

## **Appendix C – Statements of Environmental Effects (SEE)**

### **7.1.1 SEE Guidelines**

#### **What is a Statement of Environmental Effects?**

A Statement of Environmental Effects (SEE) is a report which explains the likely impacts of the proposal and how you will minimise these impacts. The statement includes written information about your proposal that cannot be readily shown on your plans and drawings. An SEE must be lodged with every development application (DA).

#### **What does it include?**

Your Statement of Environmental Effects should address all issues that are applicable to your proposal. In particular a statement of environmental effects must indicate the following matters:

1. The environmental impacts of the development
2. How the environmental impacts of the development have been identified.
3. The steps to be taken to protect the environment or to lessen the expected harm to the environment.

The following is a general guide to the issues relevant to different types of development proposal. However, we recommend that you check with us for any requirements that specifically relate to your proposal or the site.

Council Officers are available to attend a pre-DA lodgement meeting to discuss your proposal.

#### **A. Site and Context Suitability**

A Site and Context Analysis must be lodged for all DAs, to show that the site is suitable for the proposed development. Relevant considerations include:

- § provision of plans or details of the site, including its location, size, dimensions, existing buildings/structures used, details of other non-related structures on the property, location of watercourses, details any trees or other significant vegetation on-site (including those to be removed), general description of site topography
- § site constraints such as slope, flooding, geotechnical and ground water issues (provide a hydrological and geotechnical report by a qualified engineer where the proposal involves excavation exceeding 1 metre)
- § whether the site is affected by bushfire hazard
- § proximity to transport services, shops, community and recreational facilities
- § compatibility with adjoining development, including details of adjoining and adjacent land uses, distance to closest house/s not on the property, location of water courses, etc
- § compatibility with land zoning

## **B. Present and previous uses**

Provide the following details:

- § present use of the site
- § date the present use commenced
- § previous uses of the site
- § uses of adjoining land
- § whether the present or any previous use of the site is a potentially contaminating activity (e.g. workshop, service station, land filling, lead paint removal, termite treatment)
- § a statement as to whether or not you are aware that the site is contaminated land
- § whether there has been any testing or assessment of the site for land contamination

## **C. Development Standards**

Show how your proposal complies with the relevant statutory development standards which are contained in the Young Local Environmental Plan 2010, or the Acceptable Solutions of the Young DCP 2011 (this DCP). Copies of the Young LEP and maps can be accessed [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au).

If a proposal does not comply with a relevant development standard in the Young LEP 2010, Council may consider a variation to the standard. An objection to a development standard can only be made in writing under State Environmental Planning Policy 1 (SEPP 1).

In addition there are a number of controls contained in this Development Control Plan which can be accessed at Council's website at [www.young.nsw.gov.au](http://www.young.nsw.gov.au).

Acceptable Solutions mentioned in the DCP are minimum requirements that Council considers are likely to meet the intent/objectives and performance criteria of the particular design elements.

The onus rests with the applicant, in respect of an application which does not comply with an acceptable solution to clearly demonstrate:

1. Understanding of the purpose/intent of the control and
2. How the proposal will satisfy the purpose/intent and performance criteria of the Control.

You should submit with your Statement a table listing all of the relevant development controls and how your proposal complies (or doesn't comply if that is the case) with the controls.

#### **D. Design Guidelines**

Show how your proposal satisfies our relevant site planning and design guidelines. Relevant considerations include:

- § streetscape
- § topography
- § local context and building character, including massing, roof design, verandahs, balconies, windows, materials and decorative detailing
- § setbacks
- § building envelope
- § fences

Our design guidelines are contained within the various Development Control Plans detailed above. Make sure you find out which design guidelines apply to your development or site.

#### **E. Operation and Management**

Describe how the premises will operate:

- § type of business
- § number of staff
- § expected number of customers or clients
- § hours and days of operation
- § plant, machinery, production processes
- § type and quantity of goods handled, raw materials, finished products, waste products
- § arrangements for transport, loading and unloading of goods (give details frequency of truck movements and size of vehicles)
- § hazardous materials and processes
- § noise control
- § complaints management

Council may require a detailed Plan of Management for proposals which may adversely impact on residential amenity. A Plan of Management may therefore be required for proposals such as entertainment facilities, boarding houses, backpacker accommodation and taxi depots. A Plan of Management must show how your activity will be managed to minimize adverse amenity impacts.

#### **F. Access and Traffic**

If your proposal is likely to generate significant amounts of traffic you must submit a traffic impact assessment report prepared by a qualified transport consultant. If your proposal is not a significant traffic generator you will still need to show that there is adequate provision for access, including:

- § vehicle access to a public road (indicate grade)
- § number and type of vehicle movements expected, e.g 4 x passenger vehicle movements per day (staff), 2 x passenger vehicle movements per day (customers), 1 x semitrailer movement per month (incoming product), 1 x small rigid truck movement per week (outgoing product), etc.

- § parking calculations
- § resident, staff, customer, client and visitor parking arrangements, including number and location
- § existing public transport services
- § proposed traffic management measures to resolve any conflicts between vehicles, pedestrians and cyclists
- § pedestrian amenity (paving, seats, weather protection, security lighting)
- § proposed bicycle facilities (racks, lockers, showers)

### **G. General Accessibility**

Show how the proposed development provides easy access and usable areas for everyone in accordance with the Disability Discrimination Act. Consider the needs of people with walking difficulties or sensory impairments, wheelchair users and people with young children. You should consider:

- § parking arrangements
- § access to and within the development
- § toilet facilities

Certain types of developments may require additional information (e.g. aged persons housing). The Building Code of Australia and the Young's Development Control Plans provide further guidance.

### **H. Environmental Issues**

Provide details on, and show how, the proposal will not impact on the following:

#### *Air*

- § identify existing or proposed sources of odour or fumes (on-site or nearby): industries, food premises, exhaust systems, waste storage, oil or wood burning stoves or heaters, and identify how they will be managed
- § identify proposed mitigation measures: placement and height of flues or chimneys, location of waste storage areas and compost heaps
- § identify likely sources of dust, e.g from vehicle movements, stockpiled materials, processes, machinery, etc
- § how will the dust sources be controlled to prevent a nuisance,

#### *Noise*

- § identify what are the likely sources of noise e.g. staff passenger vehicles, trucks and delivery vehicles, processing noise, machinery and equipment, etc, and the likely levels to be emitted
- § detail how will noise be controlled
- § where noise is a major design issue, a report prepared by a qualified acoustic consultant will be required.
- § existing and proposed noise sources (on-site and nearby): main roads, industries, transport terminals, loading bays, heavy vehicles, restaurants, entertainment facilities, clubs, hotels, amplified music systems, car parks, ventilation and air conditioning units, pumps and pool filters
- § proposed noise reduction measures: noise barriers, building layout and setback, room layout and window placement, building materials, insulation, double glazing

- § construction noise: hours of operation, type of equipment, maximum noise levels, compliance with EPA guidelines

*Soils and water*

- § impact on soil quality, and mitigation measures.
- § impact on surface water and groundwater

*Flora and fauna*

- § details of any trees to be removed as part of this proposal
- § proposed landscaping and treatment of the land
- § impact on native fauna.

*Waste*

- § details of waste to be generated, e.g. animal carcasses, animal waste, (liquid and solid) excess or damaged product, packaging, etc,
- § details of amount of waste to be generated,
- § details of collection, storage and disposal of waste,
- § details of possible composting or recycling,
- § possible impact on soil and water quality

**I. Water and sewer**

*Water*

- § amount of water required and purpose of water,
- § source of water, e.g. bore, town, trucked in, etc and storage details,
- § treatment, reuse and/or disposal of waste-water and run-off.

*Sewer / effluent disposal*

- § what is the method of effluent and liquid waste disposal (on-site wastewater management system, reticulated sewage system, etc),
- § what are the likely types of discharges, and how will they be managed,
- § provide details of any liquid trade waste to be discharged to the sewage system.

**J. Privacy, views and sunlight**

Show how the proposed development will address privacy, views and sunlight access.

*Visual Privacy*

- § window placement relative to adjacent dwelling and common areas
- § views between living rooms and the private yards of other dwellings
- § use of screen planting, hedges, walls or fences to improve privacy
- § headlight glare, light spillage

*Acoustic privacy*

- § placement of active use outdoor areas relative to bedrooms
- § separation of roads, parking areas and driveways from bedroom and living room windows
- § noise transmission between dwellings
- § measures to mitigate external noise sources (e.g. traffic noise, placement of air conditioners, exhaust systems, pool pumps)

*Views*

- § impact of the proposed development on views from adjoining or nearby properties
- § design options for protecting views
- § views from the proposed development

#### *Sunlight*

- § provide an analysis of your shadow diagrams prepared by your architect or draftsman. Consider shadows from adjoining buildings as well as the proposed development. Elevation shadow diagrams may be required to demonstrate impacts on windows of adjoining buildings.

#### **K. Drainage**

Show how the proposal will deal with all aspects of drainage on the site:

- § have you proposed measures to maximise infiltration and minimise water runoff? (e.g. porous pavements, mulching and ground covers, low water demand native plants, rainwater tanks, stormwater reuse).
- § stormwater drainage: proposed management controls for flows entering within and leaving the site, proposed on-site detention calculations prepared by a consulting hydraulic engineer, justification that the proposed design measures will not increase stormwater runoff or adversely affect flooding on other land
- § easements: provide copies of letters of intention to grant interallotment drainage easements across downstream properties
- § local flood mitigation measures

#### **L. Erosion & Sediment Control**

Show how you propose to prevent erosion and control sediment on the site, including:

- § soil and erosion hazard characteristics: potential for impact on adjacent land and waterways
- § Explain how your erosion and sediment control strategy will work. Consider areas requiring special management, including proposed dust control measures and proposed site maintenance strategy

#### **M. Heritage**

A Heritage Impact Assessment is required for any work to a heritage item or a building within a Heritage Conservation. Where a Heritage Statement is required it must be prepared by a suitably qualified professional heritage advisor. The report must address:

- § historical development of the site
- § description of the item and its setting (e.g. garden, fences, ancillary buildings, etc)
- § contribution to the streetscape: height, scale, mass, setback, fenestration, architectural style and period
- § heritage significance (use Heritage Manual criteria)
- § affect of proposal on the heritage significance of the building and its setting
- § design options and rationale for the preferred option
- § relevant conservation principles in accordance with ICOMOS Burra Charter

The NSW Heritage Manual and the Burra Charter can be obtained from the NSW Heritage Office.

## **N. Environmental Sustainability**

Show how the proposal promotes Ecological Sustainable Development.

### *Energy and ventilation*

- § Orientation: does the design maximize living areas facing north? Will windows and solar collectors have good solar access? Show how energy efficiency requirements have influenced the siting, design and landscaping of the proposal
- § Sun control: proposed awnings, pergolas, blinds, and trees to maximize summer shade and minimise winter shade
- § Insulation: proposed roof, ceiling, wall and floor insulation; double glazing, door and window seals.
- § Natural ventilation: will window placement maximise cross ventilation?
- § Heating, cooling and lighting: have energy efficient heating, cooling and lighting systems been specified?
- § Clothes drying: is there an outdoor drying space with solar access?
- § Water heating: has a hot water system with a greenhouse score of 3.5 or greater been specified? (contact your energy supplier or the Sustainable Energy Development Authority)
- § Multi-Unit Housing: you must submit a BASIX certificate setting out the performance levels achieved in relation to solar access and energy efficiency including the energy performance of each typical unit measured by BASIX

*NOTE: You need to include a BASIX certificate when you lodge a proposal to build a new home or multi-unit development. You will also be required to include a BASIX Certificate for alterations and additions which cost \$50,000 or over and for swimming pools greater than 40,000 L. All details listed on the BASIX Certificate (e.g. window areas, awnings/screening/shading devices, hard and soft landscaping and services), must be included on the submitted plans. For more information please visit [www.basix.nsw.gov.au](http://www.basix.nsw.gov.au).*

- § Landscaping: native species, habitat creation, deciduous plants (sun control), water efficient plants and locations, permeable paving
- § Water Efficiency: on site water detention systems, water efficient fixtures, landscaping, pool covers
- § Water Tanks: in the case of new buildings, have you demonstrated how the requirements of Council's Rainwater Tank Policy have been met?

### *Sustainable Building Report*

- § If required, you must prepare a comprehensive Sustainable Building report or Part J Assessment under the Building Code of Australia.

## **O. Waste**

Show how the proposal promotes waste minimisation : 'avoid, re-use, recycle'

- § proposed at source waste separation program and facilities: aluminium, steel, glass, plastics, food and organic waste, etc.
- § proposed recycling collection from hotel, entertainment, commercial and industrial premises
- § domestic food and organic waste composting
- § litter control program (for activities such as takeaway food, sporting venues, etc)
- § proposed waste storage areas
- § how will building and demolition waste be used, recycled or disposed?
- § arrangements for hazardous building wastes such as asbestos and contaminated soil

Your Waste Management Plan should demonstrate that you have included the above objectives in your proposal.

## **P. Site Management**

Show how the construction site will be managed to ensure public safety and to minimise public inconvenience:

- § perimeter fencing to restrict public access to the construction site
- § proposed hoardings or other enclosures to the site
- § location of proposed site amenity facilities, storage of building materials and equipment, bulk waste containers and materials stockpiles
- § how will you maintain safe pedestrian access adjacent to the site?
- § access points for construction
- § methods of demolition
- § dust control methods

## **Summary**

These guidelines have been prepared to assist applicants in the preparation of a Statement of Environmental Effects. A properly prepared Statement addressing the relevant items in these guidelines will enable Council Officers to assess your application and avoid delays in the processing of your application. The LEPs and DCP referred to in these guidelines are available from Council's website or on the Council Offices.