



## environmental affairs

Department:  
Environmental Affairs  
REPUBLIC OF SOUTH AFRICA

**Application to the Department of Environmental Affairs in terms of Regulation 7 of the Regulations published in terms of section 44 of the National Environmental Management Act, 107 of 1998: Control of Use of Vehicles in the Coastal Zone: (Government Notice No. 1399 of 21 December 2001) as amended (“the Regulations”)**

### APPLICATION FOR A BOAT LAUNCHING SITE LICENCE

<b>CHECKLIST: APPLICANT HAVE YOU – (place a tick in the appropriate box)</b>		
<b>1. Read the IMPORTANT instructions below?</b>	YES	NO
<b>2. Paid the stipulated non-refundable application fee of R5000?</b>	YES	NO
<b>3. Completed this application form in full and adhered to all the requirements?</b>	YES	NO
<b>4. Provided all the documents and information specifically required under paragraph 4 of the Instructions?</b>	YES	NO
<b>5. Signed the application form and had your signature commissioned before a Commissioner of Oaths?</b>	YES	NO

**INSTRUCTIONS: You must read these.**

1. Any person applying for a licence for the purpose of operating a boat launching site under regulation 7 must complete this application form. This application form must be completed in full. This application form requires the minimum information for the consideration of an application. Should an applicant believe it necessary, further information may be attached to this application as clearly marked annexures. **Only the original completed, signed and dated application form will be accepted; a faxed or e-mailed version thereof will not be accepted.**
2. The submission of this application form must be accompanied by the stipulated application fee which is R5000 (Five thousand Rand) per boat launching site per maximum period of 60 months (5 years). In order to facilitate payment, you are advised to contact the Department telephonically, to obtain a reference number before depositing the stipulated application fee.  
Step 1: Contact Tembeka Selani on 021 – 819 2498  
Step 2: Deposit the application fee into the following account  
Bank: First National Bank  
Account name: Marine Living Resources Fund  
Account number: 62123256382  
Branch name: Corporate Account Services  
Branch code: 204-109  
Step 3: Include the reference number on the bank deposit slip.  
Step 4: Attach proof of payment (e.g. copy of bank deposit slip or other receipt) to the application form.
3. Any information required as annexures or attachments to this application **MUST** be provided. Failure to do so may result in the application being refused. In considering an application for exemption, the Department is under no obligation to seek out or request further information so as to consider an application.
4. The following proof and/or documentation must be provided. Failure to provide this information could result in the application being rejected.
  - 4.1 Proof indicating that the person applying on behalf of the authority responsible for managing and controlling access to the launch site is duly authorised to make such an application, if the applicant is not such responsible authority.
  - 4.2 A detailed Locality Map or copy thereof (1:50 000) which clearly shows the boat-launching site in relation to the surrounding area with the intended location of the boat launching site clearly indicated.
  - 4.3 A detailed Site Plan of the proposed boat launching site clearly indicating existing infrastructure and layout, boundaries, vehicle access points (from roads or parking areas), parking areas, vehicle routes, etc.;
  - 4.4 A copy of the Lease Agreement granted for the boat launching site under the Sea Shore Act (No. 21 of 1935) if existing.
  - 4.5 Photographs of the boat launching site and its surroundings (if available, please also provide a recent aerial photograph).

- 4.6 An environmental assessment undertaken in accordance with section 24(5) of the National Environmental Management Act (see Part C below); and
  - 4.7 An Environmental Management Plan (see Part C below);
  - 4.8 If the boat launching site's infrastructure was approved by the relevant provincial environmental authority in terms of the Environment Conservation Act (Act No. 73 of 1989) and the amended EIA Regulations (Government Notice No. 670 of 10 May 2002), please provide a copy of the Record of Decision.
5. This application must be completed and signed by the applicant. The applicant's signature must be commissioned by a Commissioner of Oaths. If the application is completed by a third party (such as a consultant or legal representative), then this third party's details must also be provided as required in this application. A failure to adhere to this requirement could result in the application being refused.
6. This application must be addressed to the Department of Environmental Affairs, and handed in at the Department of Environmental Affairs: Branch Oceans and Coasts: 2<sup>nd</sup> Floor, East Pier Building, East Pier Road, V & A Waterfront, Cape Town, 8000. Alternatively, applications may be posted to the Deputy Director: Coastal Conservation Strategies, P O Box 52126, V & A Waterfront, Cape Town, 8002.

<b>PART A: PARTICULARS OF APPLICANT / OPERATOR</b>
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Name of Applicant.....  
 Telephone number.....  
 Organisation / Club affiliated to (if any).....  
 Address.(postal)..... Cellphone number.....  
 ..... Fax number.....  
 ..... E-mail address.....  
 Address.(physical).....  
 .....  
 .....

Name of contact person.....  
 Telephone number.....  
 Address..... Cellphone number.....  
 ..... Fax number.....  
 ..... E-mail address.....

Provide details of the organisation/club, if such organisation/club is the applicant for the licence to operate the boat launching site.  
 .....  
 .....  
 .....

Name of boat launching site  
 .....  
 .....  
 .....  
 .....

Location of boat launching site

Province.....Magisterial District.....

Extent of site .....

Erf name and number (if any) .....

1 : 50 000 map name.....

Closest City/Town .....

Surrounding land use.....

Co-ordinates of boat launching site

from

Latitude	.....°	.....'	....."	South
Longitude	.....°	.....'	....."	East

to

Latitude	.....°	.....'	....."	South
Longitude	.....°	.....'	....."	East

Co-ordinates of point of entry to coastal zone:

Latitude	.....°	.....'	....."	South
Longitude	.....°	.....'	....."	East

Distance between access point and boat launching point .....

Description of above access point / entry into the coastal zone

.....

.....

.....

.....

Name of nearest boat launching sites .....

.....

.....

Co-ordinates of nearest other boat-launching sites

Latitude	.....°	.....'	....."	South
Longitude	.....°	.....'	....."	East

Latitude	.....°	.....'	....."	South
Longitude	.....°	.....'	....."	East

<b>PART B: DESCRIPTION OF BOAT LAUNCHING SITE</b>
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1. Is this an existing boat-launching site, an upgrade, or a proposed boat launching site?

2. Is this a historical/traditional boat launching site? Please provide details.

3. Provide a description of the current use of the site, and a profile of current users.
4. Provide details of opportunities for multiple use of the site.
5. What does the boat launching site comprise?

Buildings and storage facilities	Yes	No
Provide brief description		
Municipal services (e.g. water and power supply?)	Yes	No
Provide brief description		
Infrastructure (e.g. access road, parking facilities?)	Yes	No
Provide brief description		
What type of structures are/will be situated below the high water mark?		
Provide brief description		
Maximum number of parking bays for vehicles, trailers and boats respectively?		
Vehicles:	Trailers:	Boats:
Is there an existing access road?	Yes	No
Provide brief description (e.g. angle of slope of access road and type of road surface, etc.)		

If there is no existing access road, attach plans and route of proposed access road			
Provide brief description (e.g. proposed road surface, width, drainage, erosion preventative measures, angle of slope etc.)			
Which access to and exit from the coastal zone will be used (if any) and what route(s) will be followed once within the coastal zone? Please provide site plan with detail of route (see 4.3 under Instructions).			
Does any vehicle route within the coastal zone (if any) pass through any National Park, Marine Reserve, Nature Reserve, National or World Heritage Site, Conservancy, Special Area, Sensitive Coastal Area or Admiralty Reserve?		Yes	No
Provide brief description			
Are public facilities available?		Yes	No
Provide brief description			

## 6. Management of the site

Are buildings and structures maintained on a regular basis?		Yes	No
Provide brief description			
Are facilities/amenities maintained on a regular basis?		Yes	No
Provide brief description			
Has the carrying capacity of the boat-launching site been determined?		Yes	No
If not, are there any traffic volume statistics available?		Yes	No

If not, what measures will be implemented to obtain such statistics?
Provide brief description

**PART C: COMPLIANCE WITH SECTION 24(5) OF NEMA**

Unless you are suitably qualified and competent to complete the following you must appoint an independent consultant to undertake the investigation and other procedures necessary.

1 Applicants must carry out an environmental impact assessment (EIA) in order to comply with the requirements of section 24(5) of the National Environmental Management Act relating to the investigation, assessment and communication of the potential impact of the activities associated with boat launching at the site. These requirements are set out in Annexure 1 which is attached to this application form.

2 In complying with the requirements of the Act, applicants must demonstrate that:

- 2.1 environmental factors been taken into account in the planning, site-layout and access route to the launch site; and
- 2.2 impacts associated with erosion have been taken into account in respect of the boat launching site location and vehicle access route(s) alignment.

3 If 2.1 and 2.2 above have not been complied with in respect of existing boat launching sites, then applicants must nevertheless demonstrate that:

- 3.1 maintaining the existing boat launching site(s) will result in less significant environmental impact than establishing alternative boat launching site(s); and
- 3.2 appropriate measures, as necessary, will be adopted to ensure that continued use of the site will not result in significant negative environmental impacts.

4 Applicants must submit an environmental management plan (EMP) for the proposed boat launching site. This EMP must provide details in respect of:

- measures adopted to minimise impacts associated with vehicle use in the boat launching site;
- measures taken to control vehicle access to the boat launching site;
- how vehicle use will be regulated in the boat launching site, including safety measures applicable to other users of the coastal zone;
- measures taken to ensure compliance by vehicle users with general fishing permit conditions and the provisions of the MRLA; and
- initiatives to be undertaken to ensure compliance and proper and reliable monitoring of impacts on the environment;
- measures taken to ensure the removal of waste/refuse from the site; and
- emergency procedures In the event of a spillage of oil or petrol.

- 5 The EMP must be informed by the EIA for the site. Read with the EIA, the EMP must demonstrate that the intended vehicle use in the boat launching site will not cause significant harm to the coastal zone.

<b>PART D: OTHER LEGAL REQUIREMENTS</b>
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Please note that compliance with the requirements of section 24(4) of the National Environmental Management Act and the issuing of a boat launching site licence does not absolve the applicant or users of the site from complying with the requirements of other legislation concerning the establishment and operation of a boat launching site. Such legislation includes the Sea Shore Act (No. 21 of 1935), the Marine Living Resources Act (No. 18 of 1998), the Lake Areas Development Act (No. 39 of 1975) and any regulations concerning safety and navigation requirements applying to boat use.



**Declaration By Applicant**

I hereby confirm that I am fully aware of my responsibilities in terms of Government Notice No. R1399 of 21 December 2001, as amended, and that any failure to comply with it may constitute an offence in terms of the Regulations.

**These Regulations are available from the Department of Environmental Affairs: Branch Oceans and Coasts (tel: 021 – 819 2498), or may be downloaded from the website [www.environment.gov.za](http://www.environment.gov.za)**

I, the undersigned, do hereby make oath / affirmation, and declare that the information submitted with and in this application is true, correct, and complete, and that the copies of the documents submitted are true and certified copies of the original documents. I understand that if any information furnished in this application is not true or complete, including providing false documentation, the falsification of any document, the making of any misleading or false statements, or the non-disclosure of material information or information which may materially affect the evaluation of this application, this may disqualify the application or lead to it being refused.

Signature of the applicant

.....

Full Name

.....  
.....  
.....

**THUS SIGNED IN MY PRESENCE**

Commissioner of Oaths.....

Full Name.....

Designation.....

Office.....

Address.....

.....

Signed at (place).....on the .....day of.....in the year.....

If this application has been prepared or completed by, or on the advice of, any person other than the applicant or an employee of the applicant, then this third party must complete the following as well:

Signature of the third party

.....

Full Name.....

Signed at (place).....on the .....day of.....in the year.....

**NOTE**

**Your application must either be posted or hand delivered. The application should be addressed to the Department of Environmental Affairs**

**PLEASE DO NOT BIND OR STAPLE THIS FORM TO ANY OTHER DOCUMENTS**