



# MINUTES

## Of Land Development Control Authority Meeting

Date : Wednesday 2 August 2017  
Time : 9am  
Venue : The Education Learning Centre, Jamestown

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<b>Present</b>	Mrs Ethel Yon	Chairperson (CP)
	Mr Paul Hickling	Member
	Mr Raymond Williams	Member
	Mr Ralph Peters	Member
	Mr Karl Thrower	Member
	Mr Gavin George	Member
	Mrs Riana de Wet	Chief Planning Officer (CPO)
	Mr Shane Williams	Trainee Planning Officer (TPO)
	Mrs Karen Isaac	Secretary (S)

### A. Attendance and Welcome

The Chairperson welcomed all present as well as Member Mr Gavin George who recently returned to the island and thanked members for attending.

There was one Member of the Public present and the Applicants in respect of Applications 2017/53 and 2017/56.

### B. Declarations of Interest

- 1) Chairperson, Mrs Ethel Yon made it known that she has an Interest in Application 2017/53 as the proposed development area is located adjacent to her properties. Mrs Yon did not object to the Application and Members therefore agreed that she remain at the table.
- 2) Member, Mr Paul Hickling declared his interest in respect of Application 2017/56 as he is a Director of the Bank of Saint Helena. Because Mr Hickling did not have an input into the Application, Members were content for him to remain at the table. Both members did not take part in any vote.

**C. Confirmation of Minutes**

The 12<sup>th</sup> of July 2017 LDCA Minutes were circulated, confirmed and signed during the 2<sup>nd</sup> of August 2017 LDCA Meeting.

**D. Matters Arising from Minutes**

1)	There were no matters arising from the minutes of 12 <sup>th</sup> July 2017.	
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**E. Building Control Activities**

LDCA Members were given an Updated List of <u>Building Control Activities</u> for the period <u>1 to 31 July 2017</u> for their information.	<b>CPO / BI</b>
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**F. Current Applications Received & Awaiting Determination**

<p>LDCA Members were given a list of <u>Current Development Applications</u> awaiting determination. The CPO highlighted that at the time of this LDCA Meeting there were 7 Applications Pending (i.e. waiting on supplementary information from Applicants), 9 New Applications to be determined on this day (the 2<sup>nd</sup> of August 2017), 4 Applications expired before this meeting date and awaiting determination and 1 Application in its advertising period to be determined at a later stage, resulting in <u>21 Applications</u> awaiting Determination.</p> <p>No Applications was withdrawn during this period.</p> <p>The Chairperson at this time acknowledged the work that the CPO and is TPO has undertaken.</p>	<b>CPO</b>
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**G. Applications for LDCA Determination**

The following Ten (10) Development Applications were considered by the Authority on the **2<sup>nd</sup> of August 2017** following perusal of the Planning Officer's Handling Reports and Recommendations with the following outcomes:

1)	<p><b>Application 2017/53 – Renovations and Extensions (2 Bedrooms and 1 Bathroom) – Nr the Community Centre, Half Tree Hollow – Jolene Corney (Deferred from last meeting)</b></p> <p>The CPO went through this application in detail for the sake of Members, Mr Gavin George and Mr Karl Thrower who were not</p>	<b>CPO</b>
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	<p>present at the last meeting, when this application was presented. This application was deferred from the last meeting for further consultation with the Applicant as Members were concerned that the development might encroach the rear boundary and may not allow sufficient space for on-site utility servicing and maintenance and requested if another layout design can be considered. The CPO confirmed that the Agent (on behalf of the Applicant) did not wish to alter the design altogether, but was willing to adjust the overall footprint of the property to ensure no encroachment and also meet the requirements of the Building Regulations. Members were satisfied with the final outcome.</p> <p><b>Resolution:</b> The Application was Approved with Conditions as Recommended by the CPO. Correspondence to be sent out to Applicant.</p>	
<p>2)</p>	<p><b>Application 2017/56 – Proposal to erect a Custom Made Awning – Bank of St Helena, Jamestown – Bank of St Helena Ltd</b></p> <p>The CPO presented the Application by means of a Power Point Presentation. CPO indicated that this Application is the third attempt to obtaining Development Permission. The 2015 was withdrawn following advice from the then CPO at the time. When submitted during 2016, the Application was Refused. Following Refusal, the Applicant indicated intend to Appeal, however did not go through with it but opted to instead (following discussions with current Planning Officers) submit another application, addressing the matters that was previously raised as concerns. The third proposal was materially different from before as it proposes to fix the awning below the cornice / crown of the window thereby displaying (rather than shielding) the architectural features of the Building. The Authority reconsidered the relevance of awnings in context of St Helena (and the Jamestown setting and character in particular), as well as deliberating the overall public acceptance of awning in terms of the local culture. It was noted that both SHNT and Heritage supported that application before and that Heritage for this application objected primarily due to the Refusal previously. No other objections were received.</p> <p>There were concern over the head height of the Awning and it was stipulated that the proposed height is not deemed sufficient (leaving a headroom of around 1.8m). Although not specifically stipulated in St Helena regulations, as a matter of good planning practice should be at</p>	<p><b>CPO</b></p>

	<p>least 2.1m as per UK practice – given it could become a liability to SHG. Mrs Joey George, representing the Applicant and who was in attendance for this application was invited to speak. Mrs George was adamant that an awning is required for customers and also as a means to protect window displays from the sunlight. She said the height was considered and appreciates the concerns of the LDCA.</p> <p><b>Resolution:</b> After a lengthy debate the application was approved with conditions as recommended by the CPO with an added condition advising that the Awning be placed to provide a minimum of 2.1 meters head height where it projects over the walk way. Correspondence to be sent out to Applicant.</p>	
3)	<p><b>Application 2017/61 – Proposed siting of a Non-Permanent Container for storage purposes – Firing Range below Cox’s Battery, Bottom Woods – Police Directorate</b></p> <p>Members were informed that initially the application was to site the container permanently but following discussions with the Planning Officer and obtaining an understanding of the approved Development Permission and subsequent Decision Notice and Conditions, the Applicant requested for Permission to site the Container Temporarily. The CPO highlighted that the container can be sighted in close proximity to the existing activity, can be tugged away against the embankment as well as coloured such (camouflaged) to minimise visual impact. She further highlighted that once positioned, the container will be stationary thus not necessarily impacting on fauna and flora. If approval was to be given for siting of a temporary container, then long-term impacts (especially in terms of visual impacts) could be established. Members were however curious to understand how and when permission were provided for excavation of the firing lane - given it being the NCA as well as forming part of a Post Box Walk. It was agreed that this application be deferred until further information is obtained from the Applicant and additional planning history provided. The Applicant to be invited to the next meeting, when this Application will be considered.</p> <p><b>Resolution:</b> Deferred – CPO to consult with the Applicant.</p>	CPO

4)	<p><b>Application 2017/57 - Proposed 3 Bedroom Dwelling – Upper Cow Path Nr High Knoll – Tracey Williams</b></p> <p>The CPO presented the Application by means of a Power Point Presentation. It was noted that railings to be installed on the roof terrace will be regulated under the Building Regulations to meet the necessary safety requirements. It was further noted that the approval for the first four properties (as per Application 2016/25) requires upgrading of the public roadway by the Developer. The CPO to monitor this but it was agreed that this will follow completion of construction of dwellings.</p> <p><b>Resolution:</b> The Application was approved with Conditions as Recommended by the CPO. Correspondence to be sent to Applicant.</p>	CPO
5)	<p><b>Application 2017/65 - Proposed Basic Minor Maintenance – The Moat, Jamestown – Crown Estates Officer</b></p> <p>The CPO presented the application by means of a Power Point Presentation. The CPO stressed that Tree number 8 as indicated on the diagram will need to be removed completely.</p> <p><b>Resolution:</b> The Application was Approved with Conditions as Recommended by the CPO. Correspondence to be sent to Applicant.</p>	CPO
6)	<p><b>Application 2017/10 - Proposed 2 Bedroom Dwelling – Sapper Way – Stacey Lawrence</b></p> <p>The CPO highlighted that the Soakaway as proposed by the Applicant is not desirable as was also highlighted by the lower lying neighbour. The CPO stressed that there are no concerns (other than the Soakaway) with regards to the Application as all requirements stipulated within the policies can be met. Members concluded that the Application can be approved however the applicant will have to demonstrate an effective means of handling sewage without detriment to neighbouring properties. The CPO noted that there is the possibility to link into an existing communal soakaway (with the neighbour approving of this option), however the Applicant will have to demonstrate this to be able to implement.</p> <p><b>Resolution:</b> The Application was Approved with Conditions as Recommended by the CPO. Correspondence to be sent to Applicant.</p>	CPO

	The CPO to consult with the Applicant regarding the Soakaway.	
7)	<p><b>Application 2017/55 - Proposed Siting of 4x20ft Containers for Storage of Personal Goods, Building Material, Go Karts (and related equipment) and acting as Sound Barrier – at the approved Go-Kart Track located alongside Ambledale Worksop – Chris Bargo</b></p> <p>The Application was presented by the CPO by means of a Power Point Presentation. The CPO stated that a Fun Car Track was approved during 2015 with the view to provide a Go-Kart activity for children. As part of the Approval during 2015, two containers were approved, under which one to be used for “personal use” – thus not relating to the envisaged activity. Due to a “lack of storage space”, the Applicant now seeks permission to site four more containers on the same property for use of:</p> <ol style="list-style-type: none"> <li>a. storing building materials – deemed not ancillary to the Fun Car Track;</li> <li>b. storing personal goods – deemed not ancillary to the Fun Car Track;</li> <li>c. Storing Shop Stock – deemed not ancillary to the Fun Car Track;</li> <li>d. Storing Go Karts – with the question as to why this is requested if another container on site is to be used for Personal Usage.</li> </ol> <p>The Authority agreed that LDCP Policies aims to minimise unnecessary and haphazard siting of containers, noting that the containers will not be sited together (randomly placed) and shielding will not be possible to mitigate visual impact. Members also agreed that as the containers are made of steel, that could cause in fact increase echoing and therefore not effective as acoustic buffer as anticipated. Based on the analysis it was found that this proposal did not meet planning policies and could not be supported.</p> <p><b>Resolution:</b> The Application was Refused with Reasons as Recommended by the CPO. Correspondence to be sent to Applicant.</p>	CPO
8)	<p><b>Application 2017/60 - Proposed Demolition of old Bathroom and installation of New Windows and Doors – No. 5 Barracks Square, Jamestown – Mark Anthony</b></p> <p>The style of the windows will match that of the existing first floor windows. It was noted that the neighbours provided their support.</p> <p><b>Resolution:</b> The Application was approved with Conditions as Recommended by the CPO. Correspondence to be sent to Applicant.</p>	CPO

9)	<p><b>Application 2017/66 – Proposed siting of a Wire Mesh Reservoir – Brooke Hill Farm, Alarm Forest – Hazel Wilmot</b></p> <p>It was noted that should the reservoir breach, flow will be towards the valley and due to the small scale of the reservoir and distance from neighbouring properties no significant impacts are anticipated. The reservoir is a non-permanent structure and will be sited in an area of the farm which is already significantly impacted upon.</p> <p><b>Resolution:</b> The Application was approved with conditions as recommended by the CPO. Correspondence to be sent to Applicant.</p>	CPO
10)	<p><b>Application 2016/151 – Proposed Bus Shelter – Head O’Wain – Property Division.</b></p> <p>This application was deferred from 7 December’s meeting in order to negotiate alternate siting as some members felt that the location was not ideal and asked whether Solomon’s would agree to having the bus shelter placed on their land, about 100 meters where the original site is proposed. Discussions took place and an alternative location identified and submitted in July 2017.</p> <p>The alternative location for the bus shelter is located within the Intermediate Zone, and deemed to be an improvement specifically in terms of pedestrian safety and visibility.</p> <p><b>Resolution:</b> The Application was approved with Conditions as recommended by the CPO. Correspondence to be sent to Applicant.</p>	CPO

**H. Approvals under Delegated Power**

<p>There were no Development Applications approved under <b>Delegated Powers</b> by the Chief Planning Officer:</p>		

## I. Minor Variations

<p>The following five (5) Development Applications were approved as Minor Variations by the Chief Planning Officer. CPO briefly discussed the application and rationale that lead to the decision and Authority confirmed their approval.</p>		
<b>1)</b>	<p><b>Application 2015/76_MV1</b> Proposed Siting of 4 additional Containers Red Hill, St Pauls – Connect St Helena Ltd Approved by CPO on 14 July 2017</p>	
<b>2)</b>	<p><b>Application 2015/76_MV2</b> Proposal to use Steel Frame instead of Wooden Frame for Roofs Red Hill, St Paul's – Connect St Helena Ltd Approved by CPO on 17 July 2017</p>	
<b>3)</b>	<p><b>Application 2015/17_MV1</b> Proposal to add small Mono-Pitch Roof instead of one asymmetrical Roof Livery Stables, Jamestown – Henry Thorpe Approved by CPO on 17 July 2017</p>	
<b>4)</b>	<p><b>Application 2016/172_MV2</b> Proposed forming of concrete deck on front façade of ground floor allowing disabled ramp at a gradient of 1.12 to comply with Building Regulations Defining area through a stone retaining wall Ladder Hill – Rosemary Bargo Approved by CPO on 25 July 2017</p>	
<b>5)</b>	<p><b>Application 2016/172_MV3</b> Proposal to remove two windows at the rear of building, increase the size of two concertina doors on first floor and change the orientation of hip-roof. Ladder Hill – Rosemary Bargo Approved by CPO on 25 July 2017</p>	

## J. Strategic Planner Matters - CPO Feedback

<p>The Chief Planning Officer reported briefly on the strategic Planning Matters:</p>		
<b>1)</b>	<p><b>Land Development Control Plan (LDCEP) Mid Term Review:</b>  The CPO had no further update. Meetings are still being held on a weekly basis. Will keep the Authority updated on any changes.</p>	<b>CPO</b>
<b>2)</b>	<p><b>Jamestown Conservation Area Management Plan:</b></p>	<b>CPO</b>



	<p>CPO indicated that this Plan will knit closely with the Historic Environment Record (HER) currently undertaken by David Taylor (acting as Consultant Planner).</p> <p>The CPO highlighted that a student from PAS has been involved with land use surveys and photo record of parcels in Jamestown, which will be used in this plan.</p>	
<b>3)</b>	<p><b>Building Regulations Review</b></p> <p>As reported last month this review is still in progress and currently conducted by the appointed Planning Consultant (D Taylor) – no further feedback at this stage.</p>	<b>CPO / PO / BI / DBI</b>
<b>4)</b>	<p><b>Bottom Woods CDA:</b></p> <p>The CPO is still contributing to this and is progressing. Stakeholders are also involved.</p>	<b>CPO</b>

#### **K. Any Other Business**

<b>1)</b>	<p><b>Unauthorised Siting of Training Structure at Ladder Hill</b></p> <p>The CPO informed the Authority that she had now written to the Brigade Manager on 1<sup>st</sup> of August 2017, giving 60 day notice for him to dismantle and remove the structure. Will follow up compliance.</p>	<b>CPO</b>
<b>2)</b>	<p><b>Application 2017/67 - Proposed Refurbishment of the Swimming Pool and Surrounding Area</b></p> <p>The Authority gave their consent for the CPO to deal with this Application under Delegated Powers</p>	<b>CPO</b>
<b>3)</b>	<p><b>Lease of Government Land</b></p> <p>One member raised the question of Crown Land that people could assume belongs to them and may not necessarily be the case. The Crown Estates Officer to be invited to the next meeting to discuss this issue that was raised.</p>	<b>CPO</b>

<b>4)</b>	<b>Training new Council with LDCA</b>  The Chairperson informed members that the AG had approached her in respect of the LDCA attending a training session that has been put in place for the New Council. Members had difference of opinions on this and asked that the CP clarify with him exactly what this is all about.	
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**L. Closed Items**

**M. Next Meeting**

The next LDCA Meeting was scheduled for <b>Wednesday 6 September 2017 at 9:00</b> at the Education Learning Centre, Jamestown.	<b>CPO / S</b>
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**N. Closing**

The Chairperson thanked Members for their attendance. The meeting closed at 12:05 hrs.	
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**Signed by the Chairperson of the Authority as a true reflection of the Meeting.**

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**Chairperson to the LDCA**

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**Date**