



St Helena
Government

MINUTES

Land Development Control Authority Meeting

Date : Monday, 4 March 2019
Time : 9am
Venue : St Helena Community College, Jamestown

Present	Mrs Ethel Yon	Chairperson
	Mr Paul Hickling	Member
	Mr Paul Scipio	Member
	Mr Ralph Peters	Member
	Mr Raymond Williams	Member
	Mr Andrew Chawora	Locum Chief Planning Officer (LCPO)
	Mr Shane Williams	Trainee Planning Officer (TPO)
	Mrs Karen Isaac	Secretary
Apologies	Mr Karl Thrower	Member

1. Attendance and Welcome

The Chairperson welcomed all present and thanked members for attending. The Chair stressed that in the past applications that were deferred from a previous meeting would be dealt with by way of email communication but because of the fact that there was a complaint made to the Public Solicitor's Office, this now necessitated a public meeting to convey decisions made.

There were three Members of the Public present; two of which was the team in respect of application no. 2018/47.

Mr David Goodrick, Head of Technical Services was also present.

2. Declarations of Interest

There were no declarations of interest to declare.

3. Confirmation of Minutes of 14 February 2019

Members confirmed the Minutes of 14 February 2019 as a true record and were signed by the Chairperson.

4. Matters Arising from Minutes of 14 February 2019

There were no matters arising from the minutes of 14 February 2019.

5. Applications for LDCA Determination

1)	<p>Application 2018/47 – Proposed Upgrade to the Chubb’s Spring Water Catchment facilities including Construction of Abstraction Chambers, installation of Gabion Baskets, tree clearing around existing catchment facilities and refurbishment of concrete water channel walls – Chubbs Spring/Drummonds Point- Connect St Helena Ltd</p> <p>The Locum Chief Planning Officer highlighted that this application was deferred from last month’s meeting. This was due to the fact that no detailed proposal was included with this application for phase four, with regards to the siting, size and also the impact that this proposal would have. This was obtained and members were given the additional information that clarifies what they requested. It was noted that there would be weather proof protection and that the siting of the Unit would sit in between the actual infrastructure and therefore would not be unsightly in anyway. One member highlighted that applicants should have all the information available to Planning rather than having to request and then to have to arrange additional meetings. This being the reason why this meeting was called today.</p> <p>Resolution: The application for the Upgrade to the Chubb’s Spring Water Catchment facilities including Construction of Abstraction Chambers, installation of Gabion Baskets, tree clearing around existing catchment facilities and refurbishment of concrete water channel walls were approved with conditions as recommended by the LCPO. Decision Notice to issue.</p>	LCPO
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6. Approvals by CPO under Delegated Powers

The following Development Application was approved under Delegated Powers by the Chief Planning Officer:	
1)	<p>Application 2018/91: – Requested :Full Development Permission</p>

<ul style="list-style-type: none"> – Proposal :Erection of a Bus Shelter – Location :Bagley’s Point, Sandy Bay – Applicant :Property Division, ENRD – Official :Shane Williams, TPO (authorised by LCPO) – Status :Approved on 22 February 2019 <p>It was noted that there is provision in the Ordinance for development applications to be dealt with under Delegated Powers.</p>

7. Minor Variations / Modifications Approved by CPO

<p>The following five Development Applications were approved as Minor Variations by the Locum Chief Planning Officer. As normal practise key Stakeholders are approached when and where needed for Minor Variation Evaluation. This is documented in the Letter to the Applicant.</p>	
1)	<p>Application 2015/49/MV1</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To add two period style Street Lamps in Car Parking area – Location : Bertrand’s Cottage, Longwood – Applicant : Enterprise St Helena – Official : Andrew Chawora (LCPO) – Status : Approved on 22 February 2019
2)	<p>Application 2017/30/MV1</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal :To enlarge Sash Windows to 850mm x 1350mm of the two proposed Flats – Location : Back of Essex House, Jamestown – Applicant : Gregory Cairns-wicks – Official : Andrew Chawora (LCPO) – Status : Approved on 22 February 2019
3)	<p>Application 2017/69/MV1</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To substitute a Door for a Window in the lower Cottage Kitchen and place a Solar Panel on the Roof of the east facing front Verandah and the tank in the Kitchen Roof space – Location : Barnes Cottage, Jamestown – Applicant : W A Thorpe & Sons Ltd – Official : Andrew Chawora (LCPO)

	<p>– Status : Approved on 22 February 2019</p>
4)	<p>Application 2017/125/MV1</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To relocate and construct a Double Garage by attaching it to the east Gable end of the existing Dwelling and also to change the profile of the existing Roof to incorporate the two buildings under the one Roof – Location : Bottom Woods – Applicant : Bertina Benjamin – Official : Andrew Chawora (LCPO) – Status : Approved on 22 February 2019
5)	<p>Application 2018/60/MV1</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To amend Roof Profile to incorporate the entire Dwelling, to enclose two sides of the House Verandah (east and south) using a combination of block work and framed glass, whilst adding Verandah extensions to the north and south of the Dwelling and rebuild the Garage with concrete blocks – Location : Never Grove, Levelwood – Applicant : Patricia Francis – Official : Andrew Chawora (LCPO) – Status : Approved on 22 February 2019 <p>It was noted that there is provision in the Ordinance for Minor Variations to be approved by the CPO. However, the Chairperson was mindful of the fact that a discussion had taken place on the issue of Minor Variations being dealt with in office and the role of the Authority. It was noted that plans are submitted with the application when Minor Variations are being requested. Whilst small amendments to approved plans can be dealt with in house Members requested that for bigger variations they be communicated by email before any approvals are given.</p> <p>Resolution: Members of the Authority to be informed in advance of any Minor Variations that could result in major ones before approval is given.</p>

8. Any Other Business

1)	<p>LDCA Meetings</p> <p>One Member noted that LDCA Meetings have been taking place in the middle of the month that has posed a problem with other commitments. The Chairperson also highlighted this that is causing a problem for planning purposes. Therefore, it was agreed that with effect from April 2019 all LDCA meetings will revert back to the first</p>	<p>LCPO</p>
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	<p>Wednesday of each month. The LCPO asked if the LDCA meeting that was scheduled to take place on 13 March could be put back by a week to the 20 March 2019 as there are quite a number of development applications that he would want to be presented. The Authority agreed.</p>	
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9. Next Meeting

The next meeting of the LDCA is proposed for 20 March 2019.

The Chairperson thanked Members for their attendance.

The meeting closed at 09.30 hrs.

Signed by the Chairperson of the Authority, as a true reflection of the Meeting

Chairperson to the LDCA

Date