



USER GUIDE: Statement Environmental Effects



PARKES SHIRE COUNCIL

Delivering progress and value to our community

About this Guide

This Guide explains how to prepare a Statement of Environmental Effects (SEE) to submit as part of a Development Application.

This Guide is not designed to assist with more complex SEEs. In such cases Council encourages proponents to liaise early with Council and a Planning Consultant to determine the likely SEE requirements.

Please use the guide to ensure that you have provided all the required information in your SEE. If you need more information or advice, please telephone Council's Planning and Environment Department on (02) 6861 2373.

It all adds up.

PARKES



PARKES SHIRE COUNCIL



What is a Statement of Environmental Effects

A Statement of Environmental Effects is a short written report that describes a proposed development and outlines the likely impacts of the proposal, and describes how these impacts will be minimised as part of the proposal. The SEE includes written information about your proposal that cannot be readily shown on your plans and drawings.

When is a Statement of Environmental Effects Required?

A SEE is required for all Local Development requiring the lodgement of a DA with Council.

Your SEE should address all the issues that are applicable to your proposal. The following is a general guide. Please feel free to use the following as headings in your SEE, followed by your assessment findings. The text in italics is aimed to prompt your assessment findings.



When in doubt please contact Council's Planning and Environment Department on (02) 6861 2373.

What to include in an SEE

Land Description

Please provide Land Title details (Lot and DP) as well as the address of the subject land.

Description of Proposal

Please describe your proposal as per the land-use definitions under the Parkes Local Environmental Plan 2012. Where your proposal involves more than one form of development, such as demolition of a dwelling and the erection of a new dwelling, please include this in your description.

For commercial and industrial proposals, quarries and mines, entertainment facilities, late night trading premises, hotels, motels, boarding houses, bed and breakfast and backpacker accommodation, please describe how the proposal will operate. You may wish to discuss:

- Type of business.
- Number of staff.
- Expected number of customers or clients.
- Hours and days of operation.
- Number of patrons and building safety (for entertainment venues).
- Plant, machinery, production processes.
- Type and quantity of goods handled such as raw materials, finished products, waste products.
- Arrangements for transport, loading and unloading of goods (give details of frequency of truck movements and size of vehicles).

What to include in a Statement of Environmental Effects

- Hazardous materials and processes.
- Noise control measures.
- Dust control measures.
- Complaints management.
- Servicing arrangements.

Site Location and Analysis

Please provide a general description of the site and its surrounds, including the site's broader context within the neighbourhood or area. This site analysis helps Council understand what land-uses and activities are going on around your development site. It also helps Council understand any constraint on the land, such as flooding of nearby waterways, bushfire hazard, steep sloping land etc.

Please also provide a written statement explaining how the proposed development design has responded to the site analysis.

Present and previous uses of the land

Please insert a statement that describes the present and past land-uses conducted on the site. This helps Council understand the history of development on the site. You may wish to discuss:

- Present use of the site.
- Date the present use commenced.
- Previous uses of the site (if known).
- Details of any previous approvals.
- Present uses of adjoining land.
- Whether the present or any previous use is a potentially contaminating activity (e.g. workshop, service station).
- 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.

Compliance with Planning Controls

Please describe how your proposal complies with the relevant statutory development standards, including:

- Impact on threatened species.
- Integrated approval requirements.
- Concurrence, referral or comment from other government agencies.
- SEPPs or deemed SEPPs.

- Parkes Local Environmental Plan 2012.
 - Parkes Shire Development Control Plan 2013.
- The NSW Department of Planning website and the NSW Electronic Housing Code website is an efficient means of checking what planning controls apply. Please go to <https://www.planningportal.nsw.gov.au/find-an-area/council/6200/parkes> and www.ehc.nsw.gov.au for more details.

If your proposed development does not comply with any of the controls, policies or guidelines that apply to your development proposal, your statement of environmental effects must detail the non-compliance and why Council should consent to the proposed development.

Servicing and Infrastructure Requirements

Please describe how the proposal will be serviced, including whether or not it is proposed to connect to:

- Sewerage.
- Water Supply.
- Stormwater.
- Electricity supply.
- Telecommunications.
- Gas.

Access and Traffic Requirements

If your proposal is likely to be a major traffic generator you must include a traffic impact assessment report prepared by a qualified transport consultant. If your proposal is not a major traffic generator you will still need to show that there is adequate provision for access and traffic, including:

- Vehicle access to a public road.
- Proposed parking arrangements for residents, staff, customers, client and visitor parking arrangements.
- Proposed traffic management measures to resolve any conflicts between vehicles, pedestrians and cyclists.
- Existing public transport services (if applicable).
- Proposed bicycle facilities (if applicable).

Site Management

Please show how the construction site will be managed to ensure public safety and minimise public inconvenience. You may wish to discuss:

5 steps to preparing a Development Application

- 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 material stockpiles.
- How will you maintain safe pedestrian access adjacent to the site.
- Access points for construction.
- Method/s of demolition.
- Dust control methods.

Assessment of Likely Impacts of the Proposal

Please insert a brief statement if any of the following applies to the proposal. Where no impacts are envisaged please state no impacts.

- Impacts on the natural environment (consider any impacts on creeks and waterways, existing native vegetation, native fauna, potential for soil erosion, sedimentation, landslip).
- Impacts on the built environment (consider any impacts on heritage items, the character and amenity of the area, neighbouring views, privacy, overshadowing, drainage).
- The likely social and economic impacts in the locality.

Site Suitability

Please insert a statement that shows how the site is suitable for the proposed development. You may wish to discuss:

- Site constraints such as slope, flooding, bushfire, geo-technical and ground water issues.
- Proximity to transport services, shops, community and recreational facilities.
- Compatibility with adjoining development.
- Compatibility with visual setting (streetscape).
- Compatibility with land zoning.
- Size and shape of the allotment.
- Local planning objectives.
- Age and condition of buildings.

Ecologically Sustainable Design

Please list any measures taken to:

- Conserve energy - passive design and energy

management systems.

- Conserve water - water conservation, reuse and the use of water efficient facilities and equipment.
- Preserve natural features of the site - Avoid development on sites or sections of sites of high ecological value.
- Building materials conservation - though the intelligent re-use of facilities, reuse of existing materials and appropriate selection of new building materials.
- Appropriate landscaping - design the landscaping to facilitate year round moderation of the internal climate, minimise erosion potential, plant indigenous flora and maximise the reuse on site of all rock and topsoil emanating from excavations work.
- Maintenance - consider the lifecycle maintenance of the development structure and minimise the use of high maintenance finishes.

Photographs

Please include photographs with your SEE. This information is invaluable to the assessment officers and to other persons involved in the processing of your development application.



PARKES SHIRE COUNCIL

Planning Department
2 Cecile Street,
PO Box 337, Parkes NSW 2870

P 02 6861 2373

F 02 6862 3946

E council@parkes.nsw.gov.au

www.parkes.nsw.gov.au

