

Preparing a Statement of Environmental Effects

What is a Statement of Environmental Effects?

A Statement of Environmental Effects (SEE) is a report describing a proposed development and outlining the likely impacts, and the proposed measures that will mitigate these impacts. The SEE includes written information about the proposal that cannot be readily shown on the plans.

When is a Statement of Environmental Effects required?

All development applications require a SEE. Only a very brief SEE is required for proposals that are likely to have little impact. Sometimes, this can be done as notations on the plans, for example, minor residential building work not relating to a heritage item.

What to include in a Statement of Environmental Effects

Your SEE should address all the issues that are applicable to your proposal. The following is a general guide:

1. Site Suitability

Show that the site is suitable for the proposed development. You should consider such things as:

- Site constraints such as flooding, slope, bushfire and subsidence.
- Proximity to shops, community and recreation facilities.
- Compatibility with adjoining development.
- Compatibility with visual setting.
- Local planning objectives.
- Size and shape of allotment
- Age and condition of buildings.

2. Current and previous uses

Provide the following details:

- Previous use of the site.
- Date when present use commenced.
- Present use of adjoining land.
- A statement as to whether or not you are aware that the site is potentially contaminated.

3. Operational details

Describe how the development will operate:

- Type of business.
- Number of staff.
- Hours and days of operation.
- Plant and machinery.
- Production processes.
- Type and quantity of raw materials, finished products and waste products.
- Identify any proposed hazardous materials or processes.

4. Access and traffic

Show that there is adequate provision for access:

- Disability access.
- Pedestrian amenity.
- Bicycle facilities.
- Vehicle access to a public road.
- On-site parking.
- Parking calculations.
- For major traffic generating proposals, attach a Traffic Impact Assessment Report prepared by a Transport Consultant.

5. Air and noise

Show that the proposal will not cause, or be affected by, air or noise emissions. Include details of:

- Proposed air and noise mitigation measures.
- Construction noise.
- Operational noise.
- Where noise is a major issue, attach a report by an Acoustic Consultant.

6. Privacy, views and overshadowing

Show how the proposed development will affect privacy, views and overshadowing.

7. Visual privacy

- Window placement relative to adjacent dwellings and common areas.
- Views between living rooms and the private yards of other dwellings.
- Use of screen plantings, walls or fences to improve privacy.
- Floodlights and other light spillage.

8. Acoustic privacy

- Placement of active use outdoor area relative to bedrooms.
- Separation of roads, parking areas and driveways from bedrooms and living room windows.
- Noise transmission between dwellings.
- Measures to mitigate external noise sources.

9. Views

- Impact of the proposed development on views from adjoining or nearby properties.
- Design options for protecting views.
- Views from the proposed development.

10. Overshadowing

Where lot size and orientation, slope of site or adjoining buildings create the potential for overshadowing, include a shadow diagram. The plan must illustrate the extent of shadows cast by existing and proposed building, including buildings on adjoining land. The plan must be drawn to a suitable scale and show shadows cast by buildings at the winter solstice (22 June) from 9am, 12 noon and 3pm.

11. Soil and water

Show how the proposal will deal with all aspects of soil and water management –

- Water supply.
- Sewage disposal.
- Drainage.
- Flooding.
- Erosion and sediment control.

12. Heritage

The type of information required depends on whether the proposal relates to a listed heritage item or to a heritage conservation area. Council's Customer Inquiry Centre can provide you with detailed advice on which requirements apply to your proposal.

13. Flora and fauna

Show how the proposal will impact on existing flora and fauna and proposed landscaping.

14. Waste

Show how the proposal promotes waste minimisation.

All rural dwellings will also require submission of an application for approval to install an on-site sewage management system, including a site and soil assessment.

15. Energy

Details of proposed energy conservation and energy efficiency i.e. design, materials, solar lighting and heating, ventilation, shading elements, insulation and appliances.

Further Information

Should you have any further enquiries please contact Council's Planning and Development Services Department at:

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PO Box 261
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