

CURRICULUM VITAE OF EAP

Personal Details

Surname and Name : Melissa Kroon
Date of Birth : 22 January 1993
Nationality : South African (Namibian Domicile)
Profession : Town and Regional Planner

Membership in Professional Societies

Registered with the South African Council for Planners.
Member of the Namibia Institute of Town and Regional Planners.

Key Qualifications

Currently employed at Stewart Planning – Town & Regional Planning since 2021. A private practice in Walvis Bay specialising in town and regional planning and relevant environmental work and projects for the private industry.

Nine years of working experience on various town planning and urban development projects, including scoping reports and environmental impact assessments. Good knowledge and understanding of relevant legislation such as the Urban and Regional Planning Act and Regulations, and the Environmental Management Act and Regulations.

Responsibilities

Responsibilities include site inspections, advertising and notifying the public of applications, hosting meetings, liaising with the local and competent authorities, compiling town planning applications, scoping reports and environmental impact assessments. Environmental experience is limited to urban development, development control, and town planning related projects which affect the socio-economic aspects of communities.

Assessments are performed in an objective and transparent manner, and in accordance with the rules of conduct of the Town and Regional Planners Act. The needs of the community, environment and proponent are taken into account and in some cases, the findings of a report have resulted in recommendations that are not favourable to the proponent.

Tertiary Education

North-West University, Potchefstroom, South Africa
B.Art et Sc (Hons) Town and Regional Planning, 2016.

Employment Record

2016 – 2020	Town & Regional Planner at CK Rumboll & Partners, Malmesbury, South Africa
2021 – Date	Town & Regional Planner at Stewart Planning Town & Regional Planners, Walvis Bay, Namibia

Certification

I, the undersigned, certify that to the best of my knowledge and belief that the information provided in this curriculum vitae describes myself, my qualifications and my experience correctly.


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Signature of appointed EAP

Date: 15 July 2025