

**Approved Minutes of the Meeting of Heritage Western Cape
Built Environment and Landscape Permit Committee (BELCom)
Commenced at 08:30 and held on Wednesday, 21 May 2025 via MS Teams**



1. Opening and Welcome

The Chair, Ms Heidi Boise, officially opened the meeting at 08:30 and welcomed everyone present.

2. Attendance

Committee Members:

Ms Heidi Boise (HB) (Chair)
Ms Helene van der Merwe (HvdM)
Mr Siphiso Mavumengwana (SM)
Mr Shawn Johnston (SJ)
Ms Karin Dugmore-Strom (KDS)

Members of Staff:

Ms Waseefa Dhansay (WD)
Ms Stephanie Barnardt (SB)
Mr Olwethu Dlova (OD)
Ms Aneeqah Brown (AB)
Emily-Jane Vowles (EJV)
Ms Chiara Singh (CSi)
Mr Ruan Brand (RB)
Ms Xola Mlwandle (XM)
Ms Corne Nortje (CN)
Ms Sneha Jhupsee (SJ)
Ms Chane Herman (CH)
Ms Penelope Meyer (PM)
Ms Nosiphiwo Tafeni (NT)

Visitors:

Mr De Wet De Ridder
Ms Christine Havenga
Mr Henk Lourens
Mr Marchel April
Mr Lotang'amwaki Mollel

Mr Andre September
Ms Sandra van der Merwe
Mr Stefan de Kock
Mr Franciscus Baars
Ms Liana Jansen

Apologies

Mr Graham Jacobs (GJ)

Absent

None

4. Approval of Agenda

4.1 Dated 21 May 2025.

The Committee approved the agenda dated 21 May 2025.

5. Approval of Minutes of Previous Meetings

5.1 BELCom Minutes dated 16 April 2025

The Committee reviewed the minutes dated 16 April 2025 and resolved to approve them without amendments.

6. Disclosure of conflict of interest:

None

7. Confidential Matters

None

8. Administrative Matters

8.1 Outcome of the Appeals and Tribunal Committees

PM reported back on the following Appeals matters:

- Proposed Total Demolition on Erf 56314, 64 Newlands Road, Claremont
- Proposed Alterations, Additions and Partial Demolition on Erf 168487, 124 Waterkant Street, Cape Town
- Proposed Additions and Alterations on Erf 1397, Bonne Esperance Boutique Guest House, 17 Van Riebeeck Street, Stellenbosch

8.2 Report back on Stop Works Orders and Charges:

- 134 Beach Road, Gordon's Bay – awaiting submission of further requirements.
- D'Olijvenboom, 469 Main Road, Paarl – this case will be going to Appeals and the Committee will be required to supply reasons for refusal of the case.
- Long Street, McGregor - ?

8.3 Formal Protection of Buildings refused for Demolition

Nothing to report.

8.4 Compulsory Repair Orders follow up

For noting.

Muizenberg Train Station – this matter will be heard at Council its discussion between HWC and PRASA .

An application for repairs to the Muizenberg Station Clock Tower could proceed in the meantime.

8.5 SAHRIS implementation

Constructive feedback to 'soft' launch received.

8.6 Case folders

HvdM provided suggestions to WD, requesting subfolders to be numbered and dated in chronological order.

WD noted that changes to this system will take place as SAHRIS is implemented.

8.7 Proposed Workshop – Thatch and thatch replacement materials, agricultural shade structures

This matter is being handled by the office of the CEO.

9. Standing Items

- 9.1 Report back on Close-Out Reports**
None
- 9.2 Report back on HWC Council Meetings**
Nothing to report.
- 9.3 Discussion of agenda**
Noted
- 9.4 Proposed Site Inspections**
None
- 9.5 Site Inspections Undertaken**
None
- 10. Appointments**
None

MATTERS DISCUSSED

11 PROVINCIAL HERITAGE SITES: SECTION 27 PERMIT APPLICATIONS

11.1 Proposed Alterations & Additions on Portion 1 (Witplaas) of the Farm Vrolykheid No. 177, Prince Albert: NM HM / CENTRAL KAROO / PRINCE ALBERT / PPORTION 1 OF THE FARM VROLYKHEID NO. 177

Case No: HWC25031701SVB0328

Ms Sofia Vy Menell Briel introduced the case.

Mr Stefan de Kock (heritage consultant) was present and took part in the discussions.

DISCUSSION:

Amongst other things, the following was discussed:

- This historic farm is noteworthy for the rare example of an early 19th century homestead (1821) and an associated brandy distillery.
- A new owner has proposed restoration, alterations and additions to the historic buildings which have become run down.
- Various unauthorised and inappropriate alterations and additions to the homestead were undertaken by the previous owner over the years.
- The Prince Albert Cultural Foundation (PACF) provided detailed comment on various aspects of the proposals for restoration, mitigation and future new additions.
- Removal of inappropriate elements (facebrick walls, steel frames, etc) and replacement with elements that are sympathetic to the historic character is supported in principle.
- The application notes that there is an urgent need for restoration and repairs to the thatched homestead roof.

- The roof structure is described as 'a rare artefact' and example of historic roof construction in the Karoo in the early 1800s. Great care is to be taken with the restoration and insertion of new materials to achieve a structurally sound roof, while retaining historic fabric where possible.
- The impact of proposed alterations and additions should be evaluated at detail as well as a landscape level, as heritage significance originates from the homestead and its broader setting.
- The proposed formal pond in front of the homestead is not supported by the Prince Albert Cultural Foundation who provides a reasoning for this.
- Committee members expressed their agreement with PACF and offered views ranging from no pond, or if the owner insists to follow a more organic/ecological approach to integrate a pond with trees and shade to create a natural, biodiverse water habitat.
- Bathroom window, homestead north elevation – this room has a single horizontal steel frame window in the centre. This is proposed to be altered to two small windows, however, retaining the current opening and replacing the central window would be a better fit with the existing casements of the front façade of the house.
- New doors and windows are described as 'varnished' in the documentation – a paint finish may be a better fit for the heritage character.

FURTHER REQUIREMENTS:

The Committee notes and commends the report the report prepared by Stefan de Kock and dated March 2025 submitted and has concerns regarding the proposed interventions and requires the following:

1. The revised proposals to include preservation conservation methodology, specifications and detailed drawings of interventions to the historic homestead and landscape including water feature.
2. The site plan to identify the extent (in metres squared) of the development area.
3. The applicant must appoint a suitably qualified consultant with the appropriate heritage experience, particularly early 19th century construction, to oversee the proposed work to the historic homestead.
4. HWC is to be provided with the details of the consultant and their CV confirming suitability to oversee the work.
5. The submitted CV to include the recommended monitoring process of the proposed interventions and these monitoring reports to be submitted to BELCom.
6. A letter of appointment to be signed by the applicant and consultant.

SVMB

12. STRUCTURES OLDER THAN 60 YEARS: SECTION 34 PERMIT FOR TOTAL DEMOLITION

12.1 Proposed Total Demolition on Erf 917, 9 Van der Byl Avenue, Durbanville: NM HM / CAPE TOWN METROPOLITAN / DURBANVILLE / ERF 917

Case No: HWC24103102CN1114

Ms Corne Nortje introduced the case.

Mr De Wet De Ridder (applicant), Mr Andre September (CoCT), Ms Christine Havenga (heritage practitioner), Ms Sandra van der Merwe (Docomomo) and Mr Henk Lourens were present and took part in the discussions.

DISCUSSION:

Amongst other things, the following was discussed:

- The site contains an early house (1952) by well-known architect APS Conradie.
- It is noted as not conservation worthy by the City, however this is disputed by Durbanville Heritage Society (DHS) and Docomomo-SA, who hold that this modest house already displays elements of his later work and should be evaluated in the context of the body of his work.
- The site is not in an HPOZ and forms part of a block earmarked for higher density residential development. Neighbouring and nearby properties are being redeveloped and as such the context is changing.
- DHS and Docomomo require opportunity to fully document the structure before demolition.

RECORD OF DECISION:

The Committee resolved to approve the proposed total demolition as there is insufficient heritage significance to warrant retention of the structure.

CN

13. STRUCTURES OLDER THAN 60 YEARS: SECTION 34 PERMIT FOR PARTIAL DEMOLITION/ALTERATIONS

13.1 Proposed Additions and Alterations, Erf 12907, 27 Walmer Road, Woodstock: MA HM / CAPE TOWN METROPOLITAN / WOODSTOCK / ERF 12907

Case No: HWC24093011RB0930

Mr Ruan Brand introduced the case.

No parties were present.

DISCUSSION:

Amongst other things, the following was discussed:

- The site is an early 20th c Victorian dwelling graded IIIB and located in an HPOZ.
- Following repeated theft of 'broekie-lace' cast iron fencing the owner built up a brick wall without applying for a permit.

- Woodstock Aesthetics Advisory Body did not support the proposal while Woodstock Residents Association recommend aiming for a balance between heritage and security.
- Requirements were articulation of the wall to recall the pattern of the previous appearance with infill recessed to emphasize columns (Belcom 6 December 2024).

RECORD OF DECISION:

HWC cannot condone unauthorised work. The applicant/owner to enter into a mitigation agreement in terms of which work as depicted in drawing numbered H/12907/01 B prepared by T. Hattingh and dated 13 May 2025 is carried out.

RB

**13.2 Proposed Painting of Erf 4595, 55 St. Georges Mall, SS. Union Castle Building, Cape Town: MA
HM / CAPE TOWN METROPOLITAN / CAPE TOWN CBD / ERF 4595**

Case No: HWC24110609CSI1112

Ms Corne Nortje introduced the case.

Mr Lotang'amwaki Mollel (applicant) and Mr Franciscus Baars (Western Cape Aboriginal Council) were present and took part in the discussions.

DISCUSSION:

Amongst other things, the following was discussed:

- The site is an early-mid 20th c commercial building, graded IIC and in an HPOZ.
- The proposal is for the painting of murals over large parts of the building, excepting any sandstone elements.
- CIBRA supported proposals.
- A methodology for cleaning of sandstone was submitted and discussed.

FURTHER REQUIREMENTS:

In response to the method statement prepared Evolve Habitats and dated 5 May 2025 submitted, the applicant is to provide the proposed heritage specialist CV to BELCom for approval.

SJ

**13.3 Erf 912-RE, 55 Long Street, Montagu: MA
HM/BOLAND/ BREEDE RIVER/ MONTAGU/ ERF 912-RE**

Case No: HWC24102508XM0123

Ms Xola Mlwandle introduced the case.

Ms Liana Jansen (heritage practitioner) was present and took part in the discussions.

DISCUSSION:

Amongst other things, the following was discussed:

- The site contains an 1854 historic house and barn / wagon house and is graded IIIB.
- A permit was obtained in May 2024 by the previous owner for building work.
- The property was sold to a new owner in July 2024, who commenced building works which deviated from the plans as per the May 2024 permit. The main concern is that the new garage building is too big and too high and would have a negative impact on the historic barn and house.
- A stop works order was issued.
- The response to 16 April further requirements is mostly addressed in the Motivation Deviation Report dated 7 April.
- It was noted that Montagu Heritage Association had reviewed and supported the amended plans.
- However, along with an updated report HWC received only two drawings being a site plan and elevations, prepared by a newly appointed architect.
- HWC requires a full set of drawings for scrutiny.

FURTHER REQUIREMENTS:

1. BELCom's previous further requirements set out at the meeting held on 12 March 2025 have not been met.
2. The applicant is to provide revised drawings which include all plans, sections and elevations to depict the unauthorised work and proposed mitigation interventions clearly.

XM

14 HERITAGE AREAS: SECTION 31 CONSENT APPLICATIONS

14.1 None

15 PROVINCIAL PROTECTION: SECTION 29 PERMIT

15.1 None

16 PROVINCIAL PROTECTION: SECTION 28 REFUSAL

16.1 None

17 HERITAGE REGISTER: SECTION 30 PROCESS

17.1 None

18 PUBLIC MONUMENTS & MEMORIALS: SECTION 37 PROCESS

18.1 None

19 REQUESTS FOR OPINION/ADVICE

19.1 None

20 CONSERVATION MANAGEMENT PLAN

20.1 None

21. NON-COMPLIANCE

21.1 None

22. OTHER

22.1 None

22. ADOPTION OF RESOLUTIONS AND DECISIONS

The Committee resolved to adopt the resolutions and decisions as minuted.

23. CLOSURE

The meeting closed at 13:00

24. DATE OF NEXT MEETING:

25 June 2025

MINUTES APPROVED AND SIGNED BY:

CHAIRPERSON _____

DATE _____ 

SECRETARY _____

DATE _____