



# Statement of Environmental Effects Template – Guide for minor development

---

## Why do you need a Statement of Environmental Effects?

A Statement of Environmental Effects (SEE) is required to be lodged with all development applications (DA) in accordance with the *Environmental Planning and Assessment Regulation 2000* (EP&A Regs).

**Note:** Council will not accept your DA without an adequate and legible SEE that addresses the legislative requirements.

## What information must a SEE include?

Your SEE should demonstrate that in designing your proposal, you have fully considered the site constraints and the applicable legislative provisions. It should give an understanding of the thought process behind your development and includes information about the development that cannot be shown on the plans.

An SEE must address the following matters:

- A description of the site and surrounding locality;
- Present and previous uses of the site;
- Existing structures on the land;
- A detailed description of the proposal;
- Operational and management details;
- The likely environmental impacts of the development;
- How the environmental impacts of the development have been identified;
- The steps to be taken to protect or to lessen the expected harm to the environment;
- The provisions of any applicable Environmental Planning Instrument (EPI), including:
  - State Environmental Planning Policies (SEPP's)
  - Regional Environmental Plans (REP's)
  - Local Environmental Plans (LEP's);
- The provisions of any applicable draft EPI (that is or has been placed on public exhibition); and
- Any applicable Development Control Plan (DCP's).

To assist with the lodgement of minor applications, Council has developed the following templates which are available to download on Council's Website.

1. [Statement of Environmental Effects for Minor Residential Development](#) – applicable to dwellings, secondary dwellings, dual occupancies, minor subdivision, alterations and additions, and ancillary structures (including sheds, carports, pools, deck, patios, etc.).
2. [Statement of Environmental Effects for Minor Commercial Development](#) – applicable to minor commercial, industrial, alterations and additions, home business and home industry.
3. [Statement of Environmental Effects for Signage](#) – advertising and signage.

All other DAs (other than Designated Development) must be supported by an SEE prepared by a suitably qualified professional.