



**St Helena
Government**

MINUTES

Land Development Control Authority Meeting

Date : Wednesday, 4 December 2019
Time : 10 am
Venue : The St Helena Community College, Jamestown

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

Also in Attendance Members of the public, including applicants.

1. Attendance and Welcome

The Chairperson welcomed all present and said that although there are just three members of the LDCA present there was a quorum.

2. Declarations of Interest

The Chairperson, Mrs Ethel Yon declared her interest in respect of applications 2019/89 and 2019/91 as she is the President of the St Helena National Trust. The St Helena National Trust submitted representations on these applications. It was noted that the Chair did not have any involvement in these matters. She said that she would leave the table when these matters are discussed. The members however asked that the Chair remain at the table when these applications are being presented.

3. Confirmation of Minutes of 6 November 2019

The Minutes of meeting of 6 November 2019 were confirmed and were signed by the Chairperson.

4. Matters Arising from Minutes of 6 November 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reported that following discussions with the applicant, it was highly likely that the Minor Variation Request would be withdrawn as the applicant intends to erect the doors as per the drawings approved. CPO will ensure that the works are undertaken and completed in accordance with the approved drawings. The CPO to remind the applicant and to report back to the LDCA.

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

It was noted that the agreement had been signed and the decision notice would now be issued.

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

It was noted that a response was received from the applicant, who is residing on Ascension asking for a meeting to be arranged with Mr Melvyn Henry, Survey Tech to discuss the Authority's recommendations on his behalf. The meeting would be arranged.

Application 2019/56 – Refurbishment of Ex Police Headquarters for relocation of Judicial Services – Ex Police Headquarters, Jamestown – Property Division, St Helena Government

Application 2019/62 – Rock Fall Mitigation and Management Strategies – James and Rupert's Valley – St Helena Government

Application 2019/70 – Comprehensive Development Residential Service Plots, Government Landlord Housing, Green Space, Retail Park, Road and Car Parking – Bottom Woods West CDA – Crown Estates, St Helena Government

Application 2019/72 – Siting of Port Security Office and Installation of Security Fence for a period of two years – Nr Rupert's Jetty, Rupert's Valley – Port Security, St Helena Government

The above four applications were presented to Executive Council at its meeting on Tuesday, 26 November for final determination and were approved subject to conditions as recommended. However, the Executive Council did not approve of the condition relating to 2019/56 that was to

restrict the use of the building for 12 months only unless the proposed phase 2 works are approved and put in train.

5. Building Control Activities/Update

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

6. Current Planning Applications

LDCA Members were given a list of current development applications. There were 27 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. It was noted that progress had been made with reducing the number of applications for the year 2018. It was also noted that progress is being made with the number of applications being dealt with for this year as can be seen from the agenda.

7. Applications for LDCA Determination

1)	<p>Application 2019/52 – Proposed Coffee Picker eco Lodges, Water Storage Ponds, Container Storage Shelter and Pump House for Hunts Vale Estate Development – Hunts Vale, Gordons Post, Alarm Forest – Axel Oberem</p> <p>The Planning Assistant presented this application. There was one representation. The site falls within the Green Heartland Zone with restrictions on built development in general. The proposal seeks to develop Hunts Vale as a Coffee Estate. The proposed development has been designed to ensure fewer trees are removed or affected with existing shrub being cleared. The proposal took into account considerable care for the land in order to conceal development within the setting to avoid visual intrusion within the National Park and the surrounding areas. It was highlighted that the proposed development is agricultural related. The colour of the Solar Panels to be black. It was noted that Connect did not object to this application.</p> <p>Resolution: The application for Coffee Picker Eco Lodges, Water Storage Ponds, Container Storage Shelter and Pump House for Hunts Vale Estate Development was approved with conditions as recommended by the PA with an added condition to take account of the colour of the Solar Panels. As the development area covers an area over 5 acres, the final decision on this development would be referred to Governor-in-Council for final determination. The Chairperson commended the PA on this report.</p>	PA
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2)	<p>Application 2017/119 – Proposed Formation of Access Road – the Butts, Rifle Range, Ladder Hill – Crown Estates Management, St Helena Government</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. It was noted that the applicant re-submitted a design similar to the initial submission, to include road spurs on to the most northern plot and those directly south of the northern cul de sac on crown land.</p> <p>Resolution: The application for Formation of Access Road was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO
3)	<p>Application 2019/83 – Proposed Installation of Fence and Bollards – Castle Gardens, Jamestown – Forestry Officer, St Helena Government</p> <p>The Planning Assistant presented this application. There was one Representation. The site falls within the Intermediate Zone and the Jamestown Conservation Area where relevant policies apply. It was noted that the design of the bollard proposed was not considered appropriate for this location and a more suitable design of bollards be considered. These are to be approved by the CPO before they are installed. The representation had suggested that Planters would be better in this location, but it was advised that whilst they would be more suitable, they are not removable to enable vehicular access. The colour of the Trellis to have a green effect.</p> <p>Resolution: The application for Installation of Fence and Bollards were approved with conditions as recommended by the PA with an added condition to take account of the colour of the Trellis. A Decision Notice to issue.</p>	PA
4)	<p>Application 2019/87 – Proposed Construction of a Three Bedroom Dwelling – Nr Bunkers Hill, Alarm Forest – Scott Stander</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. It was noted that originally the application included a detached carport using a container that would be incorporated into a built unit with gable roof. This was considered to have a negative impact from an aesthetical point of view. The applicant was however consulted on this and he had asked for the carport to be omitted from this application.</p> <p>Resolution: The application for Construction of a Three Bedroom Dwelling was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO
5)	<p>Application 2019/86 – Proposed Construction of a Three Bedroom Bungalow – Nr Harlyn, Half Tree Hollow – Danielle Stevens</p>	

	<p>The Planning Assistant presented this application. There was one Representation. The site falls within the Intermediate Zone with no Conservation Area Restrictions. The applicant agreed to sign an agreement on the non-occupancy of the property until the communal sewage system has been upgraded. The access was discussed and it was felt that a condition should be imposed to ensure better access to the site.</p> <p>Resolution: The application for Construction of a Three Bedroom Bungalow was approved with conditions as recommended by the PA with an added condition to take account of the access. A Decision Notice to issue.</p>	<p>PA</p>
<p>6)</p>	<p>Application 2019/89 – Proposed Construction of Access Road – Donkey Plain and Breakneck Valley – Stephen McDaniel</p> <p>The Chief Planning Officer presented this application. The site falls within the Intermediate Zone and the Coastal Zone. There were Representations. It was reported that a Screening Opinion was undertaken prior to the application being submitted where it was ascertained that an EIA was not required. It was noted that the site was viewed from sea. It was also noted that this proposal was not for general use but rather for use privately by heavy goods vehicles of the quarry operator. It was highlighted that the road would be upgraded for the use by emergency vehicles. With regard to the Fortification Wall, the applicant indicated that he is prepared to review the alignment once construction reaches that point, to protect it. Condition 6 in respect of the archaeology assessment was highlighted where the Authority asked that the project be monitored.</p> <p>Resolution: The application for the Construction of Access Road was approved with conditions as recommended by the CPO. As the development will be within 50m of the Sea, this application is to be referred to Governor-in-Council for final determination.</p>	<p>CPO</p>
<p>7)</p>	<p>Application 2019/91 – Proposed Alterations to Existing House to form a Bathroom, Utility Room, Storage area and to enclose the Courtyard – Church Lane, Jamestown – Mark Caswell</p> <p>The Planning Officer presented this application. Two representations were received in respect of this application. The site falls within the Intermediate Zone and Jamestown Conservation Area. A site visit was made with one of the Stakeholders who submitted a representation but the other one was not present. The main concern was the two windows. It was highlighted that the design of the window above the door should be kept within the Georgian style. A condition should be imposed in this respect.</p> <p>Resolution: The application for Alterations to Existing House to form a Bathroom, Utility Room, Storage area and to enclose the Courtyard was</p>	<p>PO</p>

	approved with conditions as recommended by the PO with an added condition to take account of the design of the window. A Decision Notice to issue.	
8)	<p>Application 2019/92 – Proposed Construction of a Two Bedroom Dwelling – New Ground – Mario Anthony</p> <p>The Planning Assistant presented this application. The site falls within the Intermediate Zone with no Conservation Area restrictions. It was noted that a site visit was carried out. It was further noted that the site has been excavated as a result of planning approval being given in 2017 to the previous owner. It was felt that gabions should be used to support the in-fill below.</p> <p>Resolution: The application for Construction of a Two Bedroom Dwelling was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PA
9)	<p>Application 2019/97 – Proposed Installation of Wireless Communication Antenna – Post Office Building and New Porteous House, Jamestown – St Helena Government</p> <p>The Chief Planning Officer presented this application. There was one representation. The site falls within the Intermediate Zone and Jamestown Conservation Area. One member voiced concern that the Antenna is too big and will be much too noticeable. The CPO to speak with the applicant for an alternative as well as details on its installation. This could be done by email.</p> <p>Resolution: The application for the proposed installation of Wireless Communication Antenna was deferred until the CPO speak with the applicant on an alternative as well as details regarding its installation. Subject to acceptable conclusion on the antenna, the application be approved with the condition as recommended. A Decision Notice can then be issued.</p>	CPO
10)	<p>Application 2019/90 – Proposed Permanent Siting of a 20ft Container for Storage of Household Items – Nr Princes Lodge, St Pauls – Adrian Sim</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area Restrictions. The proposal was assessed against the Policy on Siting of Containers and its Use. In Condition 5.iii – it should be amended to read “the walls of the Container to be painted so as to match the existing house”.</p> <p>Resolution: The application for Permanent Siting of a 20ft Container for Storage of Household Items was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO

11)	<p>Application 2019/93 – Proposed Construction of a Two Bedroom Two Storey Dwelling – Clay Gut – Dave Stevens</p> <p>The Planning Assistant presented this application. The sites falls within the Intermediate Zone with no Conservation Area Restrictions. It was noted that a previous application was submitted but refused on the grounds of drainage issue in the area of Half Tree Hollow. With regard to the design of this proposal, there could be alternative design options to suit the existing location. The applicant was contacted to consider alternative design on this proposal but he did not wish to consider a revised design. It was agreed that (a) the application be approved for the connection to the proposed sewage system based on a successful percolation test and approved by the CPO, however, if the test fail then (b) to sign up to the legal agreement for non-occupancy on completion.</p> <p>Resolution: The application for the Construction of a Two Bedroom Two Storey Dwelling was approved with conditions as recommended by the PA. A Decision Notice to issue.</p>	PA
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8. Approvals by CPO under Delegated Powers

The following two Development Applications were dealt with under Delegated Powers by the Chief Planning Officer.	
1)	<p>Application 2019/77</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Construction of a Triple Garage – Location : Dreams Abode, Nr Princes Lodge – Applicant : Andrew & Syrena Ellick – Official : Shane Williams, PO (authorise by Ismail Mohammed, CPO) – Status : Approved on 7 November 2019
2)	<p>Application 2019/88</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Covered area Extension – Location : Lower Cow Path, Half Tree Hollow – Applicant : Nicholas Bargo – Official : Paul Scipio, PA (authorised by Ismail Mohammed, CPO) – Status : Approved on 7 November 2019

9. Minor Variations Approved by CPO

The following Development Application was approved as a Minor Variation by the Chief Planning Officer. As normal practice key Stakeholders are approached when and where needed for Minor Variation Evaluation.

1)	Application 2019/01/MV1 <ul style="list-style-type: none">– Requested : Minor Variation– Proposal : To relocate the Site to the eastern side of the plot to reduce the length of the proposed access track– Location : Clay Gut– Applicant : Nicholas John– Official : Ismail Mohammed, CPO– Status : Approved on 31 October 2019
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10. Strategic Planning Matters

1)	Rupert's Valley Development Plan <p>The CPO reported that there has been no progress since the meeting two months ago.</p>
2)	Conservation Area Management Plan <p>On hold. The Chairperson advised that this should continue as an item on the Agenda until finalised.</p>
3)	LDCP Review <p>The CPO reported that there have been considerable progress where three quarters of the chapters have been dealt with. It is hoped that the remainder will be done within the next three weeks. Deadline being the end of January 2020. The consultation will be carried out in March and reported to ENR Committee and at the end of March it is hoped to be ready to be reported to the Executive Council.</p>

11. Any Other Business

The CPO advised that the second Developers Forum will be held in February 2020.

12. Next Meeting

The next LDCA Meeting is scheduled for Wednesday, 15 January 2020.

The Chairperson thanked Members for their attendance. The meeting closed at 13.30hrs.

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

Chairperson to the LDCA

Date