



PER E-MAIL / MAIL

REFERENCE: 16/3/3/6/7/1/D1/17/0195/19
ENQUIRIES: Jessica Christie
DATE OF ISSUE: **31-JUL-2020**

The Managing Director
THE HOME MARKET NPC
7 Upper Dickens Street
PORT ELIZABETH
6001

Attention: Mr Lance Del Monte

Tel: 041 373 1843
Fax: 041 373 1838
E-mail: lance@mplan.co.za

Dear Sir

PUBLIC PARTICIPATION PLAN FOR THE PROPOSED RETIREMENT VILLAGE AND SERVICE INFRASTRUCTURE ON ERF 103, 104 AND A PORTION OF ROTTERDAM STREET, WITTEDRIFT, BITOU MUNICIPAL AREA

1. The abovementioned document dated July 2020 and received by this Directorate via electronic mail on 10 July 2020, as well as this Directorate's correspondence dated 7 July 2020, refers.
2. This letter serves as an acknowledgment of receipt of the abovementioned document.
3. Due to the Nation-Wide COVID-19 Lockdown, officials from the Directorate Development Management (Region 3) have been working remotely during the lockdown period. Notwithstanding the limitations of the current situation, in the interest of service delivery during this period and within the available means, this Directorate has strived to maintain a certain level of service delivery.
4. In terms of the Directions^[1] issued on 5 June 2020, the Competent Authority may be approached for an agreement as provided for in Regulation 41(2)(e) of the Environmental Impact Assessment Regulations, 2014 (as amended) to conduct a public participation process which is reasonable and fair.
5. This Directorate has reviewed the proposed Public Participation Plan. It is understood that a public participation process will be conducted during a Pre-Application Process as well as once the application is submitted.

[1] On 27 March 2020 the National Government of South Africa implemented a Nation-Wide Lockdown to prevent and combat the spread of COVID-19. On 5 June 2020 the Minister of Environment, Forestry and Fisheries issued Directions in terms of Section 27(2) of the Disaster Management Act, Act No. 57 regarding measures to address, prevent and combat the spread of COVID-19 relating to National Environmental Management Permits and Licenses (Government Notice No. 650 of 5 June 2020 refers).

6. Considering the above, this Directorate **agrees** to the proposed actions to conduct a public participation process, subject to the following stipulations:

6.1. Pre-Application Public Participation Process:

All interested and affected parties ("I&APs") including organs of state identified in the Public Participation plan, must be afforded an opportunity to comment on the Pre-application Basic Assessment Report ("Pre-App BAR"). The comment period on the Pre-App BAR must be at least 30-days.

Note: To ensure that every person is able to access the document, it is advised that a reasonable period (i.e. two to three calendar days) be provided from the date of notification before the 30-day commenting period on the Pre-App BAR commences.

6.2. Public Participation Process during the application process:

The public participation process ("PPP") during the application process must meet all the requirements of Regulation 41 of the EIA Regulations, 2014, including compliance with notification requirements set out in subregulation (2)(a), (b) and (c).

The content of the notices must inform the potential and registered interested and affected parties ("I&APs") of the relevant provisions of Government Notice No. 650 of 5 June 2020 and inform the I&AP that she/he must indicate:

- ❖ the preferred method of receiving notifications;
- ❖ the preference for receiving reports and other correspondence (i.e. digitally, downloading, hardcopy per mail etc.); and
- ❖ whether the I&AP is desirous to participate in the process but is unable due any disadvantage (i.e. related to the Nation-Wide Lockdown to prevent and combat the spread of COVID-19) and such a person has any specific needs/restrictions which must be considered.

You are reminded that a period of at least 30-days must be provided to all potential or registered interested and affected parties to submit comment on the Draft Basic Assessment Report ("Draft BAR") and EMPr.

Please note that the Draft BAR may only be circulated once you have submitted the Application Form and complied with all the requirements of Regulation 41.

Therefore, you must—

- (a) Pay the application fee and submit the Application Form. Prior to any Public Participation commencing, the EAP managing your application should allow for the 10-day acknowledgement period so that this Directorate can confirm that the application is in order.
- (b) Comply with Regulation 41 and allow any potential I&APs to also register. This may only be done once the application form has been submitted to the Competent Authority.
- (c) Comply with Regulation 42 - open and maintain (update) the register of I&APs.
- (d) Make the Draft BAR available to all I&APs for a 30-day comment.

To ensure that every I&AP that is notified can reasonably access the document and have a 30-day comment period, the EAP must ensure that a reasonable period (i.e. three calendar days) be provided from the date of notification, before the 30-day commenting period on the Draft BAR commences.

Note: If, significant changes need to be made or significant new information has to be added to the Draft BAR, the applicant/EAP must notify the Department that an additional 50 days would be required for the submission of the BAR. The additional 50 days must include a minimum 30-day commenting period to allow registered I&APs to comment on the revised report/additional information.

General

7. This Department awaits the submission of the application for environmental authorisation and the Draft BAR. Please note that one (1) electronic copy and one (1) hardcopy of each document must be submitted to the Department for consideration.
8. In accordance with the Directions regarding measures to address, prevent and combat the spread of COVID-19 (Government Notice No. 650 of 5 June 2020) during Alert Level 3, all applications, reports and documents, which include all signatures and Annexures which are included as part of the application and subsequent reports, must be submitted via e-mail to the relevant official, with attached PDF versions of letters and reports. If the documents are too large to attach to an e-mail, the competent authority must be notified per e-mail and provided with an electronic link to such documents that is accessible by the relevant authority.
9. Please note that the activity may not commence prior to an environmental authorisation being granted by this Directorate.
10. This Directorate reserves the right to revise or withdraw initial comments or request further information from you based on any information received.

Yours faithfully

pp 

HEAD OF COMPONENT:

ENVIRONMENTAL IMPACT MANAGEMENT SERVICES: REGION 3

DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

Ref: 16/3/3/6/7/1/D1/17/0195/19

Copied to: EAP: Ms. Ameesha Sanker

E-mail: ameesha@sescs.net



GEORGE
TEL: +27 (0) 44 873 4923 **FAX:** +27 (0) 44 874 5953
EMAIL: info@sesc.net **WEBSITE:** www.sesc.net
ADDRESS: 102 Merriman Street, George 6530
PO BOX: 9087, George, 6530

CAPE TOWN
TEL: +27 (0) 21 554 5195 **FAX:** +27 (0) 86 575 2869
EMAIL: betsy@sesc.net **WEBSITE:** www.sesc.net
ADDRESS: Tableview, Cape Town, 7441
PO BOX: 443, Milnerton, 7435

PUBLIC PARTICIPATION PLAN

FOR THE

Proposed Construction of the 7 Oaks Retirement Village on Erf 103, 104 and a Portion of Rotterdam Street, Wittedrift, Bitou Local Municipality, Western Cape.



APPLICANT:	The Home Market NPC.
ENVIRONMENTAL CONSULTANT:	Sharples Environmental Services cc Ameesha Sanker
SES REFERENCE NUMBER:	8/BAR/PLT/H/6/20
DATE:	June 2020

Contents

1. Introduction	3
2. Public Participation Plan	6
3. Identified Interested and Affected Parties.....	9
4. Conclusion.....	14

List of Figures.

Figure 1: Locality of proposed development.....	3
Figure 2: Proposed layout.	5
Figure 3: Identified neighbouring I&APs	9

1. Introduction

Sharples Environmental Services cc (SES) was appointed by The Home Market NPC as the independent Environmental Assessment Practitioner to conduct the Basic Assessment process for the proposed residential development (retirement village on Portion 103, 104 and a section Rotterdam Street, Wittedrift, Bitou Local Municipality.

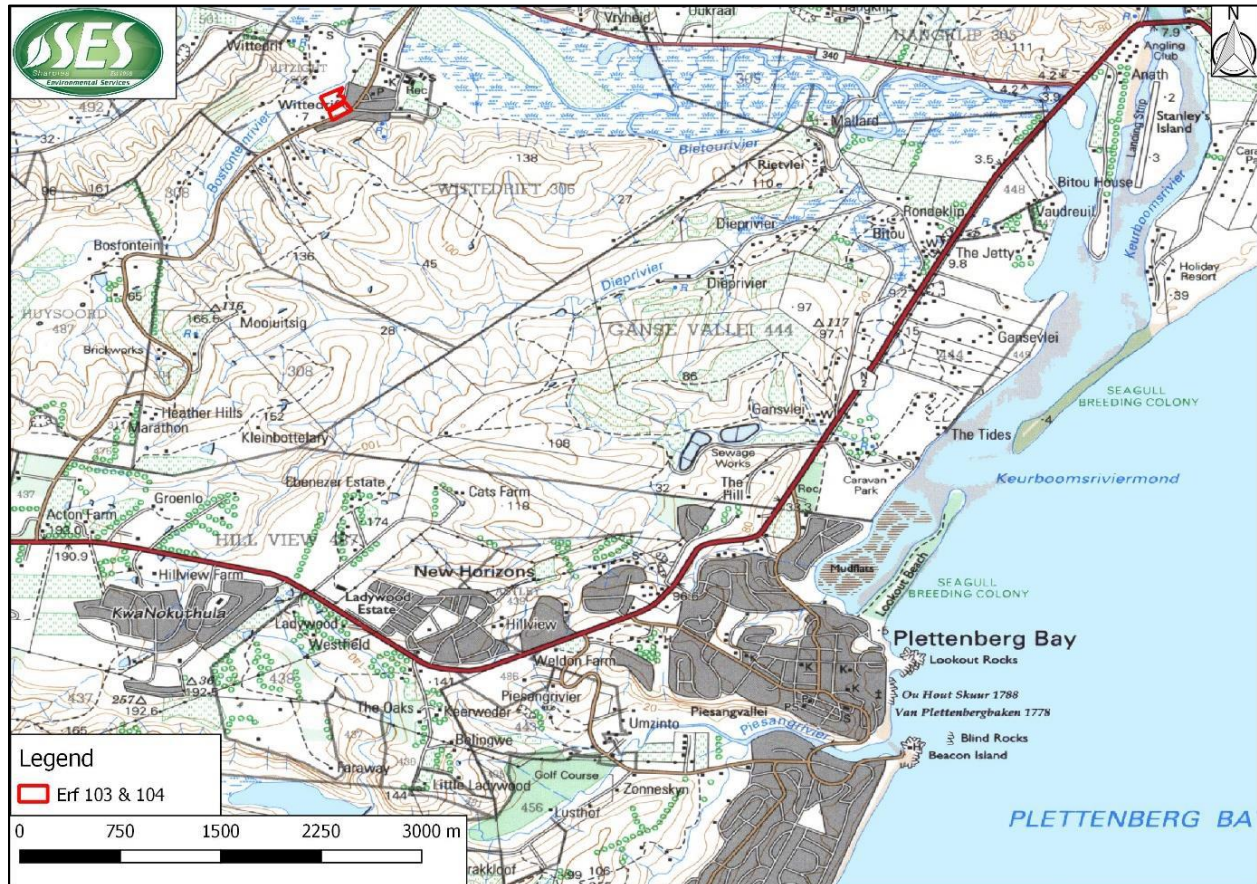


Figure 1: Locality of proposed development.

LOCATION DESCRIPTION

The proposed site will be located on the consolidated Erf 103, 104 and a portion of Rotterdam Street, that separates these two Erfs, centrally located within the settlement of Wittedrift, Bitou Local Municipality, Garden Route District Municipality.

The proposed site is classified as a Greenfield site as the proposed site is has not been developed, it is currently vacant, and has been transformed by anthropogenic activity including illegal dumping, footpaths, etc. Limited indigenous vegetation remains, however, to the North of Erf 103 the Bosfontein River channel has been identified, along with the Bosfontein Wetland habitat.

DESCRIPTION OF PROPOSED ACTIVITY

The proposed development of Erf 103 and 104 with a portion of the Rotterdam Street reserve, requires the two erven and reserve portion to be consolidated into one Erf (this also includes the road reserve to be discarded). The consolidated area will then form the development site. The development of the retirement village will entail the following:

- 53 Retirement Units between 104 m2 and 124 m2 (Sectional title units)
- A community Centre with the following components:
 - Library
 - Kitchen
 - Utility/storeroom
 - Hair salon
 - Gym
 - Nurses Station
 - Office
 - Wheelchair friendly toilet facilities
 - Events Hall
 - Patio and braai
- An assisted living facility with the following components:
 - Six en-suite bedrooms for those requiring assistance
 - Assisted living quarters
 - Office
 - Kitchen
 - Laundry
 - Dining and lounge facility
 - Yard
- Open spaces:
 - The preservation of the seven mature oak trees that are found on the southern border
 - The northern section of the consolidated erf adjacent to the Bosfontein River, this is a buffer area.



2. Public Participation Plan

Activity in accordance with regulation 41(2)(a) to (d) of the EIA Regulations	Requirements	Proposed
<p>(a) fixing a notice board at a place conspicuous to and accessible by the public at the boundary, on the fence or along the corridor of—</p> <p>(i) the site where the activity to which the application or proposed application relates is or is to be undertaken; and</p> <p>(ii) any alternative site;</p>	<p>Proponents/ applicants, EAPs, specialists and professionals, where relevant, must:</p> <ul style="list-style-type: none"> - ensure that all reasonable measures are taken to identify potential I&APs for purposes of conducting public participation on the application; and - ensure that, as far as is reasonably possible, taking into account the specific aspects of the application- 	<p>Notice boards fixed at the following locations:</p> <ul style="list-style-type: none"> • Proposed entrance located at the corner of Protea Street and Rotterdam Street. • Corner of Kammassie Street and Main Road.
<p>(b) giving written notice, in any of the manners provided for in section 47D of the Act, to—</p> <p>(i) the occupiers of the site and, if the proponent or applicant is not the owner or person in control of the site on which the activity is to be undertaken, the owner or person in control of the site where the activity is or is to be undertaken and to any alternative site where the activity is to be undertaken;</p> <p>(ii) owners, persons in control of, and occupiers of land adjacent to the site where the activity is or is to be undertaken and to any alternative site where the activity is to be undertaken;</p> <p>(iii) the municipal councillor of the ward in which the site and alternative site is situated and any organisation of ratepayers that represent the community in the area;</p> <p>(iv) the municipality which has jurisdiction in the area;</p> <p>(v) any organ of state having jurisdiction in respect of any aspect of the activity;</p> <p>and</p> <p>(vi) any other party as required by the competent authority;</p>	<p>(a) information containing all relevant facts in respect of the application or proposed application is made available to potential I&APs; and</p> <p>(b) participation by potential or registered I&APs has been facilitated in such a manner that all potential or registered I&APs are provided with a reasonable opportunity to comment on the application or proposed application.</p> <p>In ensuring the above, applicants and EAPs, in addition to the methods contained in Chapter 6 of the EIA Regulations, or as part of reasonable alternative methods proposed in terms of regulation 41(2)(e) of the EIA Regulations, may make use of the following non-exhaustive list of methods :</p> <p>emails, websites, Zero Data Portals, Cloud Based Services, or similar platforms, direct telephone calls, virtual meetings, newspaper notices, radio advertisements, community representatives, distribution of notices at places that are accessible to potential I&APs.</p>	<p>An extensive I&AP database has been compiled, which identifies affected adjacent landowners, authorities, organs of state and other affected parties.</p> <p>A summary of the means proposed to notify the various I&APs has been included in the section below. These include email notification, direct telephonic calls, Whatsapp Broadcasts, site notices and advertisement.</p>
<p>(c) placing an advertisement in—</p> <p>(i) one local newspaper; or</p>		<p>An advertisement will be placed in the Knysna-Plett Herald.</p>

(ii) any official Gazette that is published specifically for the purpose of providing public notice of applications or other submissions made in terms of these Regulations;		
(d) placing an advertisement in at least one provincial newspaper or national newspaper, if the activity has or may have an impact that extends beyond the boundaries of the metropolitan or district municipality in which it is or will be undertaken: Provided that this paragraph need not be complied with if an advertisement has been placed in an official Gazette referred to in paragraph (c)(ii)		
(e) using reasonable alternative methods, as agreed to by the competent authority, in those instances where a person is desirous of but unable to participate in the process due to— (i) illiteracy; (ii) disability; or (iii) any other disadvantage		<ul style="list-style-type: none"> • I&AP's who do not have access to email will be notified of the process via an sms or Whatsapp medium if appropriate. • Information containing all relevant facts in respect of the application or proposed application will also be circulated in this way if appropriate. • If we are made aware of any I&AP with illiteracy, disability or other disadvantage we will engage with such I&AP to ensure their issues are noted.

AVAILABILITY OF REPORTS FOR REVIEW & COMMENT

All documents / reports with annexures will be uploaded onto the SES website for download, review and comment. The SEScc website is designed to be mobile friendly, allowing those with only mobile internet the availability to view the relevant reports. On request, reports will also be shared via bulk online sharing sites such as WeTransfer.

PUBLIC INFORMATION MEETING

Should the need arise for an information sharing session, a virtual meeting will be set up during which the EAP, Engineer, Client and any required specialist will present on the findings of the Impact Assessments. Participants will be given the opportunity to post questions to the presenters, which will be answered in a Q&A session. Any virtual meetings held will be recorded and made available to all registered I&AP's.



3. Identified Interested and Affected Parties.

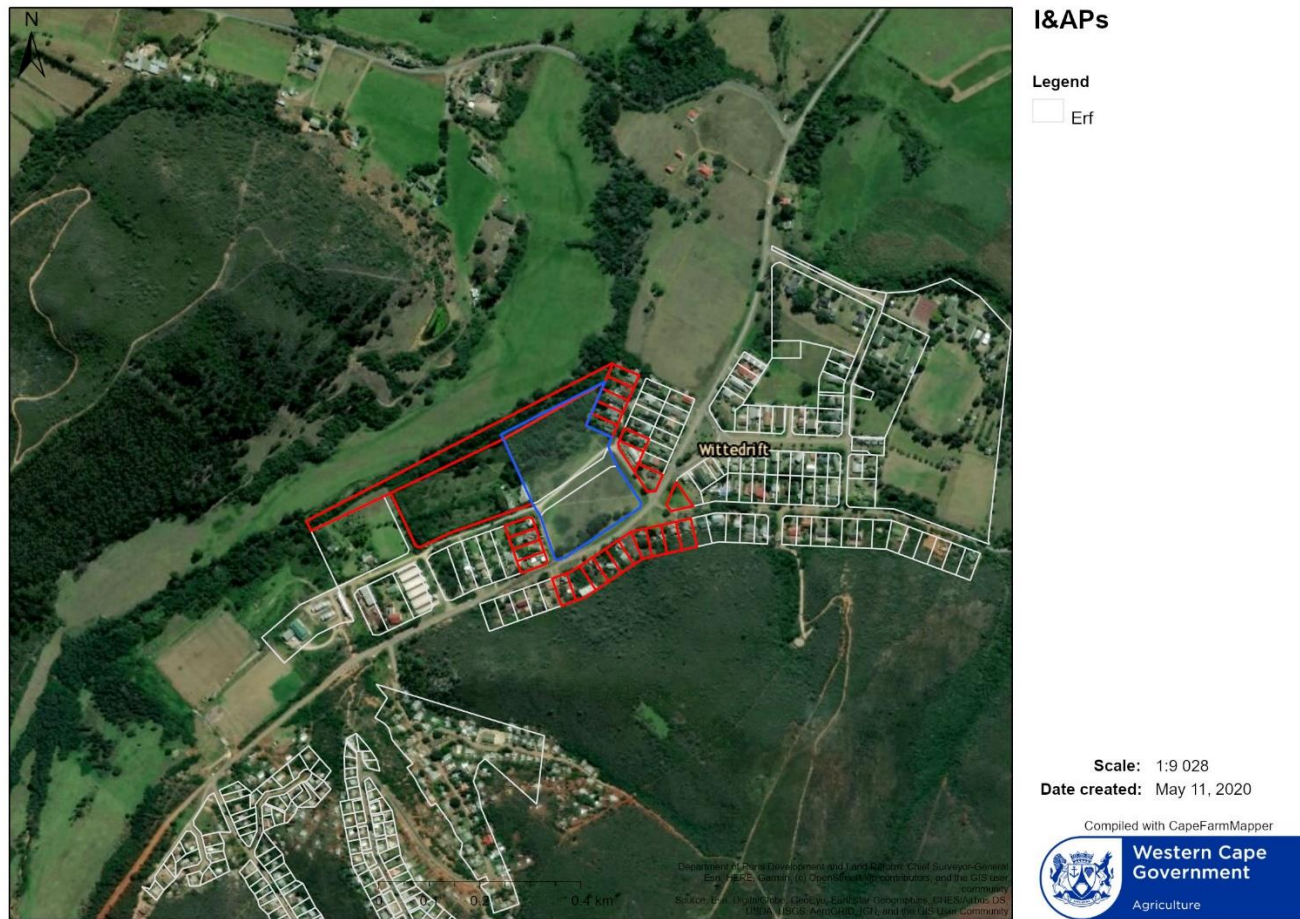


Figure 3: Identified neighbouring I&APs

- Environmental Impact Assessments • Basic Assessments • Environmental Management Planning
• Environmental Control & Monitoring • Water Use License Applications • Aquatic Assessments



AUTHORITIES AND ORGANS OF STATE

The following Authorities and Organs of State will be consulted during Public Participation:

AUTHORITY	CONTACT PERSON	MEANS OF NOTIFICATION
STATE DEPARTMENTS		
Eskom: Land Development	Mr O Peters	• Email notification with link to download documents
Breede-Gouritz Catchment Management Agency	Mr C Abrahams	• Email notification with link to download documents
Western Cape Government: Department of Environmental Affairs and Development Planning - Development Management (Region 3)	Mr G Benjamin / Ms J Christie	• Email notification with link to download documents
Western Cape Government: Department of Transport and Public Works	Mr J Prodehl	• Email notification with link to download documents
	Ms GD Swanepoel	• Email notification with link to download documents
	Mr S Carstens	• Email notification with link to download documents
Western Cape Government: Department of Agriculture	Mr C van der Walt	• Email notification with link to download documents
Heritage Western Cape	Mr A September	• Email notification with link to download documents
ORGANS OF STATE		
CapeNature	Mr C Fordham	• Email notification with link to download documents
	Megan Simons	• Email notification with link to download documents
Garden Route District Municipality: Community Services	Ms N Viljoen	• Email notification with link to download documents
Garden Route District Municipality: Roads	Mr J Daniels	• Email notification with link to download documents
Bitou Municipality: Municipal Manager	Thabo Ndlovu	• Email notification with link to download documents

Bitou Municipality: Community Services	Mr T Sompani	<ul style="list-style-type: none"> Email notification with link to download documents
Ward Councillor - Ward 7	Ms A Olivier	<ul style="list-style-type: none"> Email notification with link to download documents

ADJACENT LANDOWNERS / OCCUPIERS AND INTERESTED AND AFFECTED PARTIES

The following Interested & Affected Parties will be notified during Public Participation:

	CONTACT PERSON	MEANS OF NOTIFICATION
INTERESTED AND AFFECTED PARTIES		
Registered I&APs		
Wildlife and Environment Society of South Africa	Mr Steve Pettoiffe	<ul style="list-style-type: none"> Email notification with link to download documents
Plettenberg Bay Environmental Forum	Rudi Martin	<ul style="list-style-type: none"> Email notification with link to download documents
Adjacent landowners / Occupiers		
Neighbouring landowners	Erf:97 SG Code:C03900110000009700000 SG Region: KNYSNA	<ul style="list-style-type: none"> Physical Letter drop of Background Information Document and information on how to register. All Covid-19 precautions will be undertaken during the letter drop, including sanitation of hands, wearing of masks and social distancing.
Neighbouring landowner	Erf:98 SG Code:C03900110000009800000 SG Region: KNYSNA	
Neighbouring landowner	Erf:99 SG Code:C03900110000009900000 SG Region: KNYSNA	
Neighbouring landowner	Erf:100 SG Code:C03900110000010000000 SG Region: KNYSNA	
Neighbouring landowner	Erf:101 SG Code:C03900110000010100000 SG Region: KNYSNA	
Neighbouring landowner	Erf:92 SG Code:C03900110000009200000 SG Region: KNYSNA	

Neighbouring landowner	Erf:91 SG Code:C03900110000009100000 SG Region: KNYSNA	
Neighbouring landowner	Erf: 90 SG Code:C03900110000009000000 SG Region: KNYSNA	
Neighbouring landowner	Erf:39 SG Code: C03900110000003900000 SG Region: KNYSNA	
Neighbouring landowner	Erf:40 SG Code:C03900110000004000000 SG Region: KNYSNA	
Neighbouring landowner	Erf:69 SG Code:C03900110000006900000 SG Region: KNYSNA	
Neighbouring landowner	Erf: 70 SG Code:C03900110000007000000 SG Region: KNYSNA	
Neighbouring landowner	Erf:71 SG Code:C03900110000007100000 SG Region: KNYSNA	
Neighbouring landowner	Erf:72 SG Code:C03900110000007200000 SG Region: KNYSNA	
Neighbouring landowner	Erf:73 SG Code:C03900110000007300000 SG Region: KNYSNA	
Neighbouring landowner	Erf: 74 SG Code:C03900110000007400000 SG Region: KNYSNA	
Neighbouring landowner	Erf:75 SG Code:C03900110000007500000 SG Region: KNYSNA	

Neighbouring landowner	Erf: 76 SG Code:C03900110000007600000 SG Region: KNYSNA	
Neighbouring landowner	Erf: 77 SG Code:C03900110000007700000 SG Region: KNYSNA	
Neighbouring landowner	Erf:78 SG Code:C03900110000007800000 SG Region: KNYSNA	
Neighbouring landowner	Erf:108 SG Code:C03900110000010800000 SG Region: KNYSNA	
Neighbouring landowner	Erf: 107 SG Code:C03900110000010700000 SG Region: KNYSNA	
Neighbouring landowner	Erf:106 SG Code:C03900110000010600000 SG Region: KNYSNA	
Neighbouring landowner	Erf:105 SG Code:C03900110000010500000 SG Region: KNYSNA	
Neighbouring landowner	Erf:124 SG Code:C03900110000012400000 SG Region: KNYSNA	
Neighbouring landowner	Erf: RE/245 SG Code: C0390011000002450000 SG Region: KNYSNA	
Neighbouring landowner	ID: RE/245 SG Code:C03900110000024500000 SG Region: KNYSNA	

4. Conclusion

SES confirms that all reasonable measures will be taken to identify potential I&APs for purposes of conducting the public participation on this application.

As far as is reasonably possible all information containing relevant facts in respect of this application will be made available to potential I&APs and participation by potential or registered I&APs will be facilitated in such a manner that all potential or registered I&APs will be provided with a reasonable opportunity to comment.

This public participation plan, once agreed with the competent authority, will be adhered to and any deviations, where relevant, will be identified and discussed with the authority.