

**STATE OF ENVIRONMENTAL EFFECTS**  
**CHANGE OF USE – COMMERCIAL OR INDUSTRIAL**  
**(Where no or minimal building works are being carried out)**

A Statement of Environmental Effects (SEE) is a report outlining the likely impacts of your proposal, and the proposed measures that will mitigate those impacts. The *Environmental Planning & Assessment Regulations, 2000* (Schedule1), stipulates that a development application **MUST** be accompanied by a SEE. Whilst the use of this SEE template is not mandatory, it will assist in addressing most of the relevant and required information. If this template is not used, your development application will still need to be accompanied by a SEE.

**A Simple yes/no answer will not be sufficient.** If you require more space, please attach extra comments to the form.

**This guide is not applicable for complex developments or complex sites where additional information may be required.**

<b>DESCRIPTION OF DEVELOPMENT: Provide a clear description of the proposed development</b>	
<b>Property Address</b>	
<b>Proposed development</b> (Type of business)	
<b>Days and hours of operation</b>	<input type="checkbox"/> Days of Operation _____ <input type="checkbox"/> Hours of Operation _____
<b>Number of Staff</b>	
<b>Plant and machinery to be installed</b>	
<b>Describe any production processes</b>	
<b>Type, size and quantity of goods to be:</b>	<input type="checkbox"/> stored _____ <input type="checkbox"/> manufactured _____ <input type="checkbox"/> transported _____
<b>Access</b> Detail the location of vehicular access to the site	
<b>Traffic</b> Detail the type, nature and amount of traffic to be generated e.g. 6 per day (staff) and 10 / day (client), semi-trailer 1/week (incoming), 1 rigid/day (outgoing), deliveries	

<p><b>Parking -</b> Detail the amount and location of existing available on-site parking</p>	
<p><b>Signage</b> Detail all signage (size, location and content), if not shown on plans)</p>	

**SITE & LOCALITY DESCRIPTION: Provide information of the site and adjacent lands**

Please ensure that the following details have been shown on your **site plan**, as a minimum;

- |   |   |                                      |                                |
|---|---|--------------------------------------|--------------------------------|
| <input type="checkbox"/> site dimensions    | <input type="checkbox"/> site area          | <input type="checkbox"/> north point | <input type="checkbox"/> scale |
| <input type="checkbox"/> existing buildings | <input type="checkbox"/> proposed buildings | <input type="checkbox"/> easements   | <input type="checkbox"/> trees |

Issue	Details
<b>Present use of the site</b>	
<b>Past use/s of the site</b>	
<p><b>Describe any existing built structures on the land</b> (e.g. location, number, storeys, building material, current use etc)</p>	
<p><b>Is the land classified as bushfire prone?</b> (Check with Council or a recent 10.7(2) Certificate. In some cases a Bushfire Risk Assessment Report may be required.</p>	
<p><b>Locality Characteristics – Adjacent Uses</b> Describe the type and nature of adjacent uses, e.g.</p> <ul style="list-style-type: none"> <li>• Residential, commercial, industrial;</li> <li>• Older or modern construction;</li> <li>• Height - Single or two storey;</li> <li>• Building materials;</li> <li>• Colours,</li> <li>• Density - Single dwelling houses or unit developments etc.</li> </ul>	<p style="text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Locality Characteristics - Environment</b> Describe the existing environment of the site e.g. slope, natural features , significant trees or vegetation, water courses, drainage lines etc</p>	

## COMPLIANCE WITH PLANNING CONTROLS

**Cootamundra Local Environmental Plan 2013 and Gundagai Local Environmental Plan 2011.** - Complete the following table to show how your development complies with the relevant provisions of the LEP. If your development is not consistent with the requirements, you need to provide justification for all variations, or may need to seek a formal variation. A copy of the LEP and the associated maps can be found at; Cootamundra LEP 2013 (CLEP) <https://www.legislation.nsw.gov.au/#/view/EPI/2013/399> Gundagai LEP 2011 (GLEP) <https://www.legislation.nsw.gov.au/#/view/EPI/2011/507>

Clause	Issue	Complies	Comment
<b>2.1 Land Use Zones</b>	What is the zoning of the land?		<b>Zoning:</b>
<b>2.3 Zone objectives and land use table</b>	Is a proposed development permissible in the zone?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>4.6 Exception to development standards</b>	Are you seeking a variation to a development standard in the LEP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes (your proposal varies from any standard in the LEP – such as minimum lot size), you must include a separate written statement, justifying non-compliance.  Statement attached - <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>5.10 Heritage conservation</b>	Is any part of your property an item of heritage or within a heritage conservation area?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, you must include a written statement and/or Heritage Impact Statement, detailing the potential impact on the item or HCA, and how the impact will be minimised.  Statement attached - <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Land</b> <b>CLEP 2013 - 6.6 &amp; 6.7</b> (see Natural Resources Land Map)  <b>GLEP 2011 - 6.2</b> (see Natural Resources Sensitivity Land Map)	Is the land identified as a 'dryland salinity' or 'high soil erodibility'?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how will any adverse environmental impacts be minimised and managed?
	Is the land identified as a 'sensitive land'?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Water</b> <b>CLEP 2013 - 6.4 &amp; 6.5</b> (see Watercourses Map and the Groundwater Vulnerability Map)  <b>GLEP 2011 - 6.3</b> (see Natural Resources Sensitivity Water Map)	Is the land identified as a 'watercourse' or 'groundwater vulnerable'?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how will any adverse environmental impacts be minimised and managed?
	Is the land identified as a 'sensitive land'?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

<p><b>Biodiversity</b> <b>CLEP 2013 - 6.3</b> (see Terrestrial Biodiversity Map)</p> <p><b>GLEP 2011 - 6.1</b> (see Natural Resources Sensitivity Biodiversity Map)</p>	<p>Is the land identified as 'biodiversity'?</p> <p>Is the land identified as a 'sensitive land'?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If yes, how will any adverse environmental impacts be minimised and managed?</p>
<p><b>Flood planning</b> <b>CLEP 2013 - 6.2</b> (see Flood Planning Map)</p> <p><b>GLEP 2011 - 6.4</b></p>	<p>Is the land subject to flood related development controls?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If yes, your proposal shall show that it is compatible with the flood hazard and will not increase the risk to the environment, building or life.</p>

## DEVELOPMENT CONTROL PLAN

For development in the former Cootamundra Shire Council area, consideration of the Cootamundra Development Control Plan should also be provided if the application involves residential development (single dwellings, multi-dwelling housing, residential flat buildings and granny flats, Business and Industrial Development, Subdivision, Car Parking.

**PLEASE NOTE** - If you are proposing or requesting to vary a standard or acceptable solution in the Development Control Plan, you must provide written justification for the variation, explain how your proposal meets the performance criteria and make consideration of any impacts the variation may have.

A copy of the Cootamundra DCP, Appendices and Fact Sheets can be found on Council's website at <https://www.cgrc.nsw.gov.au/building-development-and-planning/plans-policies-and-controls/development-control-plans/>

## ASSESSMENT OF LIKELY IMPACTS OF THE DEVELOPMENT

<p><b>Transport &amp; Traffic</b> – How will any likely traffic impacts associated with parking, loading and unloading etc. be managed?</p>	
<p><b>Heritage</b> – How will any impact on the heritage item or the HCA be minimised (where HIS not provided)?</p>	
<p><b>Water Requirements</b> – detail the amount of water required, its purpose, the source, any treatment or reuse of water proposed and water saving measures proposed</p>	<input type="checkbox"/> amount _____ <input type="checkbox"/> purpose _____ <input type="checkbox"/> treatment / reuse _____ <input type="checkbox"/> water saving measures _____
<p><b>Sewer / liquid trade waste</b> detail the method of effluent and liquid waste disposal e.g. on-site, reticulated sewerage system, the type and amount generated, and any pre-treatment proposed e.g. grease trap</p>	<input type="checkbox"/> disposal method _____ <input type="checkbox"/> type _____ <input type="checkbox"/> amount _____ <input type="checkbox"/> pre-treatment _____
<p><b>Waste generation</b> detail the type and amount of waste to be produced, method of storage and disposal, including solids, liquids, gases and particulates</p>	<input type="checkbox"/> type _____ <input type="checkbox"/> storage _____ <input type="checkbox"/> disposal _____
<p><b>Noise</b> detail all sources, type and level of noise generated, and how the noise will be controlled to prevent a nuisance</p>	<input type="checkbox"/> source and type _____ <input type="checkbox"/> level _____ <input type="checkbox"/> control _____
<p><b>Odour</b> Detail the source and type of odour generated, and how the odour will be controlled to prevent a nuisance</p>	
<p><b>Signage</b> If proposing installation of signage please complete Signage Assessment sheet over page</p>	

<b>Signage</b>	
<p><b>Character of the area</b></p> <p>Is the proposal compatible with the existing or desired future character of the area or locality in which it is proposed to be located?</p> <p>Is the proposal consistent with a particular theme for outdoor advertising in the area or locality?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Special areas</b></p> <p>Does the proposal detract from the amenity or visual quality of any environmentally sensitive areas, heritage areas, natural or other conservation areas, open space areas, waterways, rural landscapes or residential areas?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Views and vistas</b></p> <p>Does the proposal obscure or compromise important views?</p> <p>Does the proposal dominate the skyline and reduce the quality of vistas?</p> <p>Does the proposal respect the viewing rights of other advertisers?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Streetscape, setting or landscape</b></p> <p>Is the scale, proportion and form of the proposal appropriate for the streetscape, setting or landscape?</p> <p>Does the proposal contribute to the visual interest of the streetscape, setting or landscape?</p> <p>Does the proposal reduce clutter by rationalising and simplifying existing advertising?</p> <p>Does the proposal screen unsightliness? Does the proposal protrude above buildings, structures or tree canopies in the area or locality?</p> <p>Does the proposal require ongoing vegetation management?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Site and building</b></p> <p>Is the proposal compatible with the scale, proportion and other characteristics of the site or building, or both, on which the proposed signage is to be located?</p> <p>Does the proposal respect important features of the site or building, or both?</p> <p>Does the proposal show innovation and imagination in its relationship to the site or building, or both?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Associated devices and logos with advertisements and advertising structures</b></p> <p>Have any safety devices, platforms, lighting devices or logos been designed as an integral part of the signage or structure on which it is to be displayed?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Illumination</b></p> <p>Would illumination result in unacceptable glare?</p> <p>Would illumination affect safety for pedestrians, vehicles or aircraft?</p> <p>Would illumination detract from the amenity of any residence or other form of accommodation?</p> <p>Can the intensity of the illumination be adjusted, if necessary?</p> <p>Is the illumination subject to a curfew?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Safety</b></p> <p>Would the proposal reduce the safety for any public road?</p> <p>Would the proposal reduce the safety for pedestrians or bicyclists?</p> <p>Would the proposal reduce the safety for pedestrians, particularly children, by obscuring sightlines from public areas?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>