

MINUTES

Land Development Control Authority Meeting

Date : Tuesday, 18th March 2025
Time : 11 am
Venue : The Conference Suite, Customs House, the Wharf, Jamestown

Present:

Mrs Ethel Yon OBE	Chairperson
Miss Mandy Peters	Member
Mr Ian Gough	Member
Mr Gerald Yon	Member

Mr Shane Williams	Chief Planning Officer (Ag)
Miss Petra Joshua	Planning Officer (PO)
Mrs Karen Isaac	Secretary

Apologies:

Mr Ronald Scanes	Member (Medical overseas)
Mr Lawson Henry	Deputy Chair (Medical overseas)
Mr Gavin George	Member (Overseas leave)
Ms Patricia Coyle	Head of Planning & Building Control (HoP&BC)/Chief Planning Officer (CPO) (Overseas leave)

Also in attendance:

Six members of the public, including Applicant(s)/Objector(s).

1. Attendance and Welcome

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

2. Declarations of Interest

Member, Ian Gough declared his Interest in respect of Application 2024/20 as he is a staff member of Solomon & Company (St Helena) plc and the building is adjacent to Solomon & Company's building. It was agreed that the Member could participate in discussion, but not in the decision making.

3. Confirmation of Minutes of 13 February 2025

The minutes of 13 February 2025 were confirmed and signed by the Chairperson as a true record of the meeting.

4. Matters Arising from Minutes of 13 February 2025

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

The CPO, Ag advised that the Applicant had submitted an appeal and he is currently preparing the paper work for submission to the Land Development Appeals Tribunal. No date has been set for the hearing.

ACTION: CPO, Ag

Top part of the wall at the Jamestown Swimming Pool

The CPO, Ag advised that upon reviewing the Ordinance, it was ascertained that an Amenity Notice could not be issued, but potentially could be pursued as a dangerous structure by the Chief Building Inspector. This would prevent any potential route of appeal by the land owner and would likely result in a more streamlined and efficient process of resolving the matter. The CPO, Ag to liaise with the Chief Building Inspector on this matter.

ACTION: CPO, Ag

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

The request to discharge the condition relating to this development application had been submitted as a new application. The reason for this is that the proposed works are outside of the redline boundary of the approved development application. The application would be presented to LDCA meeting on 3rd April 2025.

ACTION: CPO, Ag

Unauthorised Development – Clayton Vanguard

Mr Clayton Vanguard's Draughtsmen is now back on island. CPO, Ag to follow up and obtain the drawings and application form to then be able to register the application.

ACTION: CPO, Ag

Unauthorised Development – Adrian John

A site visit was carried out by the Planning Officers to the property at Terrace Knoll on Tuesday, 18th February 2025. The CPO, Ag advised that there had been originally more works carried out than anticipated including separate standalone units at the property. There is however no record of development permission having being granted for any of the works. The developer had advised permission was granted by the Planning Section along with a business case that had been submitted to the Bank of St Helena. The developer was therefore asked to obtain the relevant records from the Bank of St Helena in terms of identifying a potential development application reference number and to report back to the Planning Officers accordingly.

ACTION: CPO, Ag

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

At the meeting of 13th February, 2025 it was noted that the Decision Notice had been issued. The CPO, Ag advised that the Applicant had been given six months from the date of the Decision Notice to implement. The Applicant to provide details on the sample of the material to be used – the exact colour of brown and specifications as to the durability of the drape netting. This had not yet been forthcoming. A reminder would therefore be sent.

ACTION: CPO, Ag

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

There was an error under matters arising pertaining to the Application in that it read “Decision Notice to issue” but the Application to be referred to GiC for final determination. Currently awaiting a date from the Minister on when GiC would be holding its meeting.

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

The CPO, Ag advised that the Application had now been withdrawn. The Electrical Box was being disconnected and would be removed in due course.

ACTION: CPO

5. Building Control Activities

Members were provided with a paper on the activities for the month of February 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 6 Applications awaiting determination: 1 awaiting Governor-in-Council decision, 3 to be assessed and 2 was in the advertising period.

7. Applications for LDCA Determination

Application 2024/20 – Demolish Two Concrete Block Residential Buildings, Change of Use from Dwelling Houses (Use Class C3) to Business, Storage and Distribution (Use Class B1) by Constructing a Two Storey Storeroom with Vehicle Access Ramp and modified Vehicle Access and Change from Duo Pitched to Parapet and Mono Pitch Roof of Existing Storeroom – Market Street, Jamestown: W A Thorpe & Sons Ltd

A site visit was carried out on the morning of Tuesday, 18 March, prior to the meeting.

The Ag CPO presented, giving an outline of the application as contained in the Handling Report with a recommendation for approval subject to nine conditions listed in the Handling Report.

The Ag CPO went through each condition and highlighted particular attention to bespoke conditions as follows: Goods should only be delivered to the warehouse during the hours of 9am – 5pm Monday to Friday and 9am – 1pm on Saturdays and not on Sundays or bank/public holidays; no vehicle deliveries are to be left on street idling at any time. The reason being to protect the amenities of adjoining residential occupiers in accordance with LDGP Policy IZ1 b.

The applicant should also ensure that delivery drivers are aware of, and only use, the delivery vehicle route as indicated on the submitted drawing number P_ titled 'Truck Route Aerial' for all deliveries to and from the warehouse. This is to improve highway and pedestrian safety on The Bridge/Market Street/Ladder Hill Corner in line with Policy RT1 d which precludes vehicles delivering to the warehouse from entering this busy area.

The Applicant spoke in support of the Application.

In considering, the Authority acknowledged the Officer's Report was very comprehensive and that the site visit was extremely useful in understanding the proposal and representations received. One member felt that the development would streamline the work processes as well as being economically beneficial for the applicant and the added benefit of moving the chaos from the Bridge on Market Street. One member expressed disappointment in that no response had been received from the Roads Section through the stakeholder consultation process. It was therefore agreed that an "Informative" should be added to ensure the Applicant contacts Roads Section to determine there are no potential of undermining of the main road above the development site, and the increase in larger vehicles do not cause any damage to the existing wall or road surface.

Resolution: The Application to Demolish Two Concrete Block Residential Buildings, Change of Use from Dwelling Houses (Use Class C3) to Business, Storage and Distribution (Use Class B1) by Constructing a Two Storey Storeroom with Vehicle Access Ramp and modified

Vehicle Access and Change from Duo Pitched to Parapet and Mono Pitch Roof of Existing Storeroom was approved with conditions as outlined in the Handling Report with an “Informative” in respect of a roads review being carried out. Decision Notice to issue.

Application 2025/03 – Installation of Two Wireless Bridge Antennas – Post Office Building and Government Landlord House within Car Park, Jamestown: Waste Management Services, St Helena Government C/o Karl Martin

The PO presented, giving an outline of the application as contained in the Handling Report with a recommendation for approval subject to four conditions as listed in the Handling Report.

In considering, the Authority agreed that the proposed development was acceptable, with one member stating the location for the installation of the antennas would be sensitive to the appearance of the listed building.

Resolution: The Application for Installation of Two Wireless Bridge Antennas was approved with conditions as recommended in the Handling Report. Decision Notice to issue.

Application 2025/04 – Construction of a Two Bedroom, Split Level Dwelling – Lower Cleughs Plain: Dave Stevens

The PO presented, giving an outline of the application as contained in the Handling Report with a recommendation for approval subject to eight conditions as listed in the Handling Report.

The Authority did not have any concerns on this application and therefore recommended approval.

Resolution: The Application for Construction of a Two Bedroom, Split Level Dwelling was approved with conditions as outlined in the handling Report. Decision Notice to issue.

Application 2025/05 – Construction of a Two Bedroom Dwelling – Former Rifle Range, Ladder Hill: Telita Knipe

The PO presented, giving an outline of the application as contained in the Handling Report with a recommendation for approval subject to ten conditions as listed in the Handling Report.

In considering, the Chairperson mentioned that the sewage issue in Half Tree Hollow had been ongoing for a very long time and asked the CPO, Ag if he knew what the current status was with this project. The CPO, Ag advised that the SHG had appointed Wastewater Management Design Consultants to progress this project which would be subject to a development application in the near future. Overall, the Authority did not

have any issues or concerns with the application and therefore recommended approval.

Resolution: The Application for Construction of a Two Bedroom Dwelling was approved with conditions as outlined in the Handling Report. Decision Notice to issue.

Application 2025/06 – Replacement of Lights comprising Construction of 92 New Concrete Bases to facilitate the vertical installation of New Bollard Lights – Jacobs Ladder: Street Light Section, SHG C/o Mr Deon Robbertse

The PO presented, giving an outline of the application as contained in the Handling Report with a recommendation for approval subject to five conditions as listed in the Handling Report.

Mr David Taylor, who was present at the meeting was thanked for producing an example of the model that was proposed.

Mr Andrew Pearce spoke in support of his representation.

CPO, Ag referenced condition 3 in the Handling Report where it states that “prior to development commencing, details with regard to the fixing of the concrete bases to the inclined plane should be submitted to and approved in writing by the Chief Planning Officer on behalf of the Land Development Control Authority; once approved, the installation should be implemented in accordance with the approved details.” If it transpired that changes should be made to the concrete bases, the Applicant would have to consult with the CPO before any works are carried out. At this stage, it would have to be determined if this change would be considered a minor variation or whether a new development application would be required. The PO highlighted that the assessment was being made of what had been presented by the Applicant and reiterated the CPO, Ag’s point. In considering, one member questioned how the light would shine onto the Ladder. The Applicant advised that the lighting would shine down and is dark sky’s compliant. Extensive research had been carried out in collaboration with Professionals overseas and local stakeholders such as the Heritage Society, Tourism and the Jacobs Ladder Working Group. The Authority was content with the clarification given.

Resolution: The Application for the Replacement of Lights comprising Construction of 92 New Concrete Bases to facilitate the vertical installation of New Bollard Lights was approved with conditions as outlined in the Handling Report. Decision Notice to issue.

Application 2025/08 – Replacement Fountain – Castle Gardens, Jamestown: Property Division, St Helena Government, C/o Gina Henry

The CPO, Ag presented, giving an outline of the application as contained in the Handling Report with a recommendation for approval subject to three conditions as listed in the Handling Report.

Mr Andrew Pearce spoke in support of his representation.

CPO, Ag advised that if the Authority felt the need to see the exact design of the fountain, and was not content for those details to be solely considered by the CPO as part of a discharge of condition request, then they would need to defer the application to allow the applicant to submit details of the fountain which could then be brought back to the Authority for consideration.

The Authority advised that they wished for further details to be supplied as discussed.

Resolution: The Application for Replacement Fountain was deferred for further details to be submitted.

ACTION: CPO, Ag

8. Strategic Planning Matters

Jamestown Conservation Management Plan (JCMP)

There was nothing further to report since the last meeting.

Land Development Control Plan Review

There was nothing further to report. The CPO is responsible for dealing with this item. The CPO to update the Authority on her return to the island. It was noted that the timetable was with the Minister, ENRP.

ACTION: CPO

9. Any Other Business

One Member highlighted that around the island there are lots of yellow tape highlighting sprayed grass. It was felt that this looked terrible and spoilt the look of the country side. The CPO, Ag would have a look and ascertain what Portfolio is responsible and report back.

ACTION: CPO, Ag

10. Next Meeting

The next meeting would be held on Thursday, 03rd April 2025.

There being no further business to discuss, the Chairperson thanked members for their attendance and the meeting closed at 13.00 hrs.

Chairperson to the LDCA

Date