



**St Helena
Government**

MINUTES

Land Development Control Authority Meeting

Date : Thursday 11 April 2024
Time : 10 am
Venue : Training Room One, opposite the St Helena Community College Main Hall,
Jamestown

Present	Mrs Ethel Yon OBE	Chairperson
	Mr Gavin George	Member
	Mr Lawson Henry	Member
	Mr Ronald Scanes	Member
	Mr Shane Williams	Chief Planning Officer (Ag)
	Miss Petra Joshua	Planning Officer
	Miss Karen Isaac	Secretary
Apologies	Mr Paul Hickling	Deputy Chair (Sick)
	Mr Gerald Yon	Member

Also in Attendance One member of the public.

1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for their attendance. The Chair said she had sent Condolences to the family on the passing of a dear friend and Member of the LDCA, Mr Ralph Peters.

The Chair also said that she had been in contact with a family of Member, Paul Hickling who is undergoing medical treatment in Pretoria to wish him a speedy recovery.

2. Declarations of Interest

There were no Declarations of Interest to declare.

3. Confirmation of Minutes of 7 March 2024

The Minutes of meeting of 7 March 2024 were confirmed and signed by the Chairperson as a true record of the meeting.

4. Matters Arising from Minutes of 8 February 2024

Land Development Control Plan (LDCP)

The matter to be brought to the attention of and progressed by the new CPO.

ACTION: New CPO

Conservation Area Management Plan

The matter to be brought to the attention of and progressed by the new CPO.

ACTION: New CPO

Unauthorised Development – Young’s Valley– Delray McDaniel

A revised design is still awaited from the Applicant. To be followed up.

ACTION: CPO, Ag.

Food Vendor at the Hospital

Proof of payment is awaited from Mr Ryan Backhouse for the application to be registered. To be followed up.

ACTION: CPO, Ag

Works at the Jamestown Swimming Pool

An amenity notice had been issued. This would be followed up in August/September 2024 to ascertain whether the required works have been rectified. It was noted that during a site visit by some Members of LDCA to the Swimming Pool highlighted there were major issues that needed to be resolved. The CPO, Ag advised that he is in discussion with the Property Section on the matter and would keep the Authority updated on developments there.

Dangerous Building on Parcel No. JT090025

The CPO, Ag advised that communications with the Agents had taken place and a Contractor had been hired to carry out the remedial works and been given up to June 2024 for its completion.

ACTION: CPO (Ag)

5. Building Control Activities

LDCA was given a list of Building Control Activities for the month of March 2024 for their information.

6. Current Planning Applications

LDCA was given a list of current Development Applications. There was one application that was awaiting a revised drawing at the time of preparing the Agenda. The Chair reiterated her congratulations to the CPO, Ag and PO for their work in reducing the number of Development Applications that were outstanding.

7. Applications for LDCA Determination

1)	<p>Application 2024/10 – Construction of a Two Bedroom Dwelling – Colt Sheds, Longwood: Sophie Crowie</p> <p>The PO presented the Application.</p> <p>The site falls within the Intermediate Zone and has no Conservation Area restrictions.</p> <p>The developer proposes to construct a two bedroom dwelling, orientated toward the North. The layout would consist of an open plan kitchen-dining and lounge area that is preceded by a lobby area, where the main entrance would be from the front patio. A second patio and alternative entrance would be positioned at the opposite side of the house. A spacious master bedroom and a generous sized, second bedroom would be located to the east side of the dwelling. An ample sized bathroom-toilet combined, sits front and central of the bungalow with an in-built linen closet. The roof would be gable pitched style. Some excavations would be required for the site. It is proposed that a small sewage treatment plant would be installed to deal with sewage. Rainwater and surface water would be captured and used for irrigation. The developer would liaise with Connect St Helena regarding connection to the nearest water mains. The proposed building materials would be concrete blockwork, rendered with two coats of paint to finish and grey IBR sheeting for the roof.</p> <p>No representations were received.</p> <p>In assessing the proposal, it was noted that the design is a typical, two bedroom dwelling, that shares a similar footprint to that of residential dwellings in the surrounding area. The proposed development would sit within the property boundary lines including the small, independent sewage treatment plant and soakaway system. Access to the property would be via an existing track. The overall design of the proposed dwelling is coherent with other neighbouring properties. It has no adverse effect on the amenity or</p>
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	<p>aesthetic of the immediate area. The proposal complies with the Intermediate Zone policies and could be supported.</p> <p>The Authority gave approval for this development.</p> <p>Resolution: The Application for the Construction of a Two Bedroom Dwelling was approved with conditions as outlined in the Handling Report. A Decision Notice to be issued.</p>
2)	<p>Application 2024/11 – Construction of a One Bedroom Dwelling – near Three Tanks, Half Tree Hollow: Christopher Leo</p> <p>The CPO, Ag presented the application.</p> <p>The site falls within the Intermediate Zone and has no conservation area restrictions.</p> <p>There is currently an existing dilapidated dwelling on the plot. The proposal is to Construct a new Dwelling adjacent to the existing on the portion of land comprising a kitchen, lounge and dining area, shared bathroom, bedroom and patio. The external walls would be constructed from concrete blockwork, plastered then painted. The roof style of the dwelling would be of a gable design with the roof sheeting being IBR. Access would be gained from the existing road to the north. Minimum excavation in the form of cut and fill would be carried out, measuring approximately 1m in height. The Dwelling would orientate at a North West direction with parking space amenities made available at the front of the property on the eastern side of the platform. Electricity and water infrastructure are available and sewage can be connected into the existing communal system. The connection would be transferred from the existing dwelling to the new dwelling.</p> <p>No representations were received.</p> <p>In assessing the development against the policies, the proposal considers the topography of the land, siting, details and the terms of its design and characteristics of surrounding properties. The use of the land for residential purposes is conducive to existing land uses, whilst having all the necessary services to function as such, and would not adversely affect the amenity of the area and could be supported.</p> <p>The Authority gave approval for this development.</p> <p>Resolution: The application for the Construction of a One Bedroom Dwelling was approved with conditions as outlined in the Handling report. A Decision Notice to be issued.</p>

8. Approvals by CPO, Ag under Delegated Powers:

The following Development Application was dealt with under Delegated Powers by the CPO, Ag:

1)	<p>Application 2024/09:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Bedroom and Dining Room Extension – Location : The Flagg, Levelwood – Applicant : Waylon Leo – Official : Petra Joshua, PO (authorised by Shane Williams, CPO Ag) – Approved : 26 March 2024
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9. Minor Variations Approved by CPO, Ag:

The following Three Development Applications were approved as Minor variation by the CPO, Ag. As is normal practice, key stakeholders are approached when and where needed for minor variation evaluation.

1)	<p>Application 2022/56/MV1:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To Change Roof Profile. This was in respect of Alterations and Extensions to Existing House that was approved on 6 October 2022 – Location : Guinea Grass – Applicant : Jacqueline Williams – Official : Shane Williams, CPO (Ag) – Approved : 1 March 2024
	<p>Application 2021/10/MV3:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To Reposition Wall and Alterations to Create an Office/Play area and Extension to Existing Verandah. This was in respect of the construction of a Two Bedroom Dwelling that was approved on 13 April 2021 – Location : Deadwood – Applicant : Robert Thomas – Official : Shane Williams, CPO (Ag) – Approved : 4 March 2024
	<p>Application 2019/24/MV1:</p> <ul style="list-style-type: none"> – Requested : Minor Variation

	– Proposal : To Change Roof Profile. This was in respect of Extensions to Existing House to form a Bedroom, Conservatory and Garage that was approved on 29 March 2019
	– Location : Deadwood
	– Applicant : Andre Henry
	– Official : Shane Williams, CPO (Ag)
	– Approved : 19 March 2024

10. Strategic Planning Matters

1)	Conservation Area Management Plan Dealt with under Matters Arising.
2)	Land Development Control Plan Review Dealt with under Matters Arising. Both the CAMP and the LDCP would be brought to the attention of the new CPO to deal with.

11. Any Other Business:

Development Application 2023/54 – New Dwelling: Belfred McDaniel

The CPO, Ag advised that a modification had been requested for the gabion wall to be constructed to a height of 2 metres rather than 1.5 metres. It was recommended by the Engineer that the wall should not be lower than 2 metres. This would be formed to the front of the dwelling site. If however the applicant (Mr McDaniel) wished to go higher he should first consult with the Planning Team. The Authority gave its approval for this modification.

Erection of a Fence and Gate at the Coffee Shop, Jamestown

The CPO, Ag advised that some unauthorised works had taken place at the Coffee Shop operated by Mrs Jill Bolton. A meeting had been set up with the interested parties and the Authority would be updated at the next meeting.

Arrival of new CPO

It was noted that Ms Patricia Coyle, the new CPO would be arriving on island on 13 April 2024. The Chair asked the CPO, Ag if a place could be made available on the Itinerary for members to meet with the CPO before the next scheduled LDCA meeting. The CPO, Ag to inform members accordingly.

12. Next Meeting

The next LDCA meeting is scheduled for Thursday, 2 May 2024 but would be confirmed.

The Chairperson thanked Members for attending. The meeting closed at 10:45 Hrs.

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

Chairperson to the LDCA

Date