

**MINUTES OF 05 OCTOBER 2024 TOWN PLANNING AND ENVIRONMENTAL IMPACT  
ASSESSMENT PUBLIC MEETING**

**LAYOUT APPROVAL AND TOWNSHIP ESTABLISHMENT ON CONSOLIDATED ERF X,  
OTJOMUISE EXTENSION 1, OTJOMUISE, WINDHOEK, KHOMAS REGION**

**Date:** 10 October 2024

**Time:** 10:00 – 12:00

**Venue:** On Site – Erf RE/1003, Otjomuise (the large open area in Beijing Street, Otjomuise, Windhoek)

**Purpose of the meeting:**

1. To provide an opportunity to the general public as well as to interested and affected parties to provide inputs, raise questions or concerns on the proposed development.
2. To present the draft layout prepared for the proposed township to the general public
3. To inform the Community about the proposed development
4. To explain the Environmental Assessment Process to the public
5. To provide information on the proposed developments
6. To identify potential issues and concerns from the public

**Meeting Proceedings:**

Mr K. Neshila of Kamau Town Planning and Development Specialists opened the meeting by welcoming all attendees, and giving a brief on the proposed township establishment, which has been commissioned by the proponent (National Housing Enterprise - NHE).

Ms V. Hatutale then took over, by handing out printed copies of the presentation, and she began by going through the town planning aspect of the project, presenting the layout, and outlining the public participation procedure of the town planning aspect of the project. She then proceeded to the environmental portion of the presentation, whereby she outlined the EIA process, the reasons for the assessment, the public participation procedure as per the regulations of the Environmental Management Act, the potential impacts, and the way forward.

She then wrapped up the presentation by opening the floor for questions and inputs to be raised.

### **Questions / Inputs raised:**

The questions and inputs raised during the meeting are reflected below.

ID	Question / Input	Answer
1	Will the people living across the stream be moved away from the land?	There won't be any relocation of people from any land. The layout has not planned over the encroached area.
2	Who is the owner of the development?	The National Housing Enterprise.
3	Is there a provisions for other land uses or is it only residential?	The layout includes various land uses, including Business, General Residential, Public Open Space and Institutional.
4	Will it be plots for sale, or fully constructed houses?	Fully constructed houses, of varying types, to suit various affordability levels.
5	How can the general public apply for the houses?	All housing application information can be found and NHE headquarters in General Murtala Muhammed Avenue, in Eros, Windhoek.

### **Meeting Closure:**

After the question and input session ended, the public was invited to register as Interested and Affected parties, and to make use of the available comment forms which were available or then directly provide inputs to Kamau Town Planning and Development Specialists on or before 22 October 2024.



Minutes prepared by V Hatutale

## ATTENDANCE REGISTER

HOSTED BY KAMAU TPDS AND NHE

PUBLIC MEETING ON THE APPLICATION FOR THE NHE OTJOMUISE TOWNSHIP  
ESTABLISHMENT

VENUE: ON-SITE – ERF RE/1003, OTJOMUISE

05 (The large open area in Beijing Street, Otjomuise Windhoek)

04 October 2024

NAME&SURNAME	CONTACT DETAILS	SIGNATURE
Victoria Hatutale	0858004613	
Keuuvavali Neshila		
Werner Ashikelo		
Thandiwe Mbangula	0814641707	
Soini Nangula	0812700633	
Asser Mukwe		
Aune Shikongo	0813199364	
Hope Mulonda	0816532389	
Redemptus Humba	0818756758	
Tala Utoni	0814522317	
*Elfriede Blocksteen	0818804459	
Bernoda Kahono	0818273812	
Lydia Pietersen	0814009632	
Sofia Matroos	0817537560	
Soini Nangula		
Annetjie C. Kamali	0817414439	
Princess Verquisha V. Boek	0814984530	
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Haukku JOHAN	0815811112	
Salim Shanyengam	0812578864	



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## TOWN PLANNING AND ENVIRONMENTAL IMPACT ASSESSMENT PUBLIC ENGAGEMENT



### OTJOMUISE TOWNSHIP ESTABLISHMENT

**Date:** 05 October 2024

**Time:** 11H00

**Venue:** On Site – Erven RE/1003 and  
RE/1301, Otjomuise, Windhoek



# PURPOSE OF THE MEETING

## **Town Planning**

- To inform the Community about the proposed development
- To present the proposed layout to the community for inputs

## **Environmental Impact Assessment**

- To explain the Environmental Assessment Process
- To provide information on the proposed developments
- To identify potential issues and concerns from the public

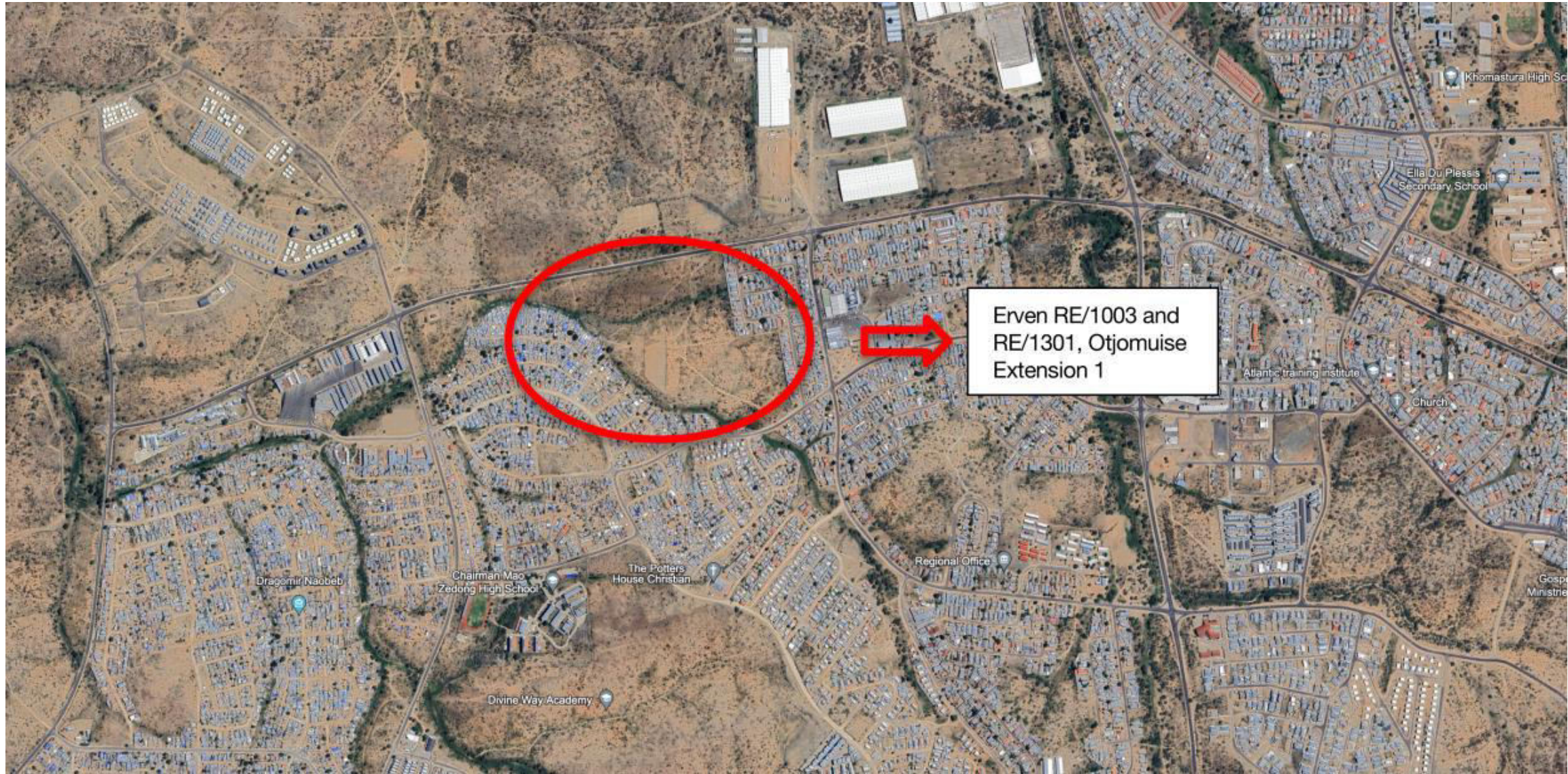
*Environmental - Social – Economic*

- To provide and opportunity for community input

# TOWN PLANNING



# LOCALITY





**NO REMOVAL OF PEOPLE!**

# ENCROACHMENT



# ENCROACHMENT TEMPORARY SOLUTION

- There are currently residential structures on the site.
- The NHE will accommodate the residents on the encroached portions, however this will be done in future, as the NHE urgently desires to work towards fulfilling its national mandate for initiating and financing low-cost housing.
- The structures will be reserved on separate land portions on which the residents of the encroached areas can continue to be accommodated, while the township establishment continues on the Remainder .
- The residents of the encroached area will then be provided with formalisation solutions at a later stage.
- These formalisation solutions will include participatory planning processes and a household socio economic survey.

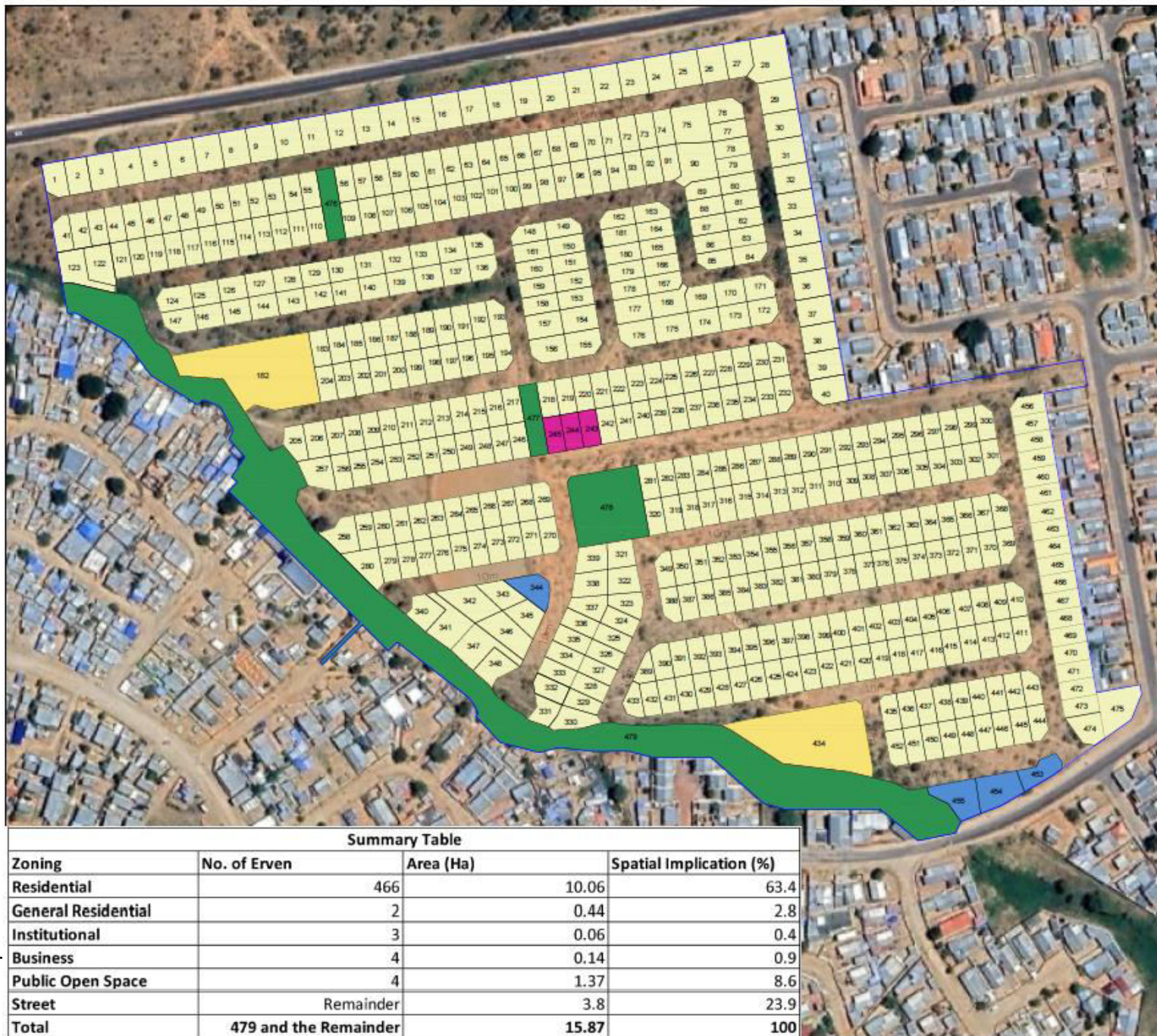


# TOWNSHIP ESTABLISHMENT LAYOUT

**The main informants for the layout plans of the Otjomuise Township Establishment:**

- The river tributary on the western boundary of the site
- The need for the provision of affordable housing for the low-income bracket
- The gentle topography in the area
- The Moses Garoeb road running adjacent north of the site (from which access to the site cannot be obtained)

# OTJOMUISE LAYOUT



LAYOUT APPROVAL AND TOWNSHIP ESTABLISHMENT ON THE REMAINDER OF CONSOLIDATED ERF X, OTJOMUISE EXTENSION 1 COMPRISING OF 479 ERVEN AND THE REMAINDER

## ZONING LEGEND

- RE/Consolidated Erf X
- Residential
- Public Open Space
- Municipal
- Business
- General Residential
- Street
- Institutional
- Undetermined
- 5m contours

Map Note:  
All panhandles are 4m and wider



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SCALE: 1/2000



DATE : MAY 2024

Summary Table

Zoning	No. of Erven	Area (Ha)	Spatial Implication (%)
Residential	466	10.06	63.4
General Residential	2	0.44	2.8
Institutional	3	0.06	0.4
Business	4	0.14	0.9
Public Open Space	4	1.37	8.6
Street	Remainder	3.8	23.9
<b>Total</b>	<b>479 and the Remainder</b>	<b>15.87</b>	<b>100</b>



# THE WAY FORWARD

- Community invited to provide additional inputs in writing to City of Windhoek and/or Kamau TPDS by 22 October 2024.
- Kamau TPDS to prepare Public Participation for Council approval
- Kamau TPDS to obtain approval from the Urban & Regional Planning Board
- Land survey and General Plan approval by appointed land surveyor
- Registration of Otjomuise Township Establishment by a lawyer
- Promulgation of Otjomuise Township Establishment in the Government Gazette

# **ENVIRONMENTAL IMPACT ASSESSMENT**



# REASONS FOR ENVIRONMENTAL ASSESSMENT

- To identify potential environmental impacts (social, economic and biophysical) and to determine their likely significance
- To recommend mitigation measures to minimise negative impacts and to enhance positive impacts
- To allow for public involvement
- To inform the proponents decision-making
- To inform the Environmental Authority's decision-making
- (Ministry of Environment, Forestry and Tourism: Department of Environmental Affairs, MEFT:DEA)

# LEGAL REQUIREMENTS

Environmental Management Act No 7 of 2007 and Environmental Impact Assessment Regulations (Government Notice No 30 of 2012)

The following project activities trigger the need for an EIA in Namibia:

## Activity 10.1 (a) (Infrastructure)

The construction of – Oil, water, gas and petrochemical and other bulk supply pipelines.  
The proposed project includes the installation and connection of bulk services with the existing town network.

## Activity 10.1 (b) (Infrastructure)

The construction of – Public roads.  
The proposed project includes the construction of roads.

## Activity 10.2 (b) (Infrastructure)

The route determination of roads and design of associated physical infrastructure where –it is a public road;  
The proposed project includes the route determination of roads.

# ENVIRONMENTAL ASSESSMENT PROCESS

## Application

- Review of project against EMA listed activities to determine the need for an EIA process
- Compile and submit an ECC Application to the MEFT:DEA

## Scoping

- Identify and consult with Interested and Affected Parties (IA&Ps)
- Identify potential environmental and social impacts
- Determine Terms of Reference for further study during EIA/EMP (if required)
- Compile Draft Scoping Report and Draft EMP, and circulate to IA&Ps for review and comment
- Finalise Scoping Report and Draft EMP with I&AP review outcomes

## Impact Assessment

- Conduct further specialist studies if required
- Detailed assessment of environmental and social impacts
- Compile Draft EIA and EMP, and circulate to IA&Ps for review and comment
- Finalise EIA and EMP with IA&P review outcomes and submit to MEFT:DEA for decision making
- Notify IAPs of MEFT:DEA decision



# POTENTIAL IMPACTS TO BE CONSIDERED DURING THE ASSESSMENT

## Planning and Design Phase

- Vegetation removal
- Disturbance during site establishment
- Stormwater management - Flooding

## Construction Phase

- Increased traffic
- Waste generation
- Ground and surface water impacts
- Temporary employment creation

## Operational Phase

- Increased traffic
- Visual impact
- Increased demand on municipal services
- Increased waste generation

# PUBLIC PARTICIPATION PROCESS

- Advertised in two newspapers (The New Era and Confidente)
- Public meeting in Windhoek, Otjomuise
- Notices displayed on the proposed site
- Provide written notice and Background Information Document (BID) to pre-identified potential I&APs

# WAY FORWARD

## ASSESSMENT PHASE

- Provide comments on Public Meeting and BID
- 1st Comment phase from: 27 September until 22 October 2024
- 2nd Comment phase: Draft Environmental Assessment Report to be made available for public comments for two weeks.
- Final Report to include phase 2 comments and submitted to MEFT:DEA for approval via the competent line Ministry.





# QUESTIONS? COMMENTS? CONCERNS?

FOR MORE INFORMATION AND QUERIES, KINDLY CONTACT:

## Applicant



KAMAU  
town planning &  
development specialist

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## Proponent



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