



**St Helena
Government**

MINUTES

Land Development Control Authority Meeting

Date : Wednesday, 6 May 2020
Time : 10 am
Venue : The Council Chamber, Castle, Jamestown

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

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

1. Attendance and Welcome

The Chairperson welcomed all present and thanked members for attending. It was noted that the meeting for the 1 April 2020 was cancelled. This cancellation was in line with the St Helena Government's social distancing policy with regard to the Coronavirus.

2. Declarations of Interest

There were no declarations of interest to declare.

3. Confirmation of Minutes of 4 March 2020

The Minutes of meeting of 4 March 2020 were confirmed and signed by the Chairperson.

4. Matters Arising from Minutes of 4 March 2020

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

At the meeting of 4 March 2020, it was reported that the Agent would be submitting revised drawings for this proposal. Since then a meeting was held with the applicant on 6 March 2020, and feedback from the Applicant was awaited.

Exco Memoranda

Application 2019/112 – Replacement of and additional Solar Type Street Lights – Central and Lower Jamestown – Infrastructure and Transport Directorate, St Helena Government

Application 2019/114 – New HM Prison and Custody Building – Bottom Woods – Prison Project Board

Application 2019/115 – Custody Suite – Coleman House, Jamestown – Police Directorate, St Helena Government

The above three development applications were approved by Executive Council on 10 March 2020. Decision Notices have been issued.

Application 2019/109 – Extension to Existing Building to form a Psychiatric Intensive Care Unit – Health Directorate, St Helena Government

Application 2019/113 – Renewal of Development Permissions 2012/66 and 2015/119 – Broad Bottom Farm, Thompsons Hill – Trade Winds St Helena Island

The above two development applications were approved by Executive Council on 7 April 2020. It was noted that in respect of application 2019/113 permission will lapse and cease to have effect five years from the date of the Decision Notice and not three years as recommended by the LDCA. This was because Council felt that the global situation had changed dramatically since the LDCA had considered the application for renewal in February this year. A directive was received on 27 April 2020. Decision Notices would now be issued.

The CPO advised that leading up to the third year, the situation regarding application 2019/113 would be checked. A discharge of planning condition in respect of the Environmental Management Plan had been received.

Application 2020/05 – Change of Use from Residential Care Home to ten units of one Bedroom Social Housing Flats – Barn View, Longwood – Property Division, St Helena Government

This application is still with Executive Council.

5. Building Control Activities/Update

LDCA Members were given a list of Building Control Activities for the months of March and April 2020 for their information.

6. Current Planning Applications

LDCA Members were given a list of current development applications. There were 22 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 2020/06 – Proposed Erection of a Sign (2m x 1 m) Lower Wharf, Jamestown – Craig Yon</p> <p>The Chief Planning Officer presented this application. The site falls within the Intermediate Zone and in the Heritage Coast Historic Conservation Area. It was noted that this was a retrospective application where the applicant is seeking permission to retain the advertisement sign, on the front elevation of a grade 111 listed building on the Jamestown Wharf. It was noted that the building sits next to a similar style of building and in similar business use - Scuba Diving that was given approval for an advertisement sign in September 2018. The CPO stressed that the applicant would need to have a better proposal and said that he would work with the owner of both businesses to achieve this. There were representations to this proposal. Mr Pearce was granted permission to speak. Because this being for a temporary period only, it was considered that a memo should be sent to the Governor in Council with the recommendation for approval.</p> <p>Resolution: The application to retain the advertisement Sign (2m x 1m) as erected was approved until 21 September 2021 with conditions as recommended by the CPO. A Memo to be sent to Governor-in-Council informing them of this temporary proposal. The CPO to work with the Applicant on a better proposal.</p>	CPO
2)	<p>Application 2020/07 – Proposed Change of Use from Class B1 to Class A1 (Storage Warehouse to Fishmongers) – Old Customs House – Lower Wharf, Jamestown – Andrew Yon</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone and proposed Heritage Coast Conservation Area. This is a Grade II Listed building. The application is to change the Old Customs House, currently vacant, into a Fishmongers operation and to utilise the existing signage board. Works to be undertaken are internal to form two rooms, a waiting area and also a preparation area. Two stud walls would be</p>	

	<p>constructed and a single door. It was noted that the hand basin and the fish waste would be connected into a one cubic metre water tank where the applicant intends to empty the tank on a daily basis and recycled and used as garden water. Due to issues with the drainage, the applicant cannot connect into the existing line. There were representations to this proposal. Mr Andrew Pearce was given permission to speak.</p> <p>Resolution: The application for Change of Use from Class B1 to Class A1 (Storage Warehouse to Fishmongers) was recommended for approval with conditions as recommended by the PO. To be remitted to the Governor-in-Council for final determination. A Decision Notice to issue following decision from Executive Council.</p>	<p>PO</p>
<p>3)</p>	<p>Application 2020/08 – Proposed Demolition of Existing Prefabricated House and Construction of a Two Bedroom Dwelling – New Ground – Jason T Augustus</p> <p>The Chief Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area restrictions. The application is to demolish the existing prefabricated house that is in bad repair and to construct a traditional concrete blockwork, two bedroom bungalow styled house with garage attach.</p> <p>Resolution: The application for Demolition of Existing Prefabricated House and Construction of a Two Bedroom Dwelling was approved with conditions as recommended by the CPO. A Decision Notice to issue.</p>	<p>CPO</p>
<p>4)</p>	<p>Application 2020/14 – Proposed Construction of a Double Garage, Bedroom with En-Suite, Utility Room and Entertainment Room with Patio Extension – Two Gun Saddle – D Robbertse</p> <p>The Chief Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area restrictions. The application is to alter the existing house both internally and externally, to construct a double garage and a two storey extension. There were concerns with this proposal when it was discussed in a pre-application meeting with the Applicant. It related to the external appearance of the two storey extension. It was suggested to the Applicant that he should consider a one and a half storey extension. However, the applicant wanted to retain the original design as he felt that it presented him with the best first floor layout in terms of space. Although the application was recommended for approval, in considering the design of the extension, Members felt they could not support the proposed design as it was not coherent with the developments in the area and therefore advised that the application be refused.</p>	

	<p>Resolution: The application for Construction of a Double Garage, Bedroom with En-Suite, Utility Room and Entertainment Room with Patio Extension was refused as the proposed design of the extension did not respect the design and character and is overpowering for the original building, contrary to the objectives of policy IZ.1 (a), (b) in that the scale, layout and proportions of the proposed development is not coherent with the original building. A Decision Notice to issue. The Applicant has a right of Appeal.</p>	CPO
5)	<p>Application 2020/22 – Proposed Alterations and Extensions to Existing House to form a Double Storey Dwelling – Bellview, Southern – Ian Stevens</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone. The application is to alter and extend on top of the existing house to form a double storey dwelling. Demolition works would have to be undertaken with the addition of new ground floor walls. Although concerns were raised, they were not the remit of the LDCA to deal with and would be dealt with when the applicant applies for Building Regulations approval.</p> <p>Resolution: The application for Alterations and Extensions to Existing House to form a Double Storey Dwelling was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO
6)	<p>Application 2020/15 – Proposed Two Storey Storage Facility – Half Tree Hollow – Jonathon Fuller</p> <p>The Chief Planning Officer presented this application. The site falls within the Intermediate Zone with no Conservation Area restrictions. The application is for a two storey storage facility with the first floor built on top of two existing Shipping Containers. The CPO stressed a concern in that the proposal is an extensive design for building to be used for storage, but welcomed the approach and highlighted conditions two and three if the proposal was to be granted. One Member felt that this is not a good idea and questioned why there is to be a spiral staircase in a Storeroom? This concern however was not the remit of the LDCA, but a matter for the Building Inspector to deal. Members asked if an informative could be put in place in that the applicant obtains the necessary information from an Engineering Specialist in the handling of works relating to the Containers, and to consider the structural aspect of the development to be load bearing.</p> <p>Resolution: The application for proposed Two Storey Storage Facility was approved with conditions as recommended by the CPO, subject to the necessary informative. A Decision Notice to issue.</p>	CPO
7)	<p>Application 2020/25 – Proposed Removal of Tree Limbs – The Canister, Jamestown – Crown Estates Management, St Helena Government</p>	

	<p>The Planning Officer presented this application. The site falls within the Intermediate Zone, in the Jamestown Conservation Area. The application is to undertake maintenance and safety works to the tree on the pavement outside the Canister, Jamestown. It is proposed to remove a number of limbs that are hanging low that have an impact on vehicular traffic using the road to Napoleon Street. It was noted that there is a Tree Specialist on Island. There was a representation. Mr Pearce was given permission to speak and thanked the PO for taking the Heritage concerns forward and said he had worked on this application very well.</p> <p>Resolution: The application for Removal of Tree Limbs was approved with conditions as recommended by the Planning Officer. A Decision Notice to issue.</p>	<p>PO</p>
<p>8)</p>	<p>Application 2020/27 – Proposed Zulu Remembrance Monument – Jacobs Ladder Viewing Platform – Tourism, St Helena</p> <p>The Chief Planning Officer presented this application. The site falls within the Coastal Zone in the National Conservation Area. The application is to install a Zulu Remembrance Monument in recognition of the number of Zulu prisoners who were exiled on the island between 1907 and 1910. It is proposed to erect a single sided stone monument with carving of a shield and a brass plaque with appropriate wording. The monument will be mounted on a small concrete base. There will also be a plinth measuring 300mm with stone edging. Mr Andrew Pearce was allowed to speak where he said that the CPO had misquoted the comments made by the Heritage Society. The quote as written in the report was not actually what they quoted.</p> <p>Resolution: The application for a Zulu Remembrance Monument was approved with conditions as recommended by the CPO to recommend to the Governor-in-Council for final determination. A Decision Notice to issue following decision by Executive Council</p>	<p>CPO</p>
<p>9)</p>	<p>Application 2020/26 – Proposed Doorway – at the rear of Atlantic Store, Jamestown – Michael Stevens</p> <p>The Planning Officer presented this application. The site falls within the Intermediate Zone in the proposed Jamestown Conservation Area. This is a Grade II Listed Building. The application is to remove the existing window and a section of the wall to form a new Doorway for servicing of the Store. At present when goods are transported to the Store this is being done by hand trolley via Main Street that is considered to be busy. The use of the proposed doorway would help solve the issue of using the Main Street area delivering stock to the shop. It was stressed by a member that this may be potentially</p>	

	<p>dangerous with traffic on the narrow street. Following discussion, it was agreed that there should be a further condition to specify delivery times when the door at Narra Backs could be used.</p> <p>Resolution: The application for a New Doorway was approved with conditions as recommended by the PO subject to an additional condition to take account of the times that this door way could be used. A Decision Notice to issue.</p>	<p>PO</p>
<p>10)</p>	<p>Application 2020/30 – Proposed Siting of the Replica Water Fountain – The paved area, the Canister, Jamestown – Enterprise St Helena</p> <p>The Chief Planning Officer presented this application. The site falls within the Intermediate Zone in the National Conservation Area. The application is to install a Replica Water Fountain on the edge of the extended pavement outside the Canister, Jamestown. The installation of the Replica Water Fountain is to replace the Rock Fall Water Fountain that was erected in memory of those who lost their lives through the rock fall incident in 1890. The proposal should be considered as public art and its location is assessed against the Built Heritage Policy of the Land Development Control Plan (LDCP). It was noted that the proposed location for this installation are well used for sitting and is a busy pedestrian access and therefore not considered to be wide enough to install or provide public art feature. The installation of the Replica Water Fountain would compromise pedestrian safety particularly during the hours of daylight when there is considerable pedestrian movement. There were three Representations to this proposal. Mr Pearce was allowed to speak. It was noted that a discussion took place with the applicant. Members felt that the location is not the right place to install the Replica Water Fountain as the area is not considered to be wide enough. It was mentioned that other areas such as the Castle Gardens, the area of the Coffee Shop in Jamestown could be looked at for the siting. It needs to be sited in an area that is more peaceful. Following consideration, it was agreed that the application be refused as recommended by the CPO.</p> <p>Resolution: The application for siting of a Replica Water Fountain was refused for reasons as recommended by the CPO, in that i) the proposal fails to comply with the objectives of the Built Heritage Policy for the proposed development in the location on the pavement outside the Canister as it fails to enhance the character and heritage objectives of the Conservation Area. li) the proposed development as a “public art” feature in the street scene fails to be a prominent landmark as it would be obscured by the vehicles parked in front of it; and iii) the proposed development would restrict pedestrian movement along the pavement by obstructing an important</p>	<p>CPO</p>

thoroughfare and also compromise the safety of pedestrians. A Decision Notice to issue. The Applicant has a right of appeal.	
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8. Approvals by CPO under Delegated Powers

The following six Development Applications were dealt with under Delegated Powers by the Chief Planning Officer.	
1)	<p>Application 2020/09</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Minor Tree Maintenance and Tree Surgery Works – Location : Brick House, Jamestown – Applicant : Crown Estates Management, St Helena Government – Official : Shane Williams, PO (authorised by Ismail Mohammed, CPO) – Status : Approved on 13 March 2020
2)	<p>Application 2020/12</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Construction of a Garage/Porch – Location : Alarm Forest – Applicant : Simon Francis – Official : Shane Williams, PO (authorised by Ismail Mohammed, CPO) – Status : Approved on 13 March 2020
3)	<p>Application 2020/13</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Alterations and Extensions to Existing House to form a Kitchen, Lounge and Patio – Location : Upper Cow Path, Half Tree Hollow – Applicant : Jolene Leo – Official : Shane Williams, PO (authorised by Ismail Mohammed, CPO) – Status : Approved on 13 March 2020
4)	<p>Application 2020/17</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Minor Tree Maintenance and Tree Surgery Works – Location : The Canister and Duke of Edinburgh Playground, Jamestown – Applicant : Crown Estates Management, St Helena Government – Official : Shane Williams, PO (authorised by Ismail Mohammed, CPO) – Status : Approved on 13 March 2020
5)	<p>Application 2020/10</p> <ul style="list-style-type: none"> – Requested : Full Development Permission

	<ul style="list-style-type: none"> – Proposal : Change of Roof Profile, Extension to form a Patio and Decking and Embankment Excavation – Location : Francis Plain Road – Applicant : Susan Harris-Henry – Official : Paul Scipio, PA (authorised by Ismail Mohammed, CPO) – Status : Approved on 31 March 2020
6)	<p>Application 2020/19</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Replacement of First Floor Windows on the West Elevation – Location : Pikes Cottage, Jamestown – Applicant : Maud Violet Thomas – Official : Shane Williams, PO (authorised by Ismail Mohammed, CPO) – Status : Approved on 3 April 2020

9. Minor Variations Approved by CPO

The following four 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.

1)	<p>Application 2018/54 MV2</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : Additional Blockwall in the Dining/Lounge Area to form a Utility Room and to re-position the windows on the western elevation to coincide with the internal layout – Location : Sapper Way – Applicant : Shalane Thomas – Official : Ismail Mohammed, CPO – Status : Approved on 13 March 2020
2)	<p>Application 2017/88 MV2</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To use Existing Access originally intended for construction purposes as permanent access to the newly constructed House – Location : Longwood Hangings – Applicant : Charlotte Williams – Official : Ismail Mohammed, CPO – Status : Approved on 2 March 2020
3)	<p>Application 2015/97 MV1</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To add two additional Windows in the Master Bedroom and to enlarge existing Windows in the Lounge from 2.4m x 1.2m to 2.4m x 1.57m

	<ul style="list-style-type: none"> – Location : Gumwoods, St Pauls – Applicant : Justin Stevens – Official : Ismail Mohammed, CPO – Status : Approved on 26 March 2020
4)	<p>Application 2015/102 MV1</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To re-position the development as a result of Crown Estates re-parcellation. (The development will move west by approximately 10 – 15m) – Location : Rifle Range, Ladder Hill – Applicant : Sidonio Benjamin – Official : Ismail Mohammed, CPO – Status : Approved on 21 April 2020

10. Strategic Planning Matters

1)	<p>Rupert’s Valley Development Plan</p> <p>The CPO reported that no progress has been made on the RVDP.</p>
2)	<p>Conservation Area Management Plan</p> <p>On hold. The Chairperson advised that this should continue as an item on the Agenda until finalised.</p>
3)	<p>LDCP Review</p> <p>The CPO reported that progress has been made and the review is almost complete with completion hopefully end of May, early June 2020. It will come before the LDCA before it goes out for public consultation.</p>

11. Any Other Business

Bradleys.

A question was asked as to what is taking place at Bradleys Camp? The CPO informed the Authority that works that are taking place at Bradleys are being exercised under the Emergency Powers and are therefore exempt from planning control as well as Building Control. The CPO was not acquainted on anything relating to the works at Bradleys. The CPO to email the link on emergency powers to members of the Authority.

Appeal Hearings

The CPO reported that the Appeal hearing for application 2019/46 for a New Cemetery will be held on Wednesday, 13 May 2020 at 10 am in the Court House, Jamestown to which Members

of the Authority can attend. A Statement, prepared by CPO has been submitted for the hearing and a copy would be sent to members for their information. The Appeal hearing for application 2019/61 for demolition of ruins and construction of nine accommodation units will be heard on Monday, 25 May 2020 at 10 am at the Court House, Jamestown, to which members can also attend. A Statement again prepared by the CPO has been submitted for the hearing and a copy will be sent to members for their information.

12. Next Meeting

The next LDCA Meeting is scheduled for Wednesday, 10 June 2020.

The Chairperson thanked Members for their attendance. The meeting closed at 13.55hrs.

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

Chairperson to the LDCA

Date