**

What is the known history of the site? What was its previous use? How old are any existing structures? Are there any relics, artefacts or items of interest (including Aboriginal items) evident on the site?

**Land Resources**

Is the site presently viable for agricultural purposes? What water resources exist on the site? What is the topography like (flat, undulating, steep)? Is there any risk of slippage? Or erosion?

**Soils**

What is the soil type? Is there any evidence of salinity or water logging? What is the extent of vegetation cover? Are gullies, drainage lines and other erodible areas protected or exposed? How well does the site drain? How will the proposal affect drainage? Is the site contaminated? Is remediation required?

**Air & Microclimate**

Does the proposal have or produce any emissions? What is the distance to sources of air pollution? What are those sources? What is the prevailing wind direction? Are there any windbreaks or wind funnels (natural or artificial) affecting the site? How does the proposal affect air circulation?

**Flora & Fauna**

What flora and fauna has been seen on the site (including nocturnal animals)? Have you successfully identified all species? Are any of the species found endangered, critically endangered or threatened? Are any of the species likely to serve as habitat or food sources for endangered, critically endangered or threatened species?

**Waste**

Does the proposal produce any solid or liquid wastes? Are there any airborne emissions? How are wastes to be minimised? How are wastes to be treated? How are wastes to be stored? How are wastes to be disposed of?

**Noise**

What are the hours of operation? What is the ambient background noise like pre-development? What will they be like post development? Can the noise be avoided? Or muffled/insulated? Can the noise be confined within a building? Would that cause echo and reverberation?

**Natural Hazards**

Is the site bushfire prone? Or flood liable? Or excessively steep? Is erosion evident on the site? Or soil salinity? Is there any natural hazard evident on lands surrounding the site? Is re-growth likely to create a bushfire hazard in the future?

**Social Impact**

Will the amenity (visual, acoustic, recreational or social) of neighbours be affected? Will the proposal overshadow neighbours? How is privacy between sites maintained? What is the social character of the area? Will the proposal introduce a discordant element to the area?

**Economic Development**

Will the proposal generate jobs? Full-time, part-time, permanent or temporary? Construction phase or operational phase?

**Design**

What is the character of the area? Does one style predominate? Or is there a wide mixture of designs? Are there any adverse impacts from the proposal that could be reduced with an alternative design? Are the requirements of the DCP (setbacks, fences and building heights, building envelopes, parking provisions and so on) fully satisfied? If not, why not?

**Construction**

Does the proposal comply with the Building Code of Australia? Has construction site safety been addressed? How? Will any cranes or heavy lifting equipment be needed? Will all construction materials, vehicle parking and personnel be contained on the site? How will the amenity of neighbours be protected during construction? How will surrounding structures be protected during construction? What measures are proposed to protect soil erosion, drainage lines and waterways during construction?

**Need Help?**

Contact Council's Duty Planner by phone on (02) 6767 5507 or call into Ray Walsh House in Peel Street, Tamworth for assistance between 9.00am and 10.30am or 3.30pm and 5.00pm weekdays.

Remove an existing shed and install a portable building (3 x 6m) at the same location.

Portable building to house cat cages for the purpose of a cattery at the Companion Animal Centre.

## Present and Previous Uses

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

.....  
Land is being used as the Companion Animal Centre.  
.....

Shed to be removed is used for storage.  
.....  
.....

## 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?:

.....  
1C Belmore Street is a north facing, roughly triangular shaped property, 62m wide (at its widest point) and 69m deep (at its longest point). Approximately 2/3 of the lot is occupied, and 1/3 is currently vacant.  
.....

The land is relatively flat, and is adjacent to a levee bank.  
.....

There are 7 car parks on site. Existing buildings are the administration building and dog kennels for the Companion Animal Centre.  
.....

Located in Taminda, the property is surrounded by general industrial businesses.  
.....

## Proposed Business Details

### Proposed hours of operation:

Monday to Friday ..... 8.30am - 5.00pm

Saturday ..... NA

Sunday & Public Holidays ..... NA

*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? ..... 2. Staff existing at site - no additional staff.

### Parking and Traffic Generation

How many car parking spaces are on site? ..... 7. No change to existing.

How many Private Staff vehicles will be parked on the site? ..... Up to 3 maximum.

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

Cars ..... Yes

Vans or Utes ..... Yes

Trucks ..... No

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

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

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:

.....  
.....  
.....

**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:

[Removal of garden shed.](#)

[Installation of 3 x 6m portable building.](#)

.....  
.....  
.....

## **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.

.....  
.....  
.....

## **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:

.....  
.....  
.....  
.....

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:

.....

.....

.....

.....

.....

.....

How will rubbish be disposed of?

Through existing garbage collection on site.

.....

.....

.....

.....

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

.....

.....

.....

.....

.....

.....




## Essential Services

Tell us how you will be providing these services:

Water:	Water already connected on site. 1 sink in the portable building will be connected to the existing system.
Sewer:	Sewer already connected on site. 1 sink in the portable building will be connected to the existing system.
Stormwater:	NA
Power:	Power already connected on site. Portable building will be connected to the existing system.
Telephone:	NA

## Applicants Details

Completed By:	Leonie Brown
Signature:	
Date:	21/02/2025

**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.**