

MINUTES

Land Development Control Authority Meeting

Date : Thursday, 5th December 2024
Time : 10 am
Venue : St Helena Community College Main Hall, Jamestown

Present:	Mrs Ethel Yon OBE	Chairperson
	Mr Lawson Henry	Member
	Mr Gavin George	Member
	Mr Ronald Scanes	Member
	Mr Ian Gough	Member
	Ms Patricia Coyle	Head of Planning & Building Control (HoP&BC)/Chief Planning Officer (CPO)
	Mr Shane Williams	Senior Planning Officer (SPO)
	Miss Petra Joshua	Planning Officer (PO)
	Mrs Karen Isaac	Secretary
Apologies:	Mr Gerald Yon	Member

Also in attendance:

Five members of the public, including Applicant(s) and Objector(s).

1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for their attendance.

2. Declarations of Interest

PO Petra Joshua declared her interest in respect of Application 2024/47 as she is the Applicant.
Member Ian Gough declared his interest in respect of Application 2024/52 as he is the General Manager of Solomon & Company St Helena (Plc).

3. Confirmation of Minutes of 6 November 2024

The minutes of 6 November 2024 were confirmed and signed by the Chairperson subject to a typo on page 9, paragraph 6, 3rd line – the letter “w” to be inserted in the word “here”.

4. Matters Arising from Minutes of 6 November 2024

Application 2024/13 – Installation of Fence (Retrospective Application) – the Coffee Shop, Jamestown: Jill Bolton

The CPO advised that she would be in contact with the Minister who had just returned back to the Island with regard to clarity on the wording of the letter from GiC.

The CPO confirmed that an enforcement notice would be drafted for issue giving a minimum of 28 days to come into force (as per the Planning Ordinance requirements) and 3 months - as previously agreed by the LDCA - to remove the fence (four months in total).

Members were content for the Planning Staff to draft an Enforcement Notice and to be sent to the Chairperson for her views before issue.

ACTION: CPO

Top part of the wall at the Jamestown Swimming Pool

With regard to concerns raised in respect of the water ingress on the top part of the Swimming Pool Wall, the Authority stressed that the condition of this part of Wall needs to be addressed. Planning Officers were requested to maintain pressure on SHG Estates Section to ensure that progress is made in respect of survey/other works required to be carried out.

ACTION: SPO

Electrical Box affixed to External Wall of ex-PWD Store, Jamestown: Phil Yon

The SPO advised that works would be taking place shortly on the Ex-PWD Store to which an Electrical Box (previously on Rickmers and approved under Application 2024/18) had now been affixed and would likely need to be removed. A new Application would be needed if the box is to remain attached to the ex-PWD Store as the development approval is not transferrable from the location on Rickmers, albeit that it appears to have been re-installed from its previous position on the ex-PWD building such that is considered to be “new development” which requires separate approval.

ACTION: SPO

Application 2023/55 – Construction of a Two Bedroom, Split Level Dwelling – Young’s Valley: Belfred McDaniel

An alternative proposal had been received which would be the subject of a new development application for the Authority's decision. The 2023 development application had now been withdrawn.

ACTION: SPO – Decision to be made by the Authority when the application comes to them.

Application 2024/24 – Store Room Extension near the General Hospital, Upper Jamestown: Christina Williams

The application was deferred by the LDCA at its meeting in November 2024 for a site visit. The applicant subsequently submitted a revised scheme addressing the concerns raised. The Officer Report is on this Agenda for determination under Item 7.

ACTION: SPO/LDCA

Unauthorised Developments

It was noted that two Notices to apply for Development Consent were issued: one to Mr Clayton Vanguard and the second to Mr Adrian John which had lapsed in the week commencing 11 November 2024.

Mr Vanguard advised that the drainage details cannot be provided until two week's time. Members were happy for an extension of time to be given for details to be submitted.

The SPO advised that Mr Adrian John had not complied and had not indicated any intention of providing information in relation to the submission of a Development Application. As works have been undertaken which remain unauthorised, the Authority agreed that an Enforcement Notice be drafted and sent to the LDCA for comments before despatch.

ACTION: SPO

Application 2024/31 – Change of Use from Residential Care Home to (HMO) House of Multiple Occupation – Barn View, Longwood: Property Division, St Helena Government

The Application was deferred from the LDCA meeting on 6 November 2024 to enable legal advice to be sought. The Authority agreed at a Special Meeting on 25 November 2024 to refer the proposal to GiC for final determination.

ACTION: CPO

AOB - Consultations

It was previously raised by one member that the Airport Stakeholder had not received consultations on three occasions regarding planning applications that is crucial for the Airport's role in safeguarding aircraft operations. The CPO indicated that she had raised the matter with SHG administrative staff and that the error should not occur again as improved consultation

processes are in the process of being implemented, including GIS transposing the requirement details onto an Aerial Base-map. The Chair to take forward with the Portfolio Director.

ACTION: Chairperson

5. Building Control Activities

Members were provided with a paper on the activities for the month of November 2024 for their information. This was noted with no comments made.

6. Current Planning Applications

Members were provided with an updated report on current applications. It was noted that there were 8 applications awaiting determination: 1 awaiting Governor-in-Council decision, 4 to be assessed and 3 was in the advertising period.

7. Applications for LDCA Determination

Application 2024/24 – Storeroom Extension – Near the General Hospital, Upper Jamestown: Christina Williams

The Application was discussed at the LDCA meeting of 3 October 2024. The Application was deferred for a site visit to be carried out on 7 October 2024. It was determined that a revised scheme was needed to set the extent of the proposed extension further away from the main road. A revision was received under the current application.

In assessing the application, the changes to the design had meant that the western wall of the proposed extension's principle elevation had now been set back by approximately 700 mm to alleviate concerns of proximity to the main road. It also resulted in the existing garage window being removed and blocked up on the southern elevation.

The proposal had addressed the concerns raised by the Members and, given there were no other issues raised previously, the proposal would not adversely affect the appearance of the existing residential development or the character and appearance of the Conservation Area. It was considered acceptable in accordance with the policies as highlighted in the Handling Report.

Members noted that the issues the LDCA raised had been addressed and approved the revised Application.

Resolution: The Application for Storeroom Extension was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2024/47 – Two Bedroom “A” Frame Cabin – Wire Bird Drive, Half Tree Hollow: Petra Joshua

The Applicant, who is the PO, left the table for the item of business. The CPO presented and gave an outline of the Application.

The plot is located at the edge of an existing residential area in Half Tree Hollow and is designated within the Intermediate Zone and has no Conservation Area restrictions.

In assessing, the design is considered to be acceptable within the location where all the necessary services would be provided and considered to not adversely impact the amenities of the area.

In considering, one Member questioned the non-habitable accommodation in the loft area and at the lower and 2nd lower ground levels. The CPO replied that it would be general storage space. It was further questioned as to whether the Applicant would be able to connect into the communal system. The CPO advised that sewage would be via a separate treatment plant.

Members did not have any issues and approved the Application.

Resolution: The Application for a Two Bedroom “A” Frame Building was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

The Applicant returned to the Table.

Application 2024/48 – Construction of Water Storage Tank – adjacent to Cason’s Car Park, Blue Hill: Connect St Helena Ltd

The SPO presented and gave an outline of the Application.

The plot is located within the Green Heartland Zone and has no Conservation area restrictions.

There was one Representation.

The proposal is considered acceptable given it is key infrastructure and complied with the relevant policies. In accordance with Section 23 (2) of the LP & DC Ordinance and the directions to the Chief Planning Officer dated 14 June 2022, the Application would have to be referred to Governor-in-Council for final approval.

Mr Andrew Pearce was given permission to speak in support of his representation.

In considering, it was highlighted that the proposal would still be intrusive although the location had been slightly moved during the course of consideration of the application but that it appeared too imposing. The need for the tank was understood but that it is in a Green Heartland area. It is a popular spot and could change the landscape. It is a large imposing structure. The concerns were

shared by the Authority. There was no evidence of the Applicant exploring other options. One member found it confusing and wondered why there was a need to pump water to Frenches Gut as that water is coming from natural storage. It was felt that a site visit to the area would be helpful.

Connect St Helena Ltd was present at the LDCA Meeting and were invited to speak in respect of the concerns raised.

Members deferred the Application for a site visit to be carried out.

Resolution: The Application for Construction of Water Storage Tank was deferred for a site visit to be undertaken. Site visit to be arranged.

Application 2024/50 – Covered Area, Garage and Kitchen Extension – Alarm Hill: Darren McCoy

The PO presented and gave an outline of the Application.

The plot is located within the residential area of Alarm Hill where it is designated within the Intermediate Zone and has no Conservation area restrictions.

In assessing, the proposal could be supported as it has no adverse effect on the amenity or aesthetic of the immediate area and complies with the Intermediate Zone policies. While not a planning matter, it was noted that an agreement had been reached with a neighbouring occupier/owner regarding part of the extension extending beyond the Applicant's boundary line.

Members did not have any issues and approved the Application.

Resolution: The Application for Covered Area, Garage and Kitchen Extension was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2024/51 – Balcony and Verandah at the Yacht Club with Secondary Means of Escape – The St Helena Yacht Club, The Wharf, Jamestown: The St Helena Yacht Club

The SPO presented and gave an outline of the Application.

The plot is located at the Yacht Club on the Jamestown Wharf and is a Listed Building Grade II with surrounding buildings mainly graded at III. It is designated within the Heritage Coast Conservation Area and within the Intermediate Zone.

The relevant planning history was highlighted in respect of the previous Application 2022/83.

There were representations received.

In assessing, and with the impending move of the Port Facility to Rupert's, there would be more developments coming forward to utilise buildings within the Jamestown Wharf particularly in line with tourism policies to expand facilities but also for local use. Development permission had been granted previously and as such the principle of the

development had been established. While the proposal was an amendment to a previously approved scheme, the current proposal is for a Balcony and Verandah with a secondary means of escape. The two elements to the Application are being considered separately.

Given that the proposal would address safety concerns with a second means of escape and the design is, albeit larger and more prominent, similar to that of the previously approved scheme, the proposal is considered to provide additional facilities for use by both local people and tourists and not result in any harm to the fabric or setting of the Listed Building nor the setting of other nearby listed buildings nor result in harm to the special character and appearance of the Conservation Area in which it would be located and is considered acceptable in line with the LDCP policies.

The matters raised by the Objectors were highlighted.

The Application to be referred to Governor-in-Council in accordance with Section 23 (2) of the Land Planning and Development Control Ordinance, 2013 and Directions to the Chief Planning Officer dated 14 June 2022.

Mr David Taylor, the applicant's planning agent, spoke to support the Application.

In considering, Members felt that the proposal was an improvement and did not see an issue with loading/offloading containers. It was questioned as to whether there would be any barrier along the back side close to the façade of the Yacht Club. The CPO however advised that there would be railings. A question was asked about the safety and access to the Balcony as it was felt that measures to prevent accidental dropping of items from the balcony/verandah should be considered for safety measures and could be included as an additional condition.

Resolution: The Application for Balcony and Verandah at the Yacht Club with Secondary Means of Escape was supported with an additional condition to be drafted for safety measures. To GiC for final determination.

Application 2024/52 – Installation of a Mast and Microwave Link Antenna – Half Tree Hollow Supermarket: Solomon & Company (St Helena) Plc

Member, Ian Gough left the Table for the item of business.

The SPO presented and gave an outline of the Application.

The site is located at the Half Tree Hollow Supermarket and is designated within the Intermediate Zone and has no Conservation Area restrictions.

In assessing, the proposal would address the current needs with regard to on-going problems with internet drop outs at Half Tree Hollow Supermarket. There is a requirement of policy TX1 b) that subject to an Environmental Impact Assessment, there would be a

presumption in favour of development for the erection of antennae. It was concluded during the screening opinion that the proposed development would not have any significant impact on the environment, therefore an EIA report was not required to be submitted with the Development Application.

The impact of the development is visual, however its siting would be in close proximity to the existing building, its mass would be small and it would not protrude above the ridgeline of the Supermarket. The development would not be prominent and would not result in any harm to the amenity of the area.

Policy TX1 d) requires that any telecommunications equipment would be removed if it is no longer required. A condition would be attached for its removal. The proposal is considered to be acceptable in line with the relevant policies.

Members did not have any issues and approved the Application.

Resolution: The Application for Installation of a Mast and Microwave Link Antenna was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Member Ian Gough returned to the Table.

Application 2024/53 – Storage Shed – Scotland, St Paul’s: ANRD, ENRP Portfolio

The PO presented and gave an outline of the Application.

The site is located within the mixed use area of Scotland, St Paul’s and is designated within the Intermediate Zone and has no Conservation area restrictions.

In assessing, the proposal is fit for purpose and would have no adverse effect on the immediate environment or amenity of the area. The proposal complies with the relevant LDCP policies and could be supported.

Members did not have any issues and approved the Application.

Resolution: The Application for Storage Shed was approved with Conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2024/55 – Construction of a Two Bedroom Split Level Dwelling – Young’s Valley, St Paul’s: Delray McDaniel

The SPO presented and gave an outline of the Application and its planning history.

The plot is located within the Intermediate Zone and has no Conservation Area restrictions.

In assessing, significant scarring had taken place over the twenty years since the development was approved. The change in the house design from the originally approved bungalow was more conducive to site conditions with a split level design that would limit the amount of overall excavation needed. The development would have services needed for the residential use, the design is appropriate and coherent along with appropriate mitigation in place to reduce the visual impact of the development on the landscape. It is considered acceptable in terms of its impact in accordance with the relevant policies.

In considering, concerns were raised regarding the safety of construction methods, particularly the risk of bank collapse. It was highlighted that there was a need for proper support and safety measures during excavation works. It was agreed that two additional conditions should be included in the construction methodology to ensure safety measures are in place before work begins and how it is intended to support the bank. It was wondered as to whether the risk could be determined after excavation. This could be a required condition for survey and assessment and mitigation measures.

Resolution: The Application for the Construction of a Two Bedroom Split Level Dwelling was approved with conditions as recommended in the Handling Report together with two additional conditions. Decision Notice to issue.

Application 2024/58 – Covered Area adjoined to Existing Garage – Longwood Avenue: Jeffrey Joshua

The PO presented and gave an outline of the Application.

The plot is located within a mixed use area on Longwood Avenue where it is designated within the Intermediate Zone and Longwood House Conservation Area.

In assessing, the development would not be seen to detract the character of the area nor adversely impact the Conservation Area's setting with the use being ancillary to the current garage and is considered acceptable.

The Authority did not have any issues and approved the Application.

Resolution: The Application for Covered Area adjoined to Existing Garage was approved as recommended in the Handling Report. Decision Notice to issue.

Application 2024/59 – Construction of a Two Bedroom Dwelling – Colt Sheds, Longwood: Adrian Isaac

The PO presented and gave an outline of the Application and its planning history where the principle of residential development had already been supported.

The plot is located within an undeveloped area of Colt Sheds, Longwood close to existing residential properties where it is designated within the Intermediate Zone and has no Conservation area restrictions.

In assessing, the design of the proposal is coherent in itself and with properties in the local vicinity and could be supported. It has no adverse effect on the amenity or aesthetic of the immediate area. The change of use of vacant land to housing in the Intermediate Zone is considered to be acceptable and complies with the relevant policies.

The Authority did not have any issues and approved the Application.

Resolution: The Application for the Construction of a Two Bedroom Dwelling was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

8. Approvals by CPO/SPO under Delegated Powers

Application 2024/35:

– Requested	:	Full Development Permission
– Proposal	:	Two Bedroom Extension
– Location	:	Rupert's Valley
– Applicant	:	Children and Adult Social Care, C/o Paul Scipio
– Official	:	Petra Joshua, PO (authorised by Patricia Coyle, CPO)
– Approved	:	4 October 2024

2) Application 2024/39:

– Requested	:	Full Development Permission
– Proposal	:	Minor Tree Maintenance
– Location	:	The Swimming Pool and the Moat, Jamestown
– Applicant	:	Property Division C/o Myra Young, Forestry, ENRP
– Official	:	Shane Williams, SPO (authorised by Patricia Coyle, CPO)
– Approved	:	4 November 2024

3) Application 2024/40:

– Requested	:	Full Development Permission
– Proposal	:	Minor Tree Maintenance
– Location	:	The Castle, Jamestown
– Applicant	:	Property Division C/o Myra Young, Forestry, ENRP
– Official	:	Petra Joshua, PO (authorised by Patricia Coyle, CPO)
– Approved	:	4 November 2024

9. Strategic Planning Matters

Jamestown Conservation Management Plan (JCMP)

The CPO advised that there was nothing further to report. Further discussions to be held with the Portfolio Director. Commonwealth Heritage Forum members would be arriving on island in January 2025 to undertake work in support of a JCMP and the Heritage Environment Record (HER) in conjunction with St Helena National Trust (SHNT).

Land Development Control Plan Review

The CPO advised that she has proposed that there are three rounds of public consultation undertaken as part of the process to bring forward a new development plan. This is subject to Portfolio Director/Minister agreement and she would come back to the Authority with more detail in due course.

10. Any Other Business

Netting at Field Road

One Member questioned the status of the green netting at Field Road. CPO advised that it was only intended to be there as a temporary measure and an application had been submitted for an alternative. It was not considered expedient to require for the current netting to be removed, particularly as it is there for safety purposes – rock/debris fall. The Development Application would be assessed and considered at a future meeting of the LDCA.

ACTION: CPO

11. Next Meeting

It was agreed for the next meeting to be held on Thursday, 16 January 2025.

There was no further business to discuss. The Chairperson thanked members for their attendance and the meeting closed at 12.20 Hrs.

Chairperson to the LDCA

Date