



St Helena
Government

MINUTES

Land Development Control Authority Meeting

Date : Wednesday, 1 September 2021
Time : 10 am
Venue : The St Helena Community College Large Conference Room, Jamestown

Present

Mrs Ethel Yon OBE	Chairperson
Mr Paul Hickling	Deputy Chair
Mr Gavin George	Member
Mr Ralph Peters	Member
Mr Gerald Yon	Member
Mr Ronald Scanes	Member

Mr Ismail Mohammed	Chief Planning Officer
Mr Shane Williams	Planning Officer (PO)
Mr Paul Scipio	Temporary Planning Officer (TPO)
Mrs Karen Isaac	Secretary

Apologies

Mr Karl Thrower	Member
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Also in Attendance One Member of the public

1. Attendance and Welcome

The Chairperson welcomed all present, thanked members for attending and welcomed back the CPO and said that she hoped he had enjoyed his leave.

2. Declarations of Interest

Member, Mr Ralph Peters declared his interest in respect of application 2021/54 as he is a family member of the Applicant. The Members agreed that the Member remain at the table when this item of business is discussed but not to partake in any discussion.

3. Confirmation of Minutes of 4 August 2021

The Minutes of meeting of 4 August 2021 were confirmed and signed by the Chairperson.

4. Matters Arising from Minutes of 4 August 2021

Application 2020/60 – Erection of a Notice Board – the St Helena Yacht Club, the Wharf, Jamestown – Stephen Coates

Nothing further has been received from the Applicant. To be reviewed in 6 months.

Press Release to the Public regarding Planning Procedures

The Chairperson informed the meeting that she had spoken to both Medias and they asked that the CPO send them another request regarding radio interviews on planning procedures and they would be happy to discuss. The CPO to send them details on what is to be discussed.

ACTION: CPO

Application 2020/35 – Development of Trade Winds Ocean Village CDA - Horse Pasture – St Helena Developments Limited

The CPO advised that he is providing some details to be included in the Agreement. The Agreement is in the process of being prepared and would be dealt with in the coming weeks. The Agreement is part of a condition.

ACTION: CPO

Minor Variations

The Chairperson advised that this matter was discussed on 21 June 2021 when unfortunately she could not attend as she was sick. The Authority agreed at the 21 June meeting that the paper produced by the LCPO in January 2017 be revoked but stressed that guidelines should be prepared to assist both the Planning Staff and the general public.

ACTION: CPO to prepare guidelines.

Rupert's Valley Development Plan

The CPO advised that he has started work on the RVDP and would be finalised over the next two months.

ACTION: CPO

Application 2021/22 – Proposal to retain the structures within the Mule Yard, Jamestown

The matter was discussed with the CPO concerning the directive from the Clerk of Councils. The CPO stressed that the Executive Council gives guidance and he uses his professional judgement in respect of their guidance and the conditions that are being placed. It was noted that the Applicant would have to come back with his proposal on the upgrading and improvements of the Mule Yard. A reminder would be sent once the 3 months has elapsed from the date of the Decision Notice.

ACTION: CPO

Application 2021/37 – Fuel Station, Convenience Store with Instore Café and Supporting Services with EIA – Bottom Woods – Crown Central

The Application was supported by the LDCA on 21 June 2021. The CPO advised that the report is almost complete and a date would be agreed for the Application to be heard by Executive Council.

ACTION: CPO

Application 2020/70 – Construction of a Joiners Workshop and Siting of a 20ft Container for Storage Purposes – Below the Rock Club, Half Tree Hollow – Mark Anthony

The PO advised that confirmation had been received from Connect St Helena Ltd that they still provide a service of emptying septic tanks and/or cesspits as long as the sites are accessible by truck. The matter is now closed.

Application 2021/43 – Construction of a Bus Shelter – Red Hill Junction, Levelwood – Property Division, TI&SD portfolio, St Helena Government

The Application was refused on 4 August 2021. However, it was highlighted that a fence with wooden posts had been erected in the area and the Authority requested that this matter be looked into.

ACTION: PO to investigate.

5. Building Control Activities

LDCA Members were given a list of Building Control Activities for the month of August 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. There were 3 to be advertised, 6 that are in the consultation period whilst others are being addressed. The CPO said that every effort would be made to having the number of outstanding applications reduced. It was asked if the Temporary Planning Officer would be retained. The CPO to put a request to the Portfolio Director to recommend the services of the TPO be retained. The Chairperson offered to assist. It was further said that the matter of staff shortages in Planning always be highlighted.

7. Applications for LDCA Determination

1)	Application 2021/44 – Construction of a Covered Area for Glass Crusher – Half Tree Hollow – Chris Bargo The TPO presented the application. The site falls within the Intermediate Zone and not in any proposed conservation area. The TPO highlighted that in June and July 2020 a similar	
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	<p>development application was discussed in the LDCA meeting where members deferred decision for the Officer to consider how the proposal would relate to adjacent sites under the ownership of the applicant’s partnership company “Ambledale Workshop”. Discussions took place with Crown Estates and a site visit was also carried out. Following further discussions and additional information obtained, the members considered this and agreed that the application be refused on the grounds of noise pollution.</p> <p>This application is to Construct a Covered Area for a Glass Crusher facility and also to site a 20ft Container that have a mix use of both commercial and industrial. The applicant had considered the reason for refusal on the previous development submission and it is now proposed to enclose the structure around the glass crushing unit with used tyres filled with glass insulated concrete. The benefits include sound insulation, fire resistance, weather proof and high durability.</p> <p>The proposal was assessed against what is now proposed and was considered to be in compliance with the LDCP policies.</p> <p>In considering the application, Members recommended that all of the tyres be cladded and that sand would be a better option in filling the tyres which would alleviate noise pollution but also make it easier for removal in the future if there was a need to.</p> <p>Resolution: The application for a Covered Area for Glass Crusher was approved with conditions as recommended by the TPO with an added condition to take account of the cladding of all tyres and an advisory that the tyres be filled with loose sand and not concrete. A Decision Notice to issue.</p>	<p>TPO</p>
<p>2)</p>	<p>Application 2021/53 – Bedroom, Carport and Verandah Extensions to Existing House – Sapper Way – Errol Duncan</p> <p>The TPO presented the application.</p> <p>The site falls within the Intermediate Zone and not in any proposed conservation area. The structure proposed is a bedroom, toilet, carport and verandah extension onto the existing house. The proposal requires some demolition and alterations to the existing house.</p> <p>The TPO highlighted that the proposed extension creates an appearance that is somewhat different from the existing both on the front, side and rear elevations due to the additional reinforced concrete columns, but felt it was still acceptable in terms of siting, orientation, scale and massing.</p> <p>The proposal was assessed against the LDCP policies.</p>	

	<p>In considering the application, Members wondered whether there would be any support to the main road but it was stressed that the road would not be undermined. It was noted that the Carport is adjacent to the Bedroom with a window opening onto the carport, therefore Members requested that the Applicant be advised that the Carport should not be enclosed at any stage.</p> <p>Resolution: The application for Bedroom, Carport and Verandah Extensions to the Existing House was approved with conditions as recommended by the TPO subject to the Applicant being advised that the Carport should not be enclosed. A Decision Notice to issue.</p>	<p>TPO</p>
<p>3)</p>	<p>Application 2021/54 – Construction of a Four Bedroom, Split Level Dwelling – The Hermitage, St Pauls – Adrian March and Michelle Francis</p> <p>Member, Mr Ralph Peters having declared an interest but remained at the table for this item of business, as agreed by the Authority.</p> <p>The TPO presented the application.</p> <p>The site falls within the Intermediate Zone and not in any proposed conservation area. The Applicant’s initial proposal was to construct a bungalow design house but the steepness of the land and the narrowness of the site did not allow for a bungalow design if excavation was required. From a pre-application meeting, a split level design was submitted that allowed lower embankments to be created. A septic tank and soak away are proposed within the site boundary.</p> <p>The proposed development has been assessed against the LDCP policies.</p> <p>In considering the application, Members stressed that an agreement should be put in place as the existing road runs through the neighbouring property.</p> <p>The embankment would be 3.6m high and close to the house and Members wondered whether this would be permitted. The TPO stated that the embankment would be one metre away from the house. The stability of the embankment was also questioned, but it was highlighted that the proposal was to excavate at the regulated 60 degree and that soil condition would not be known until the site is excavated.</p> <p>It was stressed that the “Embankment Policy” should be incorporated in to the LDCP stipulating that embankments should not exceed 3m in height, instead of reading ‘generally’. At this point it was mentioned about the designers lack of understanding limits on excavations and designing buildings to suit the land was a matter of concern. In this respect it was felt that the</p>	

	<p>public should be made aware that designing of their homes should be done to suit the topography of the land. The CPO to bring this to attention in his discussion with the Media services and to advise Applicants that they should not go beyond the 3 m policy.</p> <p>The number of access points to the dwelling was questioned, but it was established that there were three which were acceptable.</p> <p>Members felt that a general condition should form part of the Decision Notice, “that any embankment should not exceed a height of three metres.”</p> <p>Resolution: The application for construction of a Four Bedroom, Split Level Dwelling was approved with conditions as recommended by the TPO with an informative to take into account the 3m embankment. A Decision Notice to issue.</p>	TPO
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8. Approvals by CPO and PO under Delegated Powers:

<p>The following Two Development Applications were dealt with under Delegated Powers by the Planning Officer.</p>	
<p>1)</p>	<p>Application 2021/11:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Construction of a Double Garage and Walkway – Location : Woody Ridge, Levelwood – Applicant : Godfrey Phillips – Official : Paul Scipio, Temporary PO (authorised by Shane Williams, PO) – Approved : 15 July 2021
<p>2)</p>	<p>Application 2021/55:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Siting of a 20ft Container for storing Household Items for Two Years – Location : Blackfield, Longwood – Applicant : Fredrick Nathaniel Crowie – Official : Paul Scipio, Temporary PO (authorised by Shane Williams, PO) – Approved : 5 August 2021

9. Minor Variations Approved by CPO & PO

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

1)	<p>Application 2020/50/MV1:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To Reposition the House to the West by approximately 2m, omit the Two Windows in the Garage on the Northern Eastern Elevation and Install a Window on the South Eastern Elevation of the Garage and extend the Verandah to the North East on the Front Elevation by 3.55m – Location : Longwood Road – Applicant : John Vago – Official : Shane Williams, PO – Approved : 22 July 2021
2)	<p>Application 2016/51/MV2:</p> <ul style="list-style-type: none"> – Requested : Minor Variation – Proposal : To Excavate an additional 0.8 – 1m of land on the eastern boundary – Location : Red Hill, St Paul's – Applicant : Tiffany Lawrence – Official : Shane Williams, PO – Approved : 3 August 2021

10. Discharge of Conditions by CPO and PO: NIL

11. Strategic Planning Matters

1)	<p>Rupert's Valley Development Plan</p> <p>The CPO advised that this would be dealt with within the next two months. Once completed the Plan would have to be presented to Legco.</p>
2)	<p>Conservation Area Management Plan</p> <p>On hold. To continue as an item on the Agenda until finalised.</p>
3)	<p>LDCP Review</p> <p>The document was scrutinised by the LDCA and the comments compiled by the Secretary. The comments were sent to the Portfolio Director of ENRP on 17 August 2021 for the next course of action. The CPO advised that this is ongoing and the document would be re-visited, taking into account the comments made by the LDCA. The deadline is 13 September 2021.</p>

12. Any Other Business

There were no further business to discuss.

13. Next Meeting

The next LDCA Meeting is scheduled for 6 October 2021.

The Chairperson thanked Members for their attendance. The meeting closed at 11.50hrs.

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

Chairperson to the LDCA

Date