



# MINUTES

## Land Development Control Authority Meeting

Date : Wednesday, 2 October 2019  
Time : 10 am  
Venue : St Helena Community College, Jamestown

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<b>Present</b>	Mrs Ethel Yon OBE	Chairperson
	Mr Paul Hickling	Deputy Chairperson
	Mr Ralph Peters	Member
	Mr Raymond Williams	Member
	Mr Karl Thrower	Member
	Mr Ismail Mohammed	Chief Planning Officer (CPO)
	Mr Shane Williams	Planning Officer (PO)
<b>Apologies</b>	Mr Paul Scipio	Planning Assistant (PA)
	Mrs Karen Isaac	Secretary
	Mr Gavin George	Member

### 1. Attendance and Welcome

The Chairperson welcomed all present and thanked members for attending.

### 2. Declarations of Interest

Member Karl Thrower declared his interest in respect of application 2019/61 as he reported that he had done some work for the applicant. It was agreed that Member Karl Thrower can speak on this application but will not be allowed to vote. PA Paul Scipio declared his interest in application 2019/61 as he prepared the plans for this application noting that this was before his contract with the St Helena Government.

### 3. Confirmation of Minutes of 4 September 2019

The Minutes of meeting of 4 September 2019 were confirmed and were signed by the Chairperson.

#### **4. Matters Arising from Minutes of 4 September 2019**

##### **Minor Variation 2018/25/1 for the change from Single Entrance Doorways to Double Doors with Sidelights (Canister) approved at the 5 June 2019 meeting**

The CPO reported that this matter has not moved forward, but once information is received, the matter would be brought to LDCA. This is in respect of the foot path and the disabled access.

##### **2019/15 – Construction of a One Bedroom Dwelling – Nr Clinic Drive, Half Tree Hollow – Derek and Bridget Henry**

It was noted that the applicants had been invited to have a look at the Legal Agreement regarding the sewage connection on Friday, 4 October 2019.

##### **2019/44 – Extensions to Existing House to form a Double Storey – Sea View, Alarm Forest – Brian Paul Fuller**

The applicant was informed of the Authority's concerns regarding the design. He was given an opportunity to come up with a revised plan for the proposed extension. Information is awaited from the applicant.

##### **2019/54 – Extensions to Existing House to form a Conservatory and Construction of a Two Bedroom Double Storey Dwelling – Clay Gut – Reginald Williams**

The applicant was contacted with a view to submitting a re-design. However, the applicant has now advised that he wishes to go ahead with the Conservatory only and not the proposed Two Bedroom Dwelling.

#### **5. Building Control Activities/Update**

LDCA Members were given a list of Building Control Activities for the month of September 2019 for their information.

#### **6. Current Planning Applications**

LDCA Members were given a list of current development applications. There were 33 applications awaiting determination at the time of preparing the Agenda. Some are awaiting further information whilst others are in the consultation period or being addressed.

#### **7. Applications for LDCA Determination**

1)	<p><b>Application 2019/14 – Proposed Conversion of a Garage to a One Bedroom Flat – Wranghams, Sandy Bay – Debbie Fantom</b></p> <p>The Planning Assistant presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. Whilst it was noted that the main house is a grade 11 listed building, the Garage was an extension to the main building in later years. The issue of the toilet opening into the kitchen was discussed and will be addressed when the applicant applies for Building Regulations approval.</p> <p><b>Resolution:</b> The application for the Conversion of a Garage to a One Bedroom Flat was approved with conditions as recommended by the PA. A Decision Notice to issue.</p>	PA
2)	<p><b>Application 2019/39 – Proposed Extension and Alterations to Existing Wind Farm – Deadwood – Connect St Helena Ltd</b></p> <p>The Chief Planning Officer presented this application. The site falls within the Coastal Zone and the Nature Conservation Area. The proposed development is very modest in size and will sit well back from the main highway. The proposal is a small extension to existing building on the site and is considered to be acceptable.</p> <p><b>Resolution:</b> The application for Extension and Alterations to Existing Wind Farm was approved with conditions as recommended by the CPO. A Decision Notice to issue.</p>	CPO
3)	<p><b>Application 2019/47 – Proposed Conversion: Bungalow to Split Level – Barren Ground – Madolyn Andrews</b></p> <p>The Planning Assistant presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. It was noted that the proposal will encroach on crown land but Crown Estates has confirmed approval for the additional land, subject to planning approval. There were concerns over how much damage will be caused if the land was excavated close to the existing house. It was felt that demolition of the existing building was a better idea. Whilst it was highlighted that there are some structural issues regarding this proposal, these would be addressed when the applicant applies for Building Regulations approval.</p> <p><b>Resolution:</b> The application for Proposed Conversion: Bungalow to Split Level was approved with conditions as recommended by the PA. A Decision Notice to issue.</p>	PA

<p>4)</p>	<p><b>Application 2019/50 – Proposed Construction of a Two Bedroom Dwelling – Silver Hill Ridge, Levelwood - Teri Leo</b></p> <p>The Planning Assistant presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. While there were some concerns with the roof structure, these would be addressed when the applicant applies for Building Regulations approval.</p> <p><b>Resolution:</b> The application for the Construction of a Two Bedroom Dwelling was approved with conditions as recommended by the PA. A Decision Notice to issue.</p>	<p>PA</p>
<p>5)</p>	<p><b>Application 2019/56 – Proposed Internal Refurbishment of Ex Police Headquarters for the relocation of Judicial Services – Ex Police Headquarters, Jamestown – Property Division, SHG</b></p> <p>This application was deferred from the last meeting of the LDCA until information is obtained regarding the wheel chair accessibility to the toilet. The Planning Officer, in his Addendum, reported that whilst the building is currently not accessible by wheel chair, it is intended as part of phase 2 development, to make the building wheel chair accessible from the rear of the building i.e from the Jury’s Bailiffs Office. Following consideration and before a decision is made, the Authority requested a site visit be made to the area. A site visit to be arranged.</p> <p><b>Resolution:</b> The application for Internal Refurbishment of Ex Police Headquarters was further deferred for a site visit to be carried out.</p>	<p>Sec/PO</p>
<p>6)</p>	<p><b>Application 2019/61 – Proposed Demolition of Ruins at the rear of the Property and Construction of Nine Accommodation Units – opposite Pilling School, Jamestown – Johnny Isaac</b></p> <p>This application was deferred from the last meeting of the LDCA. Members raised a number of issues relating to this application and recommended that the applicant be requested to consider an improved arrangement for pedestrian access to and from the proposed development other than onto the main street and to consider a single storey development for the frontage building. The Applicant has provided revised plans showing a new access door onto the pavement through the south boundary wall. There were also concerns about the escape from the property onto a busy street in the event of a fire. However, because of the new access, emergency gathering points could now be at either side of the front building before exiting onto the street.</p>	

	<p>A spokesman from St Helena Heritage Society was granted permission to address the Members on this application. He reinforced the objection the Heritage Society had made with regard to the proposed development. Following consideration, the Authority requested a site visit be made to the area. A site visit to be arranged.</p> <p><b>Resolution:</b> The application for the demolition of ruins and Construction of Nine Accommodation Units was further deferred for a site visit to be carried out.</p>	<b>Sec/PO</b>
<b>7)</b>	<p><b>Application 2019/64 – Proposed Construction of a Two Bedroom Dwelling – Lower Cleughs Plain – Edward Bowers</b></p> <p>The Planning Assistant presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. Whilst it was noted that there could be a problem with underground water, this would be addressed when the applicant applies for Building Regulations approval.</p> <p><b>Resolution:</b> The application for Construction of a Two Bedroom Dwelling was approved with conditions as recommended by the PA. A Decision Notice to issue.</p>	<b>PA</b>
<b>8)</b>	<p><b>Application 2019/65 – Proposed Construction of a Two Bedroom Dwelling – Longwood Hangings – Andre Crowie</b></p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions.</p> <p><b>Resolution:</b> The application for Construction of a Two Bedroom Dwelling was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	<b>PO</b>
<b>9)</b>	<p><b>Application 2019/66 – Proposed Construction of a Four Bedroom Split Level Dwelling – New Ground – Shara Williams</b></p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. It was noted that permission was granted in 2009 for this site when the development had been constructed to first floor slab level. As a result of requested changes to the building, it was noted that permission had already lapsed that was granted in 2009, thus resulting in this new application. The internal layout had changed completely with modern window design.</p>	

	<p><b>Resolution:</b> The application for Construction of a Four Bedroom Split Level Dwelling was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	<p><b>PO</b></p>
<p><b>10)</b></p>	<p><b>Application 2019/69 – Proposed Raising of Roof Profile and Installation of Guttering to Existing House – White (Lodge) House, main entrance to Plantation Estate – Property Division, SHG</b></p> <p>The Planning Officer presented this application. The site falls within the Green Heartland Zone with the property being a Grade III Listed Building. It was noted that there were no drawings showing the geyser affixed to the Wall and that there were no Guttering on the House. The PO to clarify and inform the members accordingly.</p> <p><b>Resolution:</b> The application for Raising the Roof Profile and Installation of Guttering to Existing House was approved subject to the PO clarifying the issues raised with the Applicant.</p>	<p><b>PO</b></p>

## 8. Approvals by CPO under Delegated Powers

The following Development Application was dealt with under Delegated Powers by the Chief Planning Officer.

<p><b>1)</b></p>	<p><b>Application 2019/68</b></p> <ul style="list-style-type: none"> <li>– Requested : Full Development Permission</li> <li>– Proposal : Construction of a Garage</li> <li>– Location : Writing Stone, Sandy Bay</li> <li>– Applicant : Nigel and Priscilla Joshua</li> <li>– Official : Shane Williams, PO (Authorised by Ismail Mohammed, CPO)</li> <li>– Status : Approved on 24 September 2019</li> </ul>
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## 9. Minor Variations Approved by CPO

The following three Development Applications were approved as Minor Variations by the Chief Planning Officer. As normal practice key Stakeholders are approached when and where needed for Minor Variation Evaluation.

<p><b>1)</b></p>	<p><b>Application 2017/57/MV1</b></p> <ul style="list-style-type: none"> <li>– Requested : Minor Variation</li> </ul>
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	<ul style="list-style-type: none"> <li>– Proposal : To continue with development based upon the site as excavated and to form an alternative access road to the property</li> <li>– Location : Upper Cow Path</li> <li>– Applicant : Tracey Williams</li> <li>– Official : Ismail Mohammed, CPO</li> <li>– Status : Approved on 21 August 2019</li> </ul>
<b>2)</b>	<p><b>Application 2019/35/MV1</b></p> <ul style="list-style-type: none"> <li>– Requested : Minor Variation</li> <li>– Proposal : To re-position containers to become less visible and reduce the quantity of material that will need to be brought on site</li> <li>– Location : Green Hill, Sandy Bay</li> <li>– Applicant : Barry Hubbard</li> <li>– Official : Ismail Mohammed, CPO</li> <li>– Status : Approved on 11 September 2019</li> </ul>
<b>3)</b>	<p><b>Application 2019/03/MV1</b></p> <ul style="list-style-type: none"> <li>– Requested : Minor Variation</li> <li>– Proposal : To excavate sites 8m – 10m further back at a high elevation to reduce the embankment heights created thus minimizing the scarring of the landscape</li> <li>– Location : Clay Gut</li> <li>– Applicant : Nigel George</li> <li>– Official : Ismail Mohammed, CPO</li> <li>– Status : Approved on 16 September 2019</li> </ul>

## 10. Strategic Planning Matters

<b>1)</b>	<p><b>Rupert’s Valley Development Plan</b></p> <p>The CPO reported that the Working Group has met to discuss a way forward. The CPO is looking to include a new section on RVDV in the Revised LDCP currently being prepared in order to provide a policy for the future development of Rupert’s Valley area.</p>
<b>2)</b>	<p><b>Conservation Area Management Plan</b></p> <p>On hold. The Chairperson advised that this should continue as an item on the Agenda until finalised.</p>
<b>4)</b>	<p><b>LDCP Review</b></p> <p>The CPO reported that progress has been made with the number of revised chapters. The LDCP review will go out for consultation in May 2020.</p>

## **11. Any Other Business**

The CPO informed the Authority that he will not now be taking overseas leave in December and asked for the LDCA meeting to go ahead in January 2020, as scheduled.

## **12. Next Meeting**

The next LDCA Meeting is scheduled for Wednesday, 6 November 2019.

The Chairperson thanked Members for their attendance. The meeting closed at 11.55hrs.

**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**