

APPENDIX F: COPIES OF CORRESPONDENCE SENT TO I&APS

Letter 1: Notice of the Scoping and EIA Process

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9 March 2012

«Title» «First_Name» «Surname»
«Organisation»
«Address1»
«Address2»
«City»
«Code»

Dear «Title» «Surname»

Re: Notice of Scoping and Environmental Impact Assessment, Proposed Residential Development of Portion 62 of Farm 10 Little Chelsea, Colleen Glen, Nelson Mandela Bay Municipality

In terms of the National Environmental Management Act (Act no 107 of 1998), as amended and the NEMA EIA Regulations, 2010 published in Government Notice R 543, 544, 545 and 546 on the 18 June 2010 in Government Gazette 33306, notice is hereby given that a Scoping and Environmental Impact Assessment Process is required for the project described hereunder. In terms of the regulations you have been identified as an interested and/ or affected party (I&AP) for the above project and have been included on the project I&AP database.

The applicant (Mr Billy Enslin) intends to subdivide Portion 62 of Farm 10 Little Chelsea (ca. 42.8 ha in extent) to provide for 10 residential erven of varying sizes; and associated infrastructure (internal road, sanitation, water, electricity and stormwater management). The total size of the developed area will be approximately 20.2 ha, while the remainder of the site (ca. 22.6 ha) will remain undeveloped and zoned as a Agriculture Zone 1.

In terms NEMA EIA regulations, 2010, the project requires Scoping and Environmental Impact Assessment (EIA) because it includes, amongst others, the following listed activity in GN R 545:

15. The physical alteration of undeveloped, vacant or derelict land for residential, retail, commercial, recreational, industrial or institutional use where the total area to be transformed is 20 hectares or more.

Other listed activities triggered by the project are:

GN R544: Listing Notice 1 Activities: 11(x); 18(i) and 23(ii)

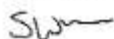
GN R546: Listing Notice 3 Activities: 14.(a) i.

The listed activities required authorisation from the Provincial Department of Economic Development, Environmental Affairs and Tourism (DEDEAT). Public Process Consultants has been appointed by Mr Enslin as the independent Environmental Assessment Practitioner (EAP) to undertake the Scoping and EIA process for this project.

In order to ensure that any issues and or concerns you may have are included in the **Draft Scoping Report**, you are kindly requested to submit any comments you may have to the environmental assessment practitioner indicated above, within 30 days of this notification (by no later than **11 April 2012**). To assist you in the submission of your comments we have enclosed with this correspondence a **Background Information Document and Locality Map** as well as a **Comment Form**. Further project information can be accessed on the website: www.publicprocess.co.za

We look forward to your input and participation in this process. Should you have any queries contact Sandy Wren or Paul-Pierre Steyn using the contact details provided above.

Yours sincerely



SANDY WREN
EIA PROJECT LEADER



Comment form

**SCOPING PROCESS
REGISTRATION AND COMMENT FORM**

**Scoping and Environmental Impact Assessment
Applicant: Mr Billy Enslin**

The applicant (Mr Billy Enslin) intends to subdivide Portion 62 of Farm 10 Little Chelsea (ca. 42.8 ha) to provide for 10 residential erven of varying sizes (1.8 to 2.5 ha); and associated infrastructure (internal road, sanitation, water & electricity). The total size of the developed area will be approximately 20.2 ha.

Primary Listed Activity: GN R 545 Activity No 15.

Return Completed Reply Form to:

Public Process Consultants, PO Box 27688, Greenacres 6057

Phone: 041 – 374 8426 or Fax 041-373 2002 or Email sandy@publicprocess.co.za

Complete all Relevant Sections Below and Return By: 11 April 2012

Please provide your full contact details:

<i>FIRST NAME:</i>	<i>SURNAME:</i>
<i>ORGANISATION:</i>	<i>DESIGNATION:</i>
<i>POSTAL ADDRESS:</i>	
<i>CODE:</i>	
<i>PHONE:</i>	<i>FAX:</i>
<i>CELL:</i>	<i>EMAIL:</i>

Would you like to register as an interested and affected party? (please tick the appropriate box)

NOTE: You are required to register as an I&AP in order to receive further correspondence regarding the EIA process.

YES

NO

Please clearly state any interest you may have in the project and/or list your issues and comments or questions you may have (use additional pages if required)

Registration and comment form for Issues and Concerns

Background Information Document

SCOPING AND ENVIRONMENTAL IMPACT ASSESSMENT

PROPOSED RESIDENTIAL DEVELOPMENT OF PORTION 62 OF FARM 10 LITTLE CHELSEA, COLLEEN GLEN, NELSON MANDELA BAY MUNICIPALITY

APPLICANT: MR BILLY ENSLIN

BACKGROUND INFORMATION DOCUMENT, MARCH 2012



INTRODUCTION

The applicant (Mr Billy Enslin) intends to subdivide Portion 62 of Farm 10 Little Chelsea (ca. 42.8 ha) to provide for 10 residential erven of varying sizes (1.8 to 2.5 ha); and associated infrastructure (internal road, sanitation, water & electricity). The total size of the developed area will be approximately 20.2 ha, while the remainder of the site (ca. 22.6 ha) will remain undeveloped. The residential erven and access road will have to be rezoned to *Residential zone 1* and *Special Zone* respectively; while the undeveloped portion of the erf will remain zoned as *Agricultural Zone 1*.

In terms of the National Environmental Management Act (Act No. 107 of 1998) as amended (“NEMAA”) and the NEMA EIA regulations, 2010 (as amended), the project requires full Scoping and Environmental Impact Assessment (S&EIR) as well as public participation for activities listed therein.

An application for Environmental Authorisation has been submitted to the Provincial Department of Economic Development, Environmental Affairs and Tourism (DEDEAT). The applicant has appointed Public Process Consultants as the independent Environmental Assessment Practitioner to manage the Scoping and EIA process for this project.

WHAT DOES THIS DOCUMENT TELL YOU?

This document provides you, as an interested and or affected party (I&AP) with background information on the proposed project as well as the Environmental Assessment and Public Participation process to be undertaken for the project. It indicates how you can become involved in the project, receive information and raise issues of concern for inclusion in the Scoping and EIA process. The sharing of information forms an important component of the Public Participation process and provides you with the opportunity to become actively involved in the environmental assessment process from the outset. The input received from I&APs together with scientific investigations assists the responsible authority, in this instance the Provincial Department of Economic Development, Environmental Affairs and Tourism (DEDEAT) with their decision-making.

OVERVIEW OF THE PROJECT

The development will consist of the following project components:

- Ten *Residential 1* erven (ranging in size from 1.8 – 2.5ha each)
- Internal road network
- Water, electricity and sanitation infrastructure
- Stormwater management

Residential Erven

The site, measuring approximately 42.8 ha and zoned *Agriculture Zone 1*, is developed to allow for the establishment of 10 residential erven of varying sizes (1.8 to 2.5 ha), with a total developed area

of approximately 20.2 ha. A maximum development footprint of 3 000 m² is proposed per erf. The remainder of the site (ca. 22.6 ha) is proposed to remain undeveloped and zoned as Agriculture Zone 1. The minimum erf size proposed is 1.8 hectares, which is in line with the Municipal SDF and NMBM land-use policy for the area.

Services Infrastructure

The development will tie into existing municipal bulk services (water, electricity) infrastructure located in close proximity to the site. Conservancy tanks on individual erven are proposed to manage sewage effluent. An internal access road and an effective stormwater management system is required.

SCOPING AND ENVIRONMENTAL ASSESSMENT PROCESS

In terms of the National Environmental Management Act, 1998 (Act No. 107 of 1998) as amended (“NEMAA”) and the NEMA EIA regulations, 2010, GN R 543, 544, 545 and 546 published in Government Gazette 33306 on the 2 August 2010 (as amended), the project requires Scoping and Environmental Impact Assessment (EIA) because it includes, amongst others, the following listed activity in GN R 545:

15. *The physical alteration of undeveloped, vacant or derelict land for residential, retail, commercial, recreational, industrial or institutional use where the total area to be transformed is 20 hectares or more.*

Other listed activities triggered by the project are:

GN R544: Listing Notice 1 Activities: *11(xi); and 18(i)*

GN R546: Listing Notice 3 Activities: *14.(a) i*

The decision making authority is the Provincial Department of Economic Development, Environmental Affairs and Tourism, Cacadu Region (DEDEAT). The environmental assessment needs to show the responsible authority (DEDEAT), and the project proponent what the consequences of their choices will be in biophysical, social and economic terms.

Assessment of Alternatives

A key component of the EIA process is the identification and assessment of reasonable and feasible alternatives, including alternatives as raised by I&APs. The following alternatives have been identified and will be considered in the assessment process:

- No-go alternative
- Layout alternatives
- Go Alternative (project proposal)

The Environmental Assessment Process being implemented can be summarised as follows:

Stage 1: Environmental Scoping

This Scoping process is being planned and conducted in a manner intended to provide sufficient information to enable the authorities to reach a decision regarding the scope of issues to be addressed in the EIA phase of the assessment, and in particular to convey the range of specialist studies to be included. Within this context, the objectives of this Scoping process are to:

- Identify and inform a broad range of stakeholders about the proposed development;
- Clarify the scope and nature of the proposed activities and alternatives being considered;
- Facilitate the inclusion of issues raised in the decision-making process;
- Identify and document the key issues to be addressed in the EIA Phase of the assessment.

- Establish the range of specialist studies to be included as part of the EIA Phase of the assessment, as well as the approach to these specialist studies (Plan of Study for EIA).

Stage 2: Environmental Impact Assessment

When the DEDEAT accepts the Final Scoping Report and Plan of Study for EIA, the EIA phase of the assessment may commence. The purpose of this stage of the EIA is to undertake the specialist investigations to address the issues identified through the Scoping Process, which will include the assessment of alternatives, identification of impacts and the determination of the significance of impacts. Specialists will, where appropriate, formulate mitigatory measures to maximise benefits or avoid/minimise potential negative impacts. The following specialist studies have been identified, at this stage, to form part of the EIA phase of the assessment:

- Ecological Specialist Assessment – vegetation, fauna and identification of wetlands
- Heritage Assessment - Archaeological Phase 1 Assessment
- Bulk Services Technical Report (water, electricity, sanitation, internal roads, stormwater management)

PUBLIC PARTICIPATION PROCESS

The following outlines the steps in the public participation process which will be undertaken to run in parallel to stage one and two of the EIA process.

Step 1: Notify Authorities of Environmental Assessment Process

An application for Scoping and EIA has been submitted to the DEDEAT.

Step 2: Notification to I&APs and Identification of Issues (30 days)

Step two entails providing notification to interested and affected parties (I&APs) of the project as well as the identification of any issues they may have for inclusion in the Draft Scoping Report. I&APs are provided with a Background Information Document (BID) on the project, including a locality map and a comment form. An advertisement will be placed in a local newspaper and a site notice board will be erected at the site. I&APs are required to register their interest in the project to receive further project information. I&APs will be provided with a minimum of a **30 day period** within which to raise any issues for inclusion in the Draft Scoping Report.

Step 3: I&AP Review of the Draft Scoping Report (30 days)

Issues raised by I&APs are compiled into an Issues and Responses Trail for inclusion in the Draft Scoping Report which is released for a 30 day comment period. All I&APs will be notified of the comment period in writing and will be provided with an executive summary of the report as well as a comment form. Copies of the report will also be made available on the website www.publicprocess.co.za.

Step 4: Final Scoping Report

The comments received from I&APs during the review process are considered in the compilation of the Final Scoping Report before it is submitted to DEDEAT for their decision making. All I&APs on the project database will be notified, in writing, of the submission of the Final Scoping Report and any additional comment period.

Step 5: Draft EIA Report and Draft Environmental Management Programme Report (30 days)

This stage in the process entails the compilation and release of a Draft EIA Report (including the draft EMPr) for a 30 day I&AP review period. All registered I&APs will be notified of this comment period in

writing and will be provided with an executive summary of the Draft EIA as well as a comment form. Comments received from I&APs will be considered in the finalisation of the EIA prior to the submission to DEDEAT for their decision making.

Step 6: Final EIA Report & Draft EMPr

The Final EIA Report, including the Comments and Responses Trail and Draft EMPr will be compiled for submission to the authority for decision making (DEDEAT). All I&APs on the project database will be notified in writing of the submission of the Final EIA Report and any additional comment period.

Step 7: Notification of Environmental Authorisation and Appeal Period

All I&APs on the project database will be notified in writing regarding the outcome of the decision making process, the appeal period, as well as the manner of appeal.

HOW CAN YOU GET INVOLVED?

1. By registering your interest in the project with the consultant indicated below.
2. By responding to our invitation for your involvement advertised in local newspapers.
3. By mailing or faxing a comment form to the participation consultant indicated below.
4. By telephonically contacting the public participation consultant if you have a query, comment, or require further project information.
5. By reviewing the various reports within the specified comment periods.

WHO SHOULD YOU CONTACT?

Sandy Wren, Public Process Consultants

PO Box 27688, Greenacres, 6057

Phone 041 - 374 8426

Fax 041 - 373 2002

Cell 082 4909 828

Email sandy@publicprocess.co.za

Website for information on this EIA process: www.publicprocess.co.za

