

**MINUTES OF THE 1<sup>ST</sup> PRE APPLICATION MEETING FOR HOUSING PROJECT  
ON A SITE IN TOWNSHIP OF EZAKHENI C NEAR LADYSMITH IN ALFRED  
DUMA LOCAL MUNICIPALITY IN KWAZUL-NATAL PROVINCE**

<b>Title</b>	Pre-application meeting: Installation of services and construction of 150 low housing units			
<b>Subject</b>	Pre-Application Meeting			
<b>Date of the meeting</b>	11 march 2018			
<b>Venue</b>	Ezakheni Extension C			
<b>Time</b>	10:00			
<b>Attendees</b>	<b>Name</b>	<b>Organisation</b>	<b>Cell number</b>	<b>Email address</b>
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item	DISCUSSION	action
1	<p><b>PROJECT TITTLE:</b></p> <p>The installation of services and the construction of 150 low cost housing units at Ezakheni Extension C within Alfred Duma Local Municipality</p>	general
2	<p><b>THE FOLLOWING INFORMATION WAS PRESENTED AND DISCUSSED AT THE PRE-APPLICATION MEETING:</b></p> <ul style="list-style-type: none"> <li>• Description of project</li> <li>• Layout plan</li> <li>• Specialist studies</li> <li>• Public participation</li> </ul>	general
3	<p><b>DESCRIPTION OF PROJECT</b></p> <p>a) Project description should clearly provide the scope of the proposed activities to be undertaken and this should include all associated structures and infrastructure including capacities, dimensions, throughput, length and sizes.</p> <p>b) Of particular note are the following issues:</p> <p><b>1.HOUSES</b></p> <p>1.1 The Size of house is 40 square meters (m<sup>2</sup>) each and number of the houses are 150.</p> <p>1.2 Building sizes of all units where applicable</p> <p>1.3 Description of allocated use of all sites in the area</p> <p><b>2. PROPOSED WATER RETICULATION INFRASTRUCTURE</b></p> <p>2.1 Supply point</p> <p>2.2 Design criteria</p>	EAP

2.2.1 Design overview

2.2.2 Water demand

**3. PROPOSED SEWER RETICULATION INFRASTRUCTURE**

3.1 Discharge Points

3.2 Design Criteria

3.2.3 Design Parameters

**4. PROPOSED STORMWATER INFRASTRUCTURE**

4.1 Design Rainfall Data

4.2 Minor Drainage

4.2.1 Hydrology

4.2.2 Hydraulics

4.3. Minor system

4.4 Major system

Where connections are to take place on to existing services these must be checked to determine the potential capacity for accepting additional load due to proposed development. A letter confirming that there will be sufficient capacity must be supplied from the relevant Municipality

Furthermore, due care should be taken of the current integrity of existing habitats, recreational use and permaculture activities (garden) on site and amicable mitigation measure be presented to cater for impacts that will arise as consequence of the proposed activity.

The identified signs of excavation and uses of asbestos pipes as marks on site should be investigated and be reported on the draft report

<p><b>4</b></p>	<p><b>LAYOUT PLAN</b></p> <p><b>In terms of layout plan, the following must be included:</b></p> <ul style="list-style-type: none"> <li>▪ Houses and other proposed structures</li> <li>▪ Pipes lay out and connection points</li> <li>▪ Roads lay and connection points</li> <li>▪ Site specific coordinates</li> <li>▪ Using A3 to shows everything</li> <li>▪ Layout plan must make provisions for the proposed associated structures inclusive of the corridors</li> </ul>	<p><b>EAP</b></p>
<p><b>5</b></p>	<p><b>SPECIALIST STUDIES</b></p> <p><b>In terms of specialist studies, the following will be undertaken</b></p> <ul style="list-style-type: none"> <li>• Biodiversity</li> <li>• Heritage</li> <li>• Geotech</li> <li>• Engineering report</li> </ul> <p>Specialist report must include recommendations based on the outcomes of the assessments and those reports must be dated and signed by the specialist. The EMPR must also be dated, signed and include CVs expertise and declaration forms of the specialist presented with the report.</p>	<p><b>EAP</b></p>

6	<p><b>PUBLIC PARTICIPATION</b></p> <p><b>The public participation includes:</b></p> <ul style="list-style-type: none"> <li>• The placing of poster on site</li> <li>• Prove that all stake holders were notified and proof that all stakeholders were reminded to comment</li> <li>• The placing of an advert</li> <li>• Communication with local I and APs in isiZulu</li> <li>• The dissemination of a notification sheet to stakeholder and letter drop to the stakeholders and proof of engagement.</li> <li>• The confirmation of public participation methods</li> <li>• All I &amp; AP should be given enough time (at least 30 days) to comment to all reports</li> </ul>	EAP
6	<p><b>SUBMISSION OF REPORTS</b></p> <p>A draft that contain all the information that is necessary for the competent authority to consider and come to a decision on the application, to this end without excluding any other legislative requirements the EAP is drawn to the attention of the provisions of Appendix 1 and Appendix 6 of GN R 326. To record comments, issues and concern regarding the listed activities and specialist studies. One hard copy and two digital copies such as CD and flash of the report be submitted.</p>	EAP

Compiled by

Approved by

Nozipho Mthembu



03/12/2019