

MINUTES

Land Development Control Authority Meeting

Date : Thursday, 13th February 2025
Time : 10 am
Venue : St Helena Community College Main Hall, Jamestown

Present:	Mrs Ethel Yon OBE	Chairperson
	Miss Mandy Peters	Member
	Mr Lawson Henry	Deputy Chair
	Mr Gavin George	Member
	Mr Ronald Scanes	Member
	Mr Ian Gough	Member
	Mr Gerald Yon	Member
	Ms Patricia Coyle	Head of Planning & Building Control (HoP&BC)/Chief Planning Officer (CPO)
	Mr Shane Williams	Senior Planning Officer (SPO)
	Miss Petra Joshua	Planning Officer (PO)
	Mrs Karen Isaac	Secretary

Also in attendance:

Two members of the public, including Applicant/Objector.

1. Attendance and Welcome

The Chairperson welcomed all present and thanked Members for their attendance.

There was a correction made to the Agenda regarding Application number 2024/02 that should read 2025/02.

2. Declarations of Interest

There were no Declarations of Interest to declare.

3. Confirmation of Minutes of 16 January 2025

The minutes of 16 January 2025 were confirmed and signed by the Chairperson as a true record of the meeting.

4. Matters Arising from Minutes of 16 January 2025

Application 2024/13 – Installation of Fence (Retrospective Application) – the Coffee Shop, Jamestown: Jill Bolton

It was noted that the Enforcement Notice had been drafted and a response on legal advice had recently been received from the AG's Chambers. Notice to be served.

ACTION: CPO

Top part of the wall at the Jamestown Swimming Pool

There was nothing further to report. Consideration to be given to the issuing of an Amenity Notice in an effort to speed things up as major concerns had been expressed by the Authority. It was agreed for the Notice to be served.

ACTION: SPO

Application 2023/55 – Construction of a Two Bedroom, Split Level Dwelling – Young's Valley: Belfred McDaniel

It was noted that a new Application for remedial works had been received and was registered on 13th February 2025. The related submission for condition discharge had been withdrawn until the new application is determined. The new Application would be presented at a future meeting of the LDCA.

ACTION: SPO

Unauthorised Development – Clayton Vanguard

It was noted that a plan showing the drainage had been received electronically from Mr Clayton Vanguard; however, hard copies are now awaited from the Draughtsman who is currently off island. To be followed up once the Draughtsman is back on island. A question was asked how much development had taken place? The SPO advised that 70% of excavation had taken place.

ACTION: SPO

Unauthorised Development – Adrian John

It was noted that a site visit by the Planning Officers to the property at Terrace Knoll would be carried out on Tuesday, 18th February 2025 to obtain any details and information that Mr John might have. To be reported upon at the next meeting.

ACTION: CPO/SPO

Application 2024/31 – Change of Use from Residential Care Home to (HMO) House of Multiple Occupation – Barn View, Longwood: Property Division, St Helena Government

It was noted that the Application was presented to GiC on Thursday, 6th February 2025 and approval was given. Confirmation awaited from GiC.

ACTION: CPO

Application 2024/48 – Construction of Water Storage Tank adjacent to Cason’s Car Park, Blue Hill: Connect St Helena Ltd

Following a deferral to enable a site visit to take place on Tuesday, 10th December 2024, revised drawings were received to take account of the Authority’s concern. The Application was therefore placed on the Agenda for determination.

Application 2024/51 – Balcony and Verandah at the Yacht Club with Secondary means of escape: The St Helena Yacht Club

It was noted that the Application was presented to GiC on Thursday, 6th February 2025 and approval was given. Confirmation awaited from GiC.

Application 2024/57 – Installation of Draped Mesh Netting –Side Path Road: Capital Programme Section

The Decision Notice was issued on 10 February 2025. No further action required.

5. Building Control Activities

Members were provided with a paper on the activities for the month of January 2025 for their information. This was noted with no comments made.

6. Current Planning Applications

Members were provided with an updated report on current applications. It was noted that there were 10 Applications awaiting determination: 3 awaiting Governor-in-Council decision, 3 to be assessed and 4 was in the advertising period.

7. Applications for LDCA Determination

Application 2024/48 – Construction of Water Storage Tank – Cason’s Car Park, Blue Hill: Connect St Helena Ltd

The Application was discussed at the LDCA meeting on 5th December 2024 and was deferred for a site visit to be undertaken to assess the location and potential impact of the development. A site visit was carried out on 10th December 2024. It was determined that a revised scheme should be considered for the tank to be situated to utilise the natural berm on-site.

A revised plan had been received following the site visit.

The relevant policies of the LDCP 2012 that are applicable are: The Green Heartland, Water Supplies Policies and Emergency and Public Services.

In assessing, the tank would now be situated against the natural berm. This would result in the tank having less visual impact from the eastern side and minimise harm. The development would be a key piece of infrastructure and consideration had been made to reduce the harm along with conditions relating to the colouring of the tank to ensure there were no adverse impacts resulting from the development on the landscape.

Although the revised scheme was considered acceptable, the Authority asked that an additional condition be imposed for the Applicant to remove the existing tank and any plinths within 6 months of the installation of the new tank.

Resolution: The Application for Construction of Water Storage Tank was recommended for approval by the GiC with an additional condition to require the removal of the existing tank and plinths. The application to be referred to Governor-in-Council for approval.

Application 2024/64 – Covered Area consisting of 2 x 20ft Containers to either side with an Apex Roof over – Break Bulk Yard, Rupert’s Container Handling Port Facility: Capital Programme Section, EDIP, St Helena Government C/o Kyle Shoesmith

The SPO presented and gave an outline of the Application.

The application site is within the Break Bulk Yard, Rupert’s Container Handling Port Facility, formerly Hay town House Gardens. Hay town House is situated directly south of the site and the surrounding garden walls are Grade III Listed, with the plot designated within the Coastal Zone.

While there were no Stakeholder objections, there were comments made by the Heritage Society and Maritime Services.

The relevant policies of the LDCP 2012 that are applicable are: The Coastal Zone, Built Heritage Policies and Employment premises.

In assessing, the Break Bulk Yard was approved under development application 2020/41 as part of the Rupert's Container Handling Port Facility. Activities within this Yard as stated in the approved application was the storing of break bulk items and the parking of container stackers.

The siting of the structure, together with its scale and form would have a visual impact on the setting of Grade III Listed Hay town House, particularly when viewed from the northern elevation of the House. While a higher design quality could have been provided by a built for purpose building, rather than the use of containers to support an Apex roof, containers would be prevalent in the break bulk area and covers supported by containers are a feature elsewhere on St Helena. The proposal would result in some minor harm as a result of its design, siting, scale and massing. The applicant's revised scheme reduced the harm from that of the original submission so that the high point of the apex coincides with that of the Verandah on Hay town House and shares a similar pitch and style. It is not considered that the harm identified would be significant. The proposal was considered in accordance with Policies BH1 & BH2 in respect of impact on the Built Heritage.

The proposed structure at over 500 cubic meters with a apex height of 4.7m would be visible from public viewpoints along the spine road and public footpaths either side and through Rupert's Valley The roof structure would only protrude approximately 1.6m above the top of the site's security fencing that would sit behind and to the sides of the proposed covered area. As the structure would be located within a break bulk yard with an industrial/warehousing use, it was not considered that the overall impact would detract from visual amenities of the locality.

In respect of residential amenity, the occupiers of Hay town House would be the most affected. However, the use of the Break Bulk Yard had already been granted consent and the only issue would be in moving the container area to the southern boundary and whether any significantly greater noise and disturbance would occur. The proposed development would be supporting activities that were already permitted within the yard, as well as being no change in comparison to operations such as large machinery and cargo being placed within close proximity of the southern fence, which could be considered more of a nuisance to the residential property. As it would not intensify or deviate from the currently approved use, it was not considered that the proposed development would result in any adverse impact on the amenity of the residential occupiers.

In considering, one member felt that the plans were brief and did not show the elevations. It was noted that the fence would go around the perimeter and would sit behind the elevation. It was further noted that there was no objection from Maritime.

Resolution: The Application for Covered Area consisting of 2 x 20ft Containers to either side with an Apex Roof over was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/01 – Retention of Electrical Box Installation – Former PWSD Store, Grand Parade, Jamestown: Property Division, St Helena Government

The PO presented and gave an outline of the Application.

This plot is located within the mixed use area of Lower Jamestown, where it is designated within the Intermediate Zone and falls within the Jamestown Historic conservation area. The Former PWSD Store is a Grade III Listed building.

The applicant is seeking Planning permission for a recently erected electrical box to retain its placement at the front of the external wall of Former PWSD Store (Listed Grade III) building, located to the western side at the Grand Parade in Lower Jamestown. The purpose of the installation of the electrical box is a temporary measure to provide power to a mobile food trailer at the location. The arrangement had always been temporary as the Heritage Society has had the building on lease since 2015 with a view to developing the building into a Culture Centre. The applicant confirmed that they are requesting a maximum of one year temporary consent.

There were no representations but comments received from two Stakeholders.

The relevant Policies of the LDCP 2012 that are applicable are the Intermediate and Built Heritage Policies.

The installation of the electricity box is a temporary measure and of a relatively small scale with minimal impact on the fabric, character and appearance of the listed building and on the character and setting of the Jamestown Historic Conservation Area.

An objection was received from Connect St. Helena Energy, who installed the electrical box, advising that the service line/ cable should be placed underground and that the electrical box needs to be “fixed on to a proper structure according to safety standards”. The Applicant responded to this objection stating: “as this is a temporary arrangement, it would not be feasible to have the cable installed underground and that, as it was Connect St. Helena Energy who installed the electrical box, it is assumed that the installation would have been done to their own safety standards.”

The Heritage Society made a comment stating there are no heritage concerns, however, as per an agreement with the food trailer operator, the electrical box would need to be removed when the Cultural Centre work resumes. The Heritage Society had advised that it is envisioned that work would recommence around the end of March 2025, but this is not a definitive start date.

The installation is a temporary arrangement and is considered to be relatively easy to dismantle when no longer required, with little to no bearing on the visual and structural integrity of the building.

The proposal complies with the Built Heritage policies and could be supported on a temporary basis that it would be removed in one years’ time or by the recommencement of the Cultural Centre, whichever came first.

In considering, one member wondered if there was a temporary agreement period for the proposal noting the comments from the Heritage Society that the Box would need to be removed when the Cultural Centre work resumes. The CPO clarified that the Application was for the retention of the Electrical Box Installation for a period of one year. The CPO further stated that approval had been given originally for a Box to be installed at Rickmers for the current user of the electrical facility. The Applicant had requested a temporary consent for one year but it was anticipated that the actual duration might be less based on the current circumstances. Concern was expressed about electrical safety, indicating that the current situation regarding the box was unclear and unsafe. There was a consensus among the members that safety should be the first priority and agreed to consider the comments made by Connect St Helena Ltd. The CPO suggested that if the concerns were about public safety and are valid, the application could be refused and a new application would be required to be submitted. Concerns were also expressed regarding the lack of clarity on the structure changes proposed by Connect St Helena Ltd. There was a need to understand whether the structure meets public safety requirements. A Member considered that electric safety standards should be met. It was agreed for the CPO to speak to Connect to clarify the reasoning behind the proposed structure changes and ensure that they comply with public safety standards before proceeding. Members voted to approve the proposal subject to Connect confirming that the box is safe. The CPO to advise members by email on the outcome and providing the box itself is safe, to issue the Decision Notice.

Resolution: The Application for Retention of Electrical Box Installation was approved with conditions as outlined in the handling Report subject to the CPO seeking clarity on whether the box is safe; if Connect confirms that the box is safe, Decision Notice to be issued.

Application 2025/02 – Retention of Installation of Electric Vehicle (EV) Charger – Museum Car Park: Derek Pedley

The SPO presented and gave an outline of the Application.

The EV charger and associated EV vehicle charging bays were originally approved under development application 2024/33 as an EV charging station for a temporary period of four months until January 2025 when Planning Condition 1 required the unit to be removed.

The current application is for the retention of the EV charger only; it was submitted within the four-month temporary period. The request is to retain the installation of the EV charger within the Museum Car Park. The charger itself is approximately 256mm x 193mm x 106mm and finished in black.

The applicant had confirmed that none of the public parking spaces near the charger are requested to be specifically allocated as part of the proposal for permanent

retention of the EV charger. The applicant is aware that permission should, in any event, be sought from the Highways Authority who are responsible for parking spaces/the public car park prior to any parking spaces being used in connection with the retained charger.

There were no objections but a comment was received from the Economic Development Portfolio.

The relevant policies of the LDCP Plan 2012 that are applicable are the Intermediate Zone, Built Heritage Policies and the St Helena Sustainable Economic Development Strategy 2023 – 2033.

In assessing, the application is to retain the installed EV charger at the Museum Car Park. Any member of the public, who owns an electric vehicle would have the opportunity to use the charger via an app provided to them by the applicant/service provider such that it would be a private service. The Charger unit would not be amended from that approved and could, as previously, be considered as supporting infrastructure.

There was a lack of policy within the LDCP (2012) specifically relating to EV Chargers and given that there are a number of electric vehicles already on-island, there is the intention by the applicant to import additional EV vehicles imminently.

In terms of the siting and design, as previously, the Charger is very limited in scale, of dark colour and is located away from more historic/tourist areas and it is not considered to result in any significant visual harm to the setting of any listed building or on the special character and appearance of the Jamestown Heritage Conservation area itself.

As the applicant had not requested that any parking bays are associated with the EV Charger as an EV charging station, any non-EV vehicles would be able to park in the parking spaces nearest the Charger, even if/when EV vehicles need to be charged. It was of concern that there might be resulting inconvenience for other users of the public car park, in particular if EV vehicles are parked behind non-EV vehicles parked in the two bays nearest the EV charger or, if the parking spaces are full, that long cables might be stretched out over the car park area and could cause inconvenience. This is compounded by the “slow” charging nature of the EV charger in that the period of time being inconvenienced could be long. A suitable condition is proposed to ensure that other users of the public car park are not inconvenienced if EV vehicles cannot use the nearest bays to the EV Charger for charging.

The development would provide infrastructure that enables the opportunity for current and future electric vehicle owners to utilise a private service that is not currently available (subject to applying for the applicant’s app). By enabling this type of development, this should encourage the importing of electric vehicles by the local community and businesses, thereby reducing the need for vehicles to continue to be

reliant on the immediate use of fossil fuels in the form of petrol or diesel, providing for a more sustainable solution for the island into the future.

The proposal would be acceptable in respect of Built Heritage Policies and those generally for the Intermediate Zone.

In considering, a member raised concern regarding the lack of parking associated with the Charger that might affect non electric vehicles parking in the bay. It was highlighted that there could be inconsiderate parking by vehicles not using the EV charger that could obstruct access and create safety hazards for pedestrians and other vehicles. It was noted that consent would need to be obtained from Highways Authority regarding the requirement of parking spaces prior to the use of the EV charger. A condition would be attached to seek to ensure that other users of the public car park are not inconvenienced by those using the EV Charger. Members asked that the Applicant provide assurance that no obstruction is caused to other users.

Resolution: The Application for Retention of Electrical Vehicle (EV) Charger was approved with conditions as recommended in the Handling Report subject to a further condition with regard to obstruction to other road users. Decision Notice to issue.

8. Approvals by CPO/SPO under Delegated Powers

Application 2024/63:

– Requested	:	Full Development Permission
– Proposal	:	Covered Area
– Location	:	Near the Rock Club, Half Tree Hollow
– Applicant	:	Alan Benjamin
– Official	:	Petra Joshua, PO (authorised by Patricia Coyle, CPO)
– Approved	:	27 January 2025

9. Minor Variations approved by CPO

Application 2022/73/MV2:

– Requested	:	Minor Variation
– Proposal	:	To Relocate Kitchen Door from the rear (south east) elevation to the side (north east elevation) within the Dining Room area. This was in respect of Construction of a 2 Bedroom Dwelling that was approved on 11 October 2022.
– Location	:	Colt Sheds, Longwood
– Applicant	:	Clint Fowler
– Official	:	Patricia Coyle, CPO
– Approved	:	9 September 2024

Application 2022/82/MV1:

– Requested	:	Minor Variation
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- Proposal : To Replace the Window with a Door on the western elevation within the Lounge and to Install an additional Window within the proposed Utility Room on the south east elevation. This was in respect of Lounge and Utility Extensions that was approved on 23 December 2022.
- Location : Lower Half Tree Hollow
- Applicant : Helena Bennett
- Official : Patricia Coyle, CPO
- Approved : 9 September 2024

Application 2020/87/MV5:

- Requested : **Minor Variation**
- Proposal : To change the approved Hillside Erosion measures from Hillside Netting to a Single Tier of 1x1x1m gabions on a 235m stretch of Field Road. This was in respect of the Rehabilitation of Field and Side Path Roads that was approved on 3 February 2021.
- Location : Field and Side Path Roads
- Applicant : Capital Programme Section, SHG
- Official : Patricia Coyle, CPO
- Approved : 22 November 2024

Application 2024/50/MV1:

- Requested : **Minor Variation**
- Proposal : To Enclose the front Covered area with slide Doors and Window. This was in respect of a Covered area, Garage and Kitchen Extensions that was approved on 6 December 2024.
- Location : Alarm Hill
- Applicant : Darren McCoy
- Official : Patricia Coyle, CPO
- Approved : 13 January 2025

9. Strategic Planning Matters

Jamestown Conservation Management Plan (JCMP)

The Commonwealth Heritage Forum are expected to provide a draft report by March 2025 with a return visit to the island in June to finalise documents.

Land Development Control Plan Review

The CPO advised that she had been on local leave in January and is awaiting on confirmation from the Minister, ENRP on the approach that would include the overarching policy and public consultations on each stage. The CPO further stated that she would be meeting with the Director on 14th February and would include a discussion on the matter. The Authority looks forward to receiving feedback.

ACTION: CPO

10. Any Other Business

None.

11. Next Meeting

The next meeting would be held on Thursday, 06th March 2025.

There being no further business to discuss, the Chairperson thanked members for their attendance and the meeting closed at 11.35 hrs.

Chairperson to the LDCA

Date