



**St Helena
Government**

MINUTES

Land Development Control Authority Meeting

Date : Wednesday, 26 February 2020
Time : 10 am
Venue : Training Room One, opposite the St Helena Community College Jamestown

Present	Mrs Ethel Yon OBE	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)
	Mr Paul Scipio	Planning Assistant (PA)
	Mrs Karen Isaac	Secretary
Apologies	Mr Paul Hickling	Deputy Chairperson
	Mr Gavin George	Member

Also in Attendance Three Members of the public, including applicant.

1. Attendance and Welcome

The Chairperson welcomed all present and thanked members for attending. The Chairperson asked for the members of the public to please sign the attendance register.

2. Declarations of Interest

The Chairperson, Mrs Ethel Yon made it known that she has no interest to declare and that she is no longer a member of the St Helena National Trust. Member, Mr Karl Thrower declared his interest in respect of application 2019/114 as he has a contract with the Prison Project for CCTV related work. Planning Assistant, Paul Scipio declared his interest in application 2019/106 as he had drawn the plans for the applicant before starting contract as planning Assistant with SHG, but has had no involvement in the development application

or its assessment. The Chairperson however, stressed that it is as an Officer and not as a member of the LDCA.

3. Confirmation of Minutes of 15 January 2020

The Minutes of meeting of 26 February 2020 were confirmed and were signed by the Chairperson.

4. Matters Arising from Minutes of 15 January 2020

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 the applicant have previously considered withdrawing this request now wishes the LDCA to consider this application as a minor variation.

UPDATE: This was left for the CPO to decide.

Application 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.

UPDATE: A meeting has been arranged for Friday, 6 March 2020 with the Applicant's Agent to discuss.

Application 2019/97 – Installation of Wireless Communications Antenna – Post Office Building and New Porteous House, Jamestown – St Helena Government.

This application was deferred from a previous meeting for the CPO to speak with the applicant on an alternative position for installation or equipment in order to minimise the impact of the installation on the listed building.

UPDATE: The CPO had discussed with the applicant and the IT advisor following which permission had been granted. A decision notice had now been issued. One member was concerned about this outcome and stressed that this could set a precedent for similar applications from property/business owners who have multiple business premises. It was therefore agreed to ascertain what the minutes said in respect of this decision. The CPO stressed that all applications will be dealt with on their merit and he did not see any issue as a precedent. At this point and time Mr Andrew Pearce, a member of the public, asked if he could make a point of interest, which was granted by the Chairperson. He said that his understanding was that in the ordinance this application could not be dealt with under delegated powers and should not be granted. The CPO stressed that from the assessment that was made on site with the equipment, whilst it would be visible, however the installation would be considered to be acceptable, would not be unsightly given the size and nature of the equipment being installed

under the canopy of the second floor verandah. The applicant had also stressed the transmission speed of the IT equipment was important for their service and that the equipment requested meets with their service needs. The Minutes of the decision on this development application confirmed that CPO had acted with the decision made by the Authority at its meeting on 4 December 2019.

5. Building Control Activities/Update

LDCA Members were given a list of Building Control Activities for the month of February 2020 for their information.

6. Current Planning Applications

LDCA Members were given a list of current development applications. There were 28 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>Application 2019/18 – Proposed construction of a two Bedroom Dwelling – near High Knoll, Red Hill – Claire George</p> <p>The Planning Officer presented this application. This application was discussed in June 2019 and was deferred as concerns were raised by members with regards to the size of the rooms. It was found that some rooms were too small and so did not meet building regulations requirements. The appearance of the proposed building was also of concern due to the lack of symmetry on the elevations. From a meeting held with the applicant, revised drawings were received where the foot print has been increased by nine square metres, the verandah has been omitted and the lounge enlarged. The staircase has been altered and the entrance to the bathroom has been rearranged. The external appearance has also been amended with additional glazing and windows aligned symmetrically. The appearance of the proposed building is more aesthetically pleasing compared to the initial submission and satisfies Building Control requirements.</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>	PO
2)	<p>Application 2019/112 – Proposed replacement of and additional Solar Type Street Lights – central and lower Jamestown – Infrastructure & Transport Directorate, SHG</p>	

	<p>The Planning Assistant presented this application. There were three representations that were considered but it was stressed that none of them are the remit of the Planning Section. Two of them are identical. The proposed street lights will be located in two different zones – the Heritage zone from the Market area to the lower Wharf and the non-Heritage zone above the Market area southwards to the bottom of Constitution Road. There are currently 77 high energy consumption streetlights installed between the Jamestown Wharf and the bottom of Constitution Road. There are 34 in the Heritage Conservation area, below the Jamestown Market and 43 in the non-heritage area. In order to comply with the specification for lights in the Heritage zone it is planned to replace all streetlights with LED mains Heritage type streetlights. It was noted that the design are similar to the existing street lamp that is located on the pavement outside of the Canister building in Jamestown. The new LED lights are a replica of the traditional Heritage lanterns and will enhance the area with its heritage lantern appearance, they are down facing and thus is dark sky compliant. One member asked that the lights be of the same colour. Mr Andrew Pearce spoke in respect of his representation, he reaffirmed his concerns with the lack of clear information with this application. However, he was happy with the lamp design and layout presented at the meeting. It was stressed that there are guidelines in place and they must be adhered to.</p> <p>Resolution: The application for replacement of and additional Solar Type Street Lights was approved with conditions as recommended by the PA with an additional condition for the same colour lights. This application is to be referred to Governor-in-Council for final determination as the site exceeds five acres of the area.</p>	CPO
3)	<p>Application 2019/67 – Proposed construction of a Garage and Deck extension – Brewery Yard, Jamestown – Ivy and Phillip Newman</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone within the Jamestown Conservation area. There was one Representation where concerns were raised on vehicular access and the width and right of way for emergency vehicles. It was noted that the building is not listed and because the proposal will traverse over two parcel numbers (the applicant and the neighbour), written consent was given from the neighbour for the applicant to proceed with the proposal. The proposal is to remove a section of wall and concrete steps and to construct a Garage with deck and would provide a replacement pillar to replicate the existing appearance, albeit a little narrower, as negotiated with the applicant. This will involve some minor excavation works. It was noted that the Garage would have an adverse impact on the setting. An alternative design was</p>	

	<p>suggested to the applicant but due to limited space it was not possible to re-position the Garage further to the South. The width of the access measures approximately 5.5 metres, therefore, there is no access restriction or concerns with accessibility and existing right of way for emergency vehicles</p> <p>Resolution: The application for construction of a Garage and Deck was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	<p>PO</p>
<p>4)</p>	<p>Application 2019/114 – Proposed new HM Prison and Custody Building – Bottom Woods – Prison Project Board</p> <p>The Chief Planning Officer presented this application. The site falls within the Coastal zone/National Conservation area and an important wire bird area. Two representations were received, one from the St Helena Airport Limited (SHAL) and the other from St Helena National Trust (SHNT) in respect of the development application. The CPO highlighted that in September 2019 approval was given in outline for the development of the new Prison. The approval was subject to two conditions. This was recommended to Governor-in-Council. The CPO highlighted the conditions making reference to the details that would be required when a full application is submitted. The representations were read out by the CPO where one raised concern over the impact of the proposed development on the functions of the Airport and its aviation operations, however, some questions and concerns in general were about the overall development plans for Bottom Woods and Horse Point areas that could have a direct or indirect effect of the Airport and aviation operations. The SHAL conclude that the development plans for the Prison are noted and at present expected to have a very low impact upon airport operations. Their concerns related to roof lights, sewage treatment plant, wind catchers, design/pre-construction phase and overall changes to Bottom Woods area. It was noted that those concerns raised can be overcome through design and detailed review as highlighted by the CPO. The issues raised by SHNT relates to the effect on the National Conservation area and the importance of the wire bird, being the islands only surviving endemic land bird and its habitat, where crucial appropriate mitigation and compensatory measures should be put in place to safeguard the wire bird population in the area of the proposed development and the annual wire bird census that is being done by the Trust that they will be happy to share with the Planning Office. The CPO stressed that the principles of the development has already been established when the outline development was approved. It was noted that no comments were raised on the proposed design or the contents of the Conservation Management Plan (CMP) as the CMP states that it had been prepared in full consultation with the Conservation Officer at SHNT. It was</p>	

	<p>pointed out that the latest correspondence received on 30 January 2020 from the SHNT could not be considered as it related to issues in principle and should have been at the outline development application stage. It was further noted that the response was received outside of the consultation period. In considering, it was felt that some landscaping should be done but it was emphasised that this will need to be monitored. It was mentioned however, that trees may not be a good idea growing in front of a Prison as they can grow quite tall. Mention was also made relating to the colour of the fence.</p> <p>Resolution: The application for a new HM Prison and Custody Building was approved with conditions as recommended by the CPO, with an added condition for landscaping and the colour of the fencing. This application is to be referred to Governor-in-Council for final determination as the development of buildings or sites are to be used for the custody of persons sentenced or ordered by a Court to be imprisoned or otherwise detained, whether for a fixed period or indefinitely or otherwise for purposes connected with the administration of justice or emergency services.</p>	<p>CPO</p>
<p>5)</p>	<p>Application 2019/115 – Proposed Custody Suite – Coleman House, Jamestown – Police Directorate, St Helena Government</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone within the Jamestown Conservation area. The proposal is to demolish the existing Toilets, Showers and Crime Scene Investigation Unit and to construct a Custody Suite. The building that is to be demolished has no historical significance or connection with the Burial Ground. The proposal is in keeping with the surrounding buildings and will bring numerous benefits that will complement the existing function of the site. Mention was made of the Exercise yard although it was confirmed that it is really not an exercise yard but rather used to allow persons in custody to smoke. It was questioned whether this proposal was replacing the approval originally given in a previous application. The applicant was allowed to speak to clarify the concern raised. Anything further arising from this application is to come back to the LDCA. It was clarified that an Archaeological Watching Brief would be undertaken during the construction phase. It was noted also that in a previous application, an advisory was put in place for the covering of the drains.</p> <p>Resolution: The application for a Custody Suite was approved with conditions as recommended by the PO and subject to a watching brief being undertaken when footing works takes place. This application is to be referred to Governor-in-Council for final determination as the development of buildings or sites are to be used for the custody of persons sentenced or</p>	<p>PO</p>

	<p>ordered by a Court to be imprisoned or otherwise detained, whether for a fixed period or indefinitely or otherwise for purposes connected with the administration of justice or emergency services.</p>	
6)	<p>Application 2019/113 – Proposed Renewal of Development Permissions 2012/66 and 2015/119 – Broad Bottom Farm, Thompsons Hill – Paul O’Sullivan, Trade Winds St Helena Island</p> <p>The Chief Planning Officer presented this application. The site falls within the Green Heartland zone. There were a number of Representations. The proposal is for the renewal of development permissions granted in 2012 and the amendment in 2016. The CPO asked if this application should be considered as a renewal or a new application as the Legislation has not changed and the Land Development Control Plan is still in place. It was noted that many of the issues raised from the representations received questioned the impact on the islands natural environment and eco system, particularly the water resources. It was noted that the application do not include any drawings or supporting documents as no change has been made to the previous proposal. In considering this application members advised that two conditions be imposed in that the approval is given for three years ONLY and that no guarantee as to whether any further renewals will be given and there were also two informatives. Members were also advised that no works can commence until the applicant obtains cognizant of the Building Regulations approval and these must now meet the current regulations. It was noted that a number of consultation meetings were held on island when the original development proposal was formulated and that there was considerable support from those responded.</p> <p>Resolution: The application for renewal of Development Permissions 2012/66 and 2015/119 was approved with conditions as recommended by the CPO with two additional informatives as above. This application is to be referred to Governor-in-Council for final determination as the site exceeds five acres in area.</p>	CPO
7)	<p>Application 2019/109 – Proposed extension to existing Building to form a Psychiatric Intensive care Unit – the General Hospital, Jamestown – Health Directorate, St Helena Government</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone and the Jamestown Conservation area. The proposal is to carry out alterations to the existing north east side Ward on the first floor of the Hospital. It was noted that the external appearance of the Building will be affected hence the reason for this application. The proposal is to convert the Ward into a Psychiatric Intensive Care Unit. Works will involve the</p>	

	<p>demolition of the existing blockwork wall and removing the existing window and storage cupboard on the external wall. The corner of the verandah will then be enclosed and the room will be utilised as an en-suite. At the entrance to the unit, a sally port is proposed where a block wall and doors will be constructed to separate the carer from the patient. The changes will result in two proposed windows on the northern elevation and the wall next to the existing office will be blocked up. There was discussion with regards to some of the details of the design and construction, particularly the position on the partition wall that would be immediately behind the window.</p> <p>Resolution: The application for extension to existing Building to form a Psychiatric Intensive Care Unit was approved with conditions as recommended by the PO. This application is to be referred to Governor-in-Council for final determination as the development of the building is to be used for health services.</p>	<p>PO</p>
<p>8)</p>	<p>Application 2019/106 – Proposed construction of a three Bedroom, Split Level Dwelling – Clay Gut – Dwayne Osborne</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation area restrictions. The proposal is to construct a three Bedroom Dwelling. The appearance of the Building will be similar to those already in the area and complies with the policies. It was stressed that the proposal do not comply with Building Regulations in that there should be a block door to the Patio and that there are fire doors between the accommodation and the Garage. This is to be conveyed to the applicant as an advisory.</p> <p>Resolution: The application for construction of a three Bedroom, Split Level Dwelling was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	<p>PO</p>

8. Approvals by CPO under Delegated Powers

<p>The following Two Development Applications were dealt with under Delegated Powers by the Chief Planning Officer.</p>	
<p>1)</p>	<p>Application 2019/105</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Siting of a 20ft Container for storing household items for a period of two years – Location : Sea View – Applicant : D Robbertse – Official : Ismail Mohammed, CPO

	– Status : Approved on 16 January 2020
2)	Application 2019/108
	– Requested : Full Development Permission
	– Proposal : Covered area extension
	– Location : Two Gun Saddle
	– Applicant : Patrick A Williams
	– Official : Ismail Mohammed, CPO
	– Status : Approved on 21 January 2020

9. Minor Variations Approved by CPO

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

1)	Application 2019/69/MV1
	– Requested : Minor Variation
	– Proposal : To extend the corrugated iron over the existing concrete roof for protection and to prevent any further leakage
	– Location : Entrance to Plantation, White Gate
	– Applicant : Housing Section, St Helena Government
	– Official : Ismail Mohammed, CPO
	– Status : Approved on 29 January 2020

10. Strategic Planning Matters

1)	Rupert's Valley Development Plan
	The CPO reported that there have not been much progress since the new year. It was understood that a new plan for Rupert's and its related port activities has been prepared and perused. Members stressed that they were not aware of this.
	The CPO informed members at this time that a Screening Opinion request has been submitted for the development of a Port Facility at Rupert's.
2)	Conservation Area Management Plan
	On hold. The Chairperson advised that this should continue as an item on the Agenda until finalised.
3)	LDCP Review
	The CPO reported that a number of weekly meetings have been cancelled due to members not being available. He reported that there are still a few more chapters to deal with and it is hoped that the consultation process will start in April/May of this year.

11. Any Other Business

The CPO informed members that he will be on overseas leave from 27 June to 15 August 2020 and asked if the meeting for July could take place a week before on 24 June and for the August meeting on 19 as he returns to work on 17 August 2020.

12. Next Meeting

The next LDCA Meeting is scheduled for Wednesday, 4 March 2020.

The Chairperson thanked Members for their attendance. The meeting closed at 12.35hrs.

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

Chairperson to the LDCA

Date