



St Helena
Government

MINUTES

Land Development Control Authority Meeting

Date : Wednesday, 1 December 2021
Time : 10 am
Venue : The St Helena Community College Main Hall, Jamestown

Present	Mrs Ethel Yon OBE	Chairperson
	Mr Paul Hickling	Deputy Chair
	Mr Ralph Peters	Member
	Mr Gavin George	Member
	Mr Lawson Henry	Member
	Mr Ismail Mohammed	Chief Planning Officer (CPO)
	Mr Shane Williams	Planning Officer (PO)
	Mr Paul Scipio	Planning Officer (PO)
	Mrs Karen Isaac	Secretary
	Miss Kaylee Odean-Piek	Administration Assistant
Apologies	Mr Ronald Scanes	Member
	Mr Gerald Yon	Member

Also in Attendance Four Members of the public, including Applicants

1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for attending.

2. Declarations of Interest

Member, Mr Lawson Henry declared his interest in respect of application 2021/60 as he is a family member of the neighbour.

3. Confirmation of Minutes of 3 November 2021

The Minutes of meeting of 3 November 2021 were confirmed and signed by the Chairperson.

4. Matters Arising from Minutes of 3 November 2021

Press Release to the Public regarding Planning Procedures

The CPO advised that the radio interview has taken place with Saint FM on Thursday, 25 November 2021 and the one with SAM's would take place on 2 December 2021.

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

It was noted that the Agreement between Solomon & Company and St Helena Development Limited was in process of being finalised. The CPO advised that planning permission for the development had to be granted before the Applicant could purchase the land and this was required to be reflected in the Agreement. Once the Agreement had been finalised, the Decision Notice would then be issued.

ACTION: CPO

Minor Variations

The matter was discussed on 21 June 2021. The Authority agreed at the 21 June meeting that the paper produced by the LCPO in January 2017 be revoked but advised that guidelines should be prepared to assist both the Planning staff and the general public. This was still to be dealt with by the CPO and POs.

ACTION: CPO and PO to prepare guidelines for the next LDCA meeting.

Rupert's Valley Development Plan

The CPO advised that this would now be dealt with by the Director of ENRP.

ACTION: Director

Application 2021/79 – Construction of a Workshop, Office, Carpentry Shop and Store Room – Ruperts – Adrian Duncan

The Application was supported by the LDCA On 6 October 2021 and the CPO advised that it would be presented to the next Executive Council meeting. It was however noted that the application was put on hold by the Castle but is scheduled to be presented on 9 December 2021.

ACTION: CPO

Application 2021/77 – New Car Park – Adjacent to the Road at Maldivia, Upper Jamestown – Capital Programme Section

The CPO advised that this Application did not need to go to Executive Council as it was a Micro Project. The Decision Notice had therefore been issued.

Application 2021/61 – Installation of a New Scientific Stilling Well – New Wharf at Ruperts Bay – Jeffrey P Pugh

LDCA supported this application and would be referred to Executive Council for approval on 9 December 2021.

5. Building Control Activities

LDCA Members were given a list of Building Control Activities for the month of December 2021 for their information.

6. Current Planning Applications

LDCA Members were given a list of current Development Applications. There were 20 applications awaiting determination at the time of preparing the Agenda.

7. Applications for LDCA Determination

1)	<p>Application 2021/60 – Retention of Tyre Retaining Wall (Retrospective Application) – Deadwood Plain – Patrick Crowie</p> <p>Member, Mr Lawson Henry having declared his interest in the application was allowed to remain at the table but not to take part in any discussion.</p> <p>The application was deferred from the meeting of 3rd November 2021 to allow a site visit to be carried out in order for the Authority to review the development that had been undertaken and also to assess the impact on the neighbouring property and the wider landscape. A site visit was carried out on 16th November 2021.</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following further discussion, the Authority approved the Application and requested that within 12 months the Applicant carry out planting of vegetation in and around the Tyre Retaining Wall in order to reduce the visual impact onto the neighbouring property and within the wider landscape. The Applicant should not increase the height or the length of the Existing Tyre Retaining Wall without the consent of the LDCA.</p> <p>Resolution: The Application to Retain the Tyre Retaining Wall was approved with conditions as recommended by the CPO with a further 2 additional conditions to take account of the planting of vegetation and that no further development should take place without the consent of the LDCA.</p>	CPO
2)	<p>Application 2021/86 – Construction of a Cement Store – Solomon’s Supermarket and DIY Store, Half Tree Hollow – Solomon & Company Plc</p>	

	<p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>The Authority requested that before any development commences, the Applicant should reroute and make safe the new pathway for pedestrian use, free from obstacles and wide enough to allow freedom of movement, ensuring that the right of way for neighbours is not affected during construction works and on completion of the development.</p> <p>Resolution: The application for construction of a Cement Store was approved with conditions as recommended by the PO with an additional condition to take account of the pathway and the safe use for pedestrians. A Decision Notice to issue.</p>	<p>PO</p>
<p>3)</p>	<p>Application 2021/70 – Access Road and Alterations and Extensions to Existing Dwelling – Cow Grass Flats, Ball Alley, Blue Hill – Russell Harrison</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, Members queried where the alignment of the road was in relation to the existing track and the distance from Distant Cottage and if the location was far away from any natural ravine. It was noted that there were multiple cross sections and a steepness of 3.7m. Members were shown the plan where they noted that most of the bank was under 3m high but one section was over 3m. It was agreed that a further condition should be imposed for the Applicant to retain the trees around the property and also for the planting of vegetation.</p> <p>Resolution: The Application for Access Road and Alterations and Extensions to Existing Dwelling was approved with conditions as recommended by the PO with an added condition to take account of the retention of the trees and planting of vegetation. A Decision Notice to issue.</p>	<p>PO</p>
<p>4)</p>	<p>Application 2021/87 – Change of Windows and Doors to UPVC – No. 10 Barracks Square, Jamestown – Geoffrey Augustus</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Concern was expressed about the extent of the tilt and turn proposed for the new windows that could affect larger vehicles when passing on the street. It was therefore agreed that a condition should be included to state that the opening of the new windows on the street elevation should be modified, if required, so as to not extend further than the existing ones.</p>	

	<p>Resolution: The application for Change of Windows and Doors to UPVC was approved with conditions as recommended by the PO with an added condition that the tilt and turn windows on the street elevation do not exceed the opening distance of the existing windows. A Decision Notice to issue.</p>	PO
5)	<p>Application 2021/91 – Installation of Photovoltaic Panels – Warrens Wholesale Store, Jamestown – Solomon & Company Plc</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Members questioned whether the roof structure would be strong enough to hold the panels but the PO advised that this would be the responsibility of the applicant to seek advice from a suitably qualified person.</p> <p>Resolution: The application for Installation of Photovoltaic Panels was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO
6)	<p>Application 2021/88 – Construction of a Three Bedroom Dwelling – Sapper Way – Julia Benjamin</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority approved the proposed development.</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
7)	<p>Application 2021/96 – Installation of Photovoltaic Panels – The Consulate Hotel, Main Street, Jamestown – Consulate Investments</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority approved the proposed development.</p> <p>Resolution: The application for Installation of Photovoltaic Panels was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	PO
8)	<p>Application 2021/94 – Construction of a Two Bedroom Dwelling – Barren Ground – Melanie Richards</p>	

	<p>PO presented the application, outlining the main issues for consideration and the background information as detailed in the “Handling Report” and recommended approval.</p> <p>Members highlighted the need for Applicants to speak with the Planning Officers before they submit planning applications. It was stressed that Applicants should inform Planning Officers when they have reached the required height, rather than continuing with the excavation. It was felt that the CPO should make this point in his Radio talk the following day. It was also felt that the LDCP should be more specific in terms of the height of embankments. The Authority noted the assessment made by PO.</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>	<p>PO</p>
<p>9)</p>	<p>Application 2021/92 – Installation of Photovoltaic Panels – Solomons DIY Bulk Store, Jamestown – Solomon & Company Plc</p> <p>PO presented the application, outlining the main issues for consideration as detailed in the “Handling Report” and recommended approval.</p> <p>Following discussion, the Authority approved the proposed development.</p> <p>Resolution: The application for Installation of Photovoltaic Panels was approved with conditions as recommended by the PO. A Decision Notice to issue.</p>	<p>PO</p>

8. Approvals by CPO/PO under Delegated Powers

<p>The following Two Development Applications were dealt with under Delegated Powers by the CPO/PO.</p>	
<p>1)</p>	<p>Application 2021/63:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Road and Embankment Stabilisation Works – Location : Scotland – Applicant : Capital Programme Section, St Helena Government – Official : Shane Williams, PO (authorised by Ismail Mohammed, CPO) – Approved : 11 November 2021
<p>2)</p>	<p>Application 2021/72:</p> <ul style="list-style-type: none"> – Requested : Full Development Permission – Proposal : Construction of a Garage

	– Location	:	Near Salts Shop, Half Tree Hollow
	– Applicant	:	Brian Coleman
	– Official	:	Paul Scipio, PO (authorised by Ismail Mohammed, CPO)
	– Approved	:	17 November 2021

9. Minor Variations Approved by CPO: NIL

10. Discharge of Conditions by CPO: NIL

11. Strategic Planning Matters

1)	Rupert's Valley Development Plan The CPO advised that due to work load he was not able to progress this as agreed. This would now be progressed by the Director.
2)	Conservation Area Management Plan On hold. To continue as an item on the Agenda until finalised.
3)	LDCP Review The CPO advised that the final document is almost complete.

12. Any Other Business

The CPO thanked everyone for their time, having spent two and a half years working with them as he would be leaving the island soon and said that he hoped that he had worked to a professional standard. The Chair thanked the CPO for his contribution and wished him and his wife all the very best for the future.

13. Next Meeting

The next LDCA Meeting is scheduled for 12 January 2022.

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