



# Statement of Environmental Effects

Pro-forma for minor development

This pro-forma may be used for minor development proposals that require a development application. This pro-forma is not comprehensive for development uses other than the minor categories listed in the attached guide.

Include your completed SEE with your development application documents for lodgement.

## Property Details

**Lot:** \_\_\_\_\_ **Section:** \_\_\_\_\_ **DP/SP:** \_\_\_\_\_

**House No.:** \_\_\_\_\_ **Street:** \_\_\_\_\_

**Suburb:** \_\_\_\_\_ **Postcode:** \_\_\_\_\_

### 1. Description of the Proposal

What is the proposed development?

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Describe your proposal in detail.

*(Include details such as whether the development will use whole or part of the building(s) or land(s), whether new buildings are proposed, the physical features of the proposed building(s), the nature of the building(s) [eg: office, retail, industrial, etc], materials and colour scheme, signage, disabled access and facilities, seating capacity.)*

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**2. Description of the Site**

What is the area of the site? \_\_\_\_\_

Describe the site.

*(Elaborate on the information provided on the site analysis plan. Include information such as the physical features of the site, for example slope and vegetation, existing services, view corridors, availability of public transport.)*

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Describe the use of lands adjoining the site.

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**3. Present and Previous Uses**

What is the present use of the site and when did this use commence?

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List the previous uses of the site.

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Have any potentially contaminating activities been undertaken on the property?

- No
  
- Yes – Please identify:

If yes, you will need to provide the relevant documentation as outlined in Council's DCP.

**4. Existing Structures**

List the existing structures

Existing Structure	Materials	Floor Area (m2)

Which existing structures are to be demolished as part of the proposal?

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**5. Operational and Management Details** eg: Home Business

**Note: Section 5 is not applicable to the construction of a dwelling-house, additions and alterations to a dwelling-house or structures ancillary to a dwelling-house.**

Describe in detail the proposed business/activity.

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Total number of staff: \_\_\_\_\_

Max number of staff on duty at any one time: \_\_\_\_\_

Max number of clients/customers expected in a day: \_\_\_\_\_

Max number of clients/customers expected at any one time: \_\_\_\_\_

Hours and days of operation

\_\_\_\_\_ am to \_\_\_\_\_ pm Monday to Friday

\_\_\_\_\_ am to \_\_\_\_\_ pm Saturday

\_\_\_\_\_ am to \_\_\_\_\_ pm Sunday

\_\_\_\_\_ am to \_\_\_\_\_ pm Extended hours on: \_\_\_\_\_

Expected vehicle types associated with the proposal:

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Number of car parking spaces provided: \_\_\_\_\_

Location of car parking spaces provided:

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What are the arrangements for transport, loading and unloading of goods? What is the expected frequency of deliveries, size of vehicles and frequency of truck movements?

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List machinery associated with the proposed business/activity.

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List the type and quantity of raw materials, finished products and waste materials.

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How will waste be disposed of?

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Identify any proposed hazardous material or processes.

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If your proposal involves the use of a spray booth, identify the location of the booth, manufacturer's specifications, details of exhaust ventilation, and details of pollution control.

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**6. Lake Macquarie Local Environmental Plan 2014**

What is the land zoned? \_\_\_\_\_

What is the proposal for (as defined by Lake Macquarie LEP 2014)?

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Is this use permissible within the zone?

No

Are you relying on existing use rites?

Yes – Council advises that you seek professional help to prepare your SEE

No – the development is prohibited in the zone

Yes

Expand on how your proposal meets the objectives of the zone.

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**10. Development Control Plan (DCP)**

Lake Macquarie DCP 2014 is structured into sections that are relevant to each planning zone.

- Part 1 – Introduction
- Part 2 – Development in Rural Zones
- Part 3 – Development in Residential Zones
- Part 4 – Development in Business Zones
- Part 5 – Development in Industrial, Business Park and Infrastructure Zones
- Part 6 – Development in Recreation and Tourist Zones
- Part 7 – Development in Environment Protection Zones
- Part 8 – Subdivision Development
- Part 9 – Landuse Types
- Part 10 – Town Centre Area Plans
- Part 11 – Heritage Area Plans
- Part 12 – Precinct Area Plans

Please list and address the relevant clauses to your development based on the zone of your land (add extra pages if necessary).

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