

**APPROVED MINUTES OF THE MEETING OF HERITAGE WESTERN CAPE,
HERITAGE OFFICERS MEETING
Held on Monday, 3 April 2024 at 08:30,
via MS Teams**



1. Opening and Welcome

The Chairperson, Ms Stephanie Barnardt-Delport officially opened the meeting at 08:30 and welcomed everyone present.

2. Attendance

Members

Ms Stephanie Barnardt-Delport (SB)	(Chairperson)
Ms. Sneha Jhupsee (SJ)	(Specialist Heritage Officer)
Ms. Corne Nortje (CN)	(Heritage Officer)
Ms. Chane Herman (CH)	(Heritage Officer)
Ms. Khanyisile Bonile (KB)	(Heritage Officer)
Ms Emily Jane Vowles (EJV)	(Heritage Officer)
Ms Chiara Singh (CSI)	(Heritage Officer)

Staff

Ms. Aneeqah Brown (AB)	(Secretariat)
Ms. Nosiphiwo Tafeni (NT)	(Admin)
Ms. Waseefa Dhansay (WD)	(Assistant Director: Professional Services)

Legal Advisor

Ms. Naushina Rahim (NR)	(Assistant Director: Legal)
Ms. Penelope Meyer (PM)	(Deputy Director: Legal)

Observers

None

Visitors

Mr. Tasyam Govender
Ms. Bridget O'Donoghue
Mr. Philip Smith
Mr. Clive Theunissen

3. Apologies

Absent

None

4. Acceptance of the Code of Conduct

Members and staff raised hands in the MS Teams platform to indicate acceptance of the Code of Conduct.

5. Approval of Agenda

- 5.1.** 3 April 2024. The Committee resolved to approve the agenda with minor edits.
CN moves to adopt the agenda and SJ seconds.

6. Approval of Minutes of the Previous Meeting

- 6.1 19 March 2024. The Committee resolved to approve the minutes with minor edits.
CN moves to adopt the agenda and SB seconds.
- 6.2 27 March 2024. The Committee resolved to approve the minutes with minor edits.
EJV moves to adopt the agenda and CSI seconds.

7. Disclosure of conflict of interest

None.

8. Confidential matters

None.

9. Standing Items

9.1 Site inspections undertaken

9.1.1 Claremont Wash House_2 April 2024

9.1.2 Erf 3236, 154 Bree Street, Cape Town: 2 April 2024 (SJ)

9.2 Proposed Site Inspection

9.2.1 Item 13.6 (SJ)

9.3 Site Inspection Reports

9.3.1 Farm RE/130, Vrymansfontein Road, Durbanville

9.4. Preparation for upcoming Committee meetings

9.4.1 HOMs_8 April 2024

9.4.1 Appeals_12 April 2024

9.5. Tribunal updates (Legal)

9.6. Interim and Close out Reports

9.6.1 Erf 156096-RE, 65 Campground Road, Rondebosch (Bishops Diocesan College) (WD)

- The Committee resolved to endorse the close out report prepared Karin Dugmore Strom dated 23 March 2023.

9.7. Incomplete Applications

Item 14.1

Item 14.2

Item 14.3

Item 14.5

Item 14.6

Item 14.7

Item 14.8

Item 14.9

Item 14.11

Item 14.12

Item 14.14

Item 14.28

Item 14.29

Item 14.24

Item 14.25

Item 14.34

9.8. Archaeological Matters

9.9. Illegal Works Database (Stop works orders)

9.10 Permit deadline

9.10.1 8 April 2024

10. Administrative Matters

11. Monitoring by practitioner

11.1 None

12. Discussion of the agenda

MATTERS TO BE DISCUSSED

13 MATTERS ARISING

13.1 Erf 49970, 5 Orange Street, Newlands, S34-Additions &Alteration Case No: HWC24030518CSI0311

Ms Chiara Singh introduced the item.

DISCUSSION

- Information received on 8 March 2024.
- The previous requirement was an application form with the applicant's signature included as they did not sign the submitted application form.
- Proposed additions are internal changes to the kitchen and fenestration (windows and doors) to the back of the property. New glass conservatory and pizza oven to the back of the property are also proposed.
- Graded IIIC
- Outside HPO
- Work has not started
- The Committee deems the work to be minor in nature.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CSI

13.2 Erf 56619, 16 Colenso Road, Bishopscourt, S34-Additions & Alteration
Case No: HWC24030811CSI0311

Ms Chiara Singh introduced the item.

DISCUSSION

- Information received on 5 March 2024.
- Previous requirements included a new application form as an old one was used and more external and streetscape photographs.
- The proposed changes are additions to the property including a garage, powder room, and study.
- The site is ungraded.
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CSI

13.3 Farm 1054, Churchaven, S34-Additions & Alteration
Case No: HWC24030801CSI0311

Ms Chiara Singh introduced the item.

DISCUSSION

- Information received on 22 February 2024.
- Previous requirements included a trust resolution and streetscape photographs.
- The site is ungraded.
- Outside HPO
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CSI

13.4 Erf 2222, 4 Venus Close, Constantia, S34-Additions & Alterations
Case No: HWC23120814SJ0116

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- Information received on 18 March 2024.
- Proposal is for internal renovations to bathrooms and kitchen, patio extension, garage extension, addition of solar panels and new roof over extension.
- CoCT EHM supports the proposal.
- Constantia Ratepayers & Residents Associations: no response (email sent 11 Dec 23)
- Friends of the Constantia Greenbelt: no response
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

SJ

13.5 Erf 41392, 82 Hadley Street, Bellair, Bellville, S34- Total Demolition
Case No: HWC24020114SJ0209

INCOMPLETE APPLICATION:

Applicant is to submit details regarding subdivision as well as outstanding requirements for Section 34 application as follows: streetscapes, internal images, consultation comments.
Section 38 application is incomplete however clarity is required regarding the rezoning to determine whether a section 38 is triggered.

SJ

13.6 Erf 89871-Re, The Outspan, 148 Clairvaux Road, Kalk Bay, S34-Additions & Alteration
Case No: HWC24012305SJ0208

Ms Sneha Jhupsee introduced the item.

Mr Phillip Smith was present and took part in the discussion.

DISCUSSION

- Information received on 15 March 2024.
- Work undertaken was to restore and repair the structure and elements destroyed by inclement weather in 2023. This included new roof sheeting, window framing and glass, a new cold room enclosure, building of a fire wall and installation of fire exit doors to comply with SANs. Lots of incremental work over the years, plans are not a true reflection of what is on site.
- Graded IIIB
- High social and historic value.
- CoCT EHM: does not support S51 - heritage has been negatively impacted. Case has been to court.
- Work has been completed.

FURTHER REQUIREMENTS

1. Applicant to submit a heritage report within two weeks that outlines all contraventions and possible mitigations and its impacts to heritage resources.
2. The report needs to be prepared by a suitably qualified architect with heritage experience.

SJ

13.7 Erf 68205, 61 Barthurst Road, Kenilworth, S34-Additions & Alterations
Case No: HWC24030709CH0313

Ms. Chane Herman introduced the item.

Ms. Bridget O Donoghue, Mr. Philip Smith and Mr. Tasyam Govender was present and took part in the discussion.

DISCUSSION

- All parties were invited to HOMs on 03.04.24

- The proposal is to enclose the wrap around verandah and convert the space into bathrooms, replace the garage door with two windows, convert the garage into classrooms, replace a window with a door in the former garage (on the east elevation) and add new pergolas on the northern side of the building.
- The work is complete.
- LKID supports and notes that the impact has been to the loss of the wrap around stoep element.
- CoCT has no objection to the work done to the garage. CoCT does not support the application overall with reason that the enclosed verandah negatively impacts the heritage resource. Reference was made to 3 Royal Road, in Muizenberg where HWC's tribunal did not support a similar illegal enclosure.
- CoCT objects to the detailing and way it was constructed referencing to the original low verandah walls and columns being half exposed which is not a sympathetic response to the building.
- The Committee noted the email correspondence from the heritage practitioner.
- The Committee is of the opinion that the enclosed verandah does not impact the streetscape significance of the IIIC structure. The original low verandah walls and columns are legible and have been retained on the southern side of the building. The Committee noted that the work can be remedied in future if required.

DECISION

HWC cannot condone illegal work. Section 51 letter to be issued.

CH

13.8

Erf 524, 51 Forest Drive, Pinelands, S34-Additions & Alterations Case No: HWC24020801CH0308

Ms. Chane Herman introduced the item.

DISCUSSION

- Information received on 26 March 2024.
- The proposal is for a 1st storey addition.
- The work has not started.
- The site is graded IIIC
- Inside HPO
- CoCT supports
- PRRA supports
- The Ward Councilor stamped the drawings.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

13.9 Erf 858, 10 Friars Road, Sea Point, S34-Minor Works
Case No: HWC23081105CH0228

Ms. Chane Herman introduced the item.

DISCUSSION

- Information received on 25 & 27 March 2024.
- Graded NCW
- Outside HPO
- Proposal is to extend the dining room, the addition of a pool and alterations to the boundary wall.
- The work applied for has not started.
- Work is currently underway on site in accordance with a permit dated 1 August 2023.
- CoCT supports the proposal.
- SFB supports
- SFA indicated that they will not be commenting on an NCW building

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

13.10 Erf 1134, 9 Sand Street, Mamre, S34- Additions & Alterations
Case No: HWC24030712CH0311

Ms. Chane Herman introduced the item.

DISCUSSION

- Information was received on 13 and 27 March 2024.
- Graded NCW
- Outside HPO
- The proposal is to link the two structures on site via a lobby, the addition of a porch to and the extension of the existing lounge. A freestanding garage and braai area are also proposed.
- All work to the heritage resource is complete. The work still to be completed is the braai area and garage.
- CoCT supports subject to the street boundary wall to remain a low solid boundary wall.
- FoBCA did not comment within 30 days.

DECISION

HWC cannot condone illegal work. Section 51 letter to be issued.

CH

13.11 Erven 194, 208, 209, 914, 915 and 1764, Blanco, George, S38(4)-Report
Case No: 21020112SB0204E

Ms Stephanie Barnardt-Delport introduced the item.

HELD OVER:

Referred to IACom on 17 April 2024.

SB

13.12 Erf 68298, 184 Rosmead Avenue, Kenilworth, S34-Additions & Alterations
Case No: HWC23100206KB1003

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Information received on 27 March 2024 including a new form indicating minor works, more photographs and motivation.
- Proposed extension to the rear and internal works.
- Graded 3B
- Outside HPO
- City supports the revised design and internal work may have occurred without authorization.
- LKID support but did have concerns about the slate fence and gate.

FURTHER REQUIREMENTS

1. Plan indicating what work has been completed and what work that must be completed.

SB

13.13 Erf 611, 40 Homestead Way, Pinelands, S34-Minor Works
Case No: HWC24022602CN0226

Ms Corne Nortje introduced the item.

DISCUSSION

- Information received on 25 March 2024
- The proposal is for bricking up a door opening and replacing a window.
- CoCT supports the proposal.
- Work has been completed.

DECISION

HWC cannot condone illegal work. Section 51 letter to be issued.

CN

13.14 Erf 748, 5 Comrie Road, Camps Bay, S34- Additions, Alterations & Partial Demolition
Case No: HWC24020210CN0207

Ms Corne Nortje introduced the item.

DISCUSSION

- Information received on 25 & 28 March 2024.
- The proposal is for extensive internal alterations including demolishing walls on the ground and 1st storey, a timber deck, pergolas and solar panels on the roof.
- CoCT supports the proposal.
- Camps Bay Clifton Ratepayers Association (CBCRA) has no objection.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CN

13.15 Portion 45 of Farm Simons Vlei No. 791, Via Simonsvlei Road, Paarl, S38(8)-NID
Case No: HWC24012202CN0129

Ms Corne Nortje introduced the item.

DISCUSSION

- The property approx. 1.5ha in extent. The current land uses are residential and vineyards, with a zoning of Agriculture and the surrounding land uses are Agricultural and Residential
- The proposal is for a new 300sqm wine production facility.
- Applicable Heritages:
- Archaeology: Archaeological finds are not expected as the site has been significantly transformed by agricultural activities.
- Palaeontology: According to the SAHRIS Paleo Sensitivity map, the site indicated as low sensitive. For low sensitivity it is indicated that no palaeontological studies are required. Impact: No impact is expected. The HWC Fossil Procedure will be appended to the Environmental Management Programme (EMPr) to be implemented during the construction process.
- No other resources were listed by the applicant.
- The EAP believes there will be no negative impacts to heritage resources and does not recommend an HIA.
- Since there is no reason to believe that heritage resource will be impacted,

DECISION

The Committee resolved that no further studies are required. The chance finds procedure to be included.

CN

13.16 Erf 50070, 2 Fernwood Avenue, Newlands, S34 – Additions & Alterations
Case No: HWC24030706EJV0311

Ms Emily-Jane Vowles introduced the item.

DISCUSSION

- Additional information received on 28 March 2024.
- Internal conversion of existing garage into a bedroom. External additions of brick, plaster, and painted walls and concrete, tiled floors and a new roof with translucent corrugated sheet to create an adjacent 'sunroom.'
- Graded IIIC
- Outside HPO
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

EJV

13.17 Erf 6922, 15 Leipoldt Street, Bellville, S34- Total Demolition
Case No: HWC23113013KB1205

Ms Khanyisile Bonile introduced the item.

DISCUSSION

- Information received on 15 March 2024.
- Graded NCW
- Outside HPO
- CoCT supports the proposal.
- Work has not started

DECISION

The Committee resolved to approve the application as there is insufficient heritage to warrant retention.

KB

14. NEW MATTERS

14.1 Erf 1190, 10 Drostby Street, Swellendam, S34-Additions & Alterations
Case No.: HWC24031502CH0320

INCOMPLETE APPLICATION:

Both owners' details and signature to be included on the application form

CH

14.2 Erf 125754, 40 Princess Alice Avenue, Brooklyn, S34-Additions & Alterations
Case No.: HWC23111401CH0320

INCOMPLETE APPLICATION:

New application form, streetscape photographs, SG diagram, drawings of proposed work, confirmation is for is complete, CoCT comment and title deed.

CH

14.3 Erf 128, 31B Heerengracht Street, Cape Town, S34-Minor Works
Case No.: HWC24030501CH0320

INCOMPLETE APPLICATION:

Application form to indicate correct owner, application form to include correct street number and POA

CH

14.4 Erf 1416, 24 Second Avenue, Wellington, S34-Additions & Alterations
Case No.: HWC24031206CH0320

Ms. Chane Herman introduced the item.

DISCUSSION

- The site is ungraded
- Outside the Special Character Protected Area Overlay Zone of Wellington
- Drakenstein Municipality supports the proposal and notes that the boundary wall is older than 60 years.
- DHF supports the proposal.
- Wellington Heritage Foundation supports and notes that the work is complete.
- The Committee noted that the boundary wall columns have been constructed. It is only the palisade fencing that still needs to be installed.

DECISION

HWC cannot condone illegal work. Section 51 letter be issued.

CH

14.5 Erf 25940, 269 Lower Main Road, Observatory, S34-Additions & Alterations
Case No.: HWC24031811CH0320

Ms. Chane Herman introduced the item.

DISCUSSION

- Proposal is for internal alterations (upgrading of finishes, demolishing and rebuilding internal walls, convert the two dwelling into one single residential dwelling, remove the fireplaces but retain the chimneys, demolish the soft roof and structures that were added to the rear of the property, plaster and pain all walls).
- Timber floors will be retained and repaired as far as possible, removed doors will be repurposed, timber windows will be removed, and all steel windows will be replaced with aluminum.
- Graded IIIC
- Inside HPO
- Work has not started.
- CoCT did not comment within 30 days.
- OCA did not comment within 30 days.
- CTHF did not comment within 30 days.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

14.6	Erf 567, 274 Voortrek Street, Swellendam, S34-Additions & Alterations Case No.: HWC24031501CH0320	
	INCOMPLETE APPLICATION: Application form to indicate correct owner, trust resolution, confirmation if work is complete.	CH
14.7	Erf 27991, 30 Lytton Street, Observatory, S34-Additions & Alterations Case No.: HWC24031901CH0320	
	INCOMPLETE APPLICATION: Additional streetscape photographs and company resolution.	CH
14.8	Remainder Erf 66989, 60 Durban Road, Wynberg, S27&34-Minor Works Case No.: HWC24031817CH0320	
	INCOMPLETE APPLICATION: Streetscape photographs, title deed, POA	CH
14.9	Erf 1026, 269 Ocean view Drive, Sea Point, S34-Additions & Alteration Case No: HWC24030520CSI0319	
	INCOMPLETE APPLICATION: Title deed, locality map, and SG diagram	CSI
14.10	Erf 11238, Berg River Street, Paarl, S34-Additions & Alteration Case No: HWC23083109CSI03012	
	INCOMPLETE APPLICATION: Title deed, SG diagram, company resolution required.	CSI
14.11	Erf 15159, 3 Milan Street, Walmer Estate, S34-Additions & Alteration Case No: HWC24031819CSI0319	
	INCOMPLETE APPLICATION: photos provided are insufficient, new external photographs and internal photographs are required.	CSI
14.12	Erf 194, 29 Le Roux Street, De Rust, Oudtshoorn, S24-Additions & Alteration Case No: HWC24031412CSI0318	
	INCOMPLETE APPLICATION: No plans, photographs, locality map/plan	CSI

14.13 Erf 2950, 8 Industrial Road, Wellington, S34-Additions & Alteration
Case No: HWC24020107CSI0301

Ms Chiara Singh introduced the item.

DISCUSSION

- The additions proposed are a new cold room, bathroom, open shower area and kitchenette.
- Not graded but within an HPO
- Drakenstein Municipality supports the proposal.
- DHF supports the proposal.
- Wellington Heritage Foundation supports the proposal.
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

CSI

14.14 Erf 406, 3 Church Street, Caledon, S34-Additions & Alteration
Case No: HWC23081706CSI03012

Duplicate application.

CSI

14.15 Erf 781, 731 Main Road, Firgrove, Vaalfontein Cemetery, S38(8)-NID
Case No: HWC24010818CSI0325

Ms Chiara Singh introduced the item.

DISCUSSION

- S38(8) NID application for the expansion of a cemetery
- Previous HIA conducted in 2008 suggests that no archaeological, colonial, or palaeontological material is present.
- Walkover conducted in 2024 confirms the findings of the HIA conducted in 2008.
- There is an existing informal cemetery of which consists of the remains of farm workers in marked and unmarked graves. The proposed expansion will not negatively impact the informal cemetery and it will be included in the expansion.
- Since there is no reason to believe that heritage resource will be impacted,

DECISION

The Committee resolved that no further studies are required.

CSI

- 14.16** **Portion 3, 8, 9, 12 and RE of Portion 13 Willems Valley 207 and Erven 1359, 1360, 1179, 1471, 1703, RE/1169, 2443, 2444, Porterville, S38(8)-NID**
Case No: HWC24032004CSI0325

Ms Chiara Singh introduced the item.

DISCUSSION

- S38(8) NID application for the expansion of three dams, the installation of 4 new pipelines, the upgrading of an existing weir, 3 new pump stations, and a reinforced concrete division structure.
- There are no significant impacts anticipated for any archaeological, paleontological, or historical materials.
- There is museum located 2km away from the proposed development, but it will not be affected
- There was a site visit conducted by Mr D Halkett in 2020 and there was nothing of archaeological significance identified.
- There is low sensitivity regarding paleontological materials according to the SAHRIS Paleo sensitivity map.
- Since there is no reason to believe that heritage resource will be impacted,

DECISION

The Committee resolved that no further studies are required. Chance finds procedure to be included.
CSI

- 14.17** **Farm 237, Old cemetery in De Heer-se-Bos, Vogelstruistraat, Elim, S27-Addition**
Case No.: TBA

INCOMPLETE APPLICATION:

PoP required.

SB

- 14.18** **Erf 385, Off Seven Passes Road, Hoekwil, S38(8)-NID**
Case No.: HWC24030717SB0326

INCOMPLETE APPLICATION:

POA, Site photos required.

SB

- 14.19** **Erf 877, 2 Gert Street, Calitzdorp, S38(4)-NID**
Case No.: HWC24031909SB0320

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposed property will be subdivided in order to create two residential erven on the southern side of the property for development.
- Archaeology: very unlikely given the context of the site.
- Proposed property will be subdivided in order to create two residential erven on the southern side of the property for development.
- Building: keeping the existing house and outbuilding
- Palaeontology: very high-sensitive according to SAHRIS however given the proposal, unlikely to

have an impact.

- Consultant recommends no further studies.
- Since there is no reason to believe heritage resource will be impact and not trigger in terms of section 38.

COMMENT

The committee resolved to issues a letter of no trigger to the NHRA to be issued.

SB

14.20 Erf 94460, 4 Darters Road, Gardens, S34-Additions & Alterations Case No.: HWC24031104SB0326

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposed internal change to existing building, is renovating includes soundproof recording and editing pods while preserving the building's character.
- They're utilizing existing windows for natural light and making internal modifications only, maintaining the original exterior.
- Demolition involves removing previous drywall installations, restoring timber floors in circulation areas, and installing carpets or vinyl in closed rooms with removable drywalling for flexibility.
- Fire and sound-rated materials are used, with ceilings improving fire safety and sound attenuation.
- The refurbishment aligns with the original building permit issued in November 2018.
- Graded IIIA
- Outside HPO
- Municipality supports the proposal.
- CIBRA supports the proposal.
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

SB

14.21 Erven 1559, 4117 and 4119, Voortrekker Street, Wolseley, S38(4)-NID Case No.: HWC24032501SB0326

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposed consolidation and rezoning of Erven 1559 & 4117 to industrial zoning to develop for industrial purposes.
- Archaeology: no previous studies but from the site photographs, site appears degraded and anticipated impact as low.
- Palaeontology: moderate - according to SAHRIS map
- Visual: contextually, industrial element, hence unlikely to have an impact.
- Consultant recommends no further studies.

- Since there is no reason to believe that heritage resource will be impact.

DECISION

The Committee resolved that no further studies are required. Chance finds procedure to be included.

SB

14.22 Erven 87044 and 87042, 216 Main Road, Muizenberg, S34-Restoration Case No.: HWC24031408SB0320

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposed replace existing asbestos slates with Victorian profile colourbond roof sheeting.
- Minor works application
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

SB

14.23 Portion 23 of Farm Nooitgedacht no 74, Koelenhof, Stellenbosch, S38(8)-HIA Case No.: 22092304NK0923E

Under investigation- clarity if consultation has been concluded.

SB

14.24 Farm 815, Phillipi, S38(4)-NID Case No.: 18023002WD0607M

INCOMPLETE APPLICATION:

Title deed, POA, Site photos and SG

SB

14.25 Re Farm Port Michael No 653, off the R324, Witsand, S38(8)-NID Case No.: HWC24031809SB0320

INCOMPLETE APPLICATION:

Site photographs and screener report

SB

14.26 Re of Erf 54, RE of Erf 80, Erf 344, Erf 346, Erf 608, RE of Erf 609, Erf 4070 Laingville, St Helene Bay, S35-Monitoing Case No.: HWC24020709SB0325

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Work has not start, this application is a result of NID, where HWC decided that no further studies, but a separate section 35 is required for monitoring.

DECISION

The Committee resolved to approve the application for the monitoring of the pipeworks.

SB

14.27 Erf 1368, Portion of Erf 1338, Van Riebeeck Road, Kuilsriver S38(8) - NID
Case Number: HWC24010817EJV0325

Ms Emily-Jane Vowles introduced the item.

DISCUSSION

- Facing a shortage of burial space, the CoCT Recreation and Parks Department intends to expand the existing Kuils River cemetery onto three CoCT properties; Erf1368, a portion of Erf1338 and unregistered Erf6282 which are all currently vacant land.
- The development triggers 38(1)(c) as it will exceed 5000m² and 38(1)(d) as it will require rezoning of the land, and triggers NEMA requiring a basic assessment with DEADP as the competent authority.
- TerraMare Archaeology conducted a walkover survey of the Archaeological resources and Graves and burial grounds and found no evidence of pre-colonial or other archaeological materials or burials. The applicant received consultation from Dr Bamford (Wits) who informed them of no known paleontological sensitivity.
- Ungraded
- Outside HPO
- Work has not started.
- Since there is no reason to believe that heritage resource will be impacted,

DECISION

The Committee resolved that no further studies are required.

EJV

14.28 Erf 406, 3 Church Street, Myddelton, Caledon, S34 – Additions
Case Number: HWC23081706EJV0312

INCOMPLETE APPLICATION:

HOMs requires further requirements to complete the application, as well as clarity as to the scope of the current works and the plans

EJV

14.29 Erf 51624, 46 Laurier Road, Claremont, S34 - Partial Demolition and Additions & Alterations
Case Number: HWC24030523EJV0312

INCOMPLETE APPLICATION:

HOMs require further requirements and the correct application form.

EJV

14.30 Erf 56309, 6 Paradise View Road, Claremont, S34 – Extension of a Permit
Case Number: HWC24031413EJV0319

Ms Emily-Jane Vowles introduced the item.

DISCUSSION

- The proposed works were approved in November 2021 under the case number HWC20112412KB1209E following approval by BELCom on the 28th of July.
- However, the work was delayed as it went through a Land Use Management approval process by CoCT that only concluded in October 2023, thus necessitating the extension as construction is only scheduled to start in November 2024.
- The proposed works have not changed and include the addition of a first floor conference room, narrow balcony, toilets and lobby above the existing south-eastern wing of the structure.
- A walkway is proposed to connect the existing conference room and new conference room above.
- Graded IIIB
- Outside HPO

DECISION

The Committee resolve to approve the permit extension.

EJV

14.31 Erf 830, 153 Mitchell Street, George, S34 – Additions & Alterations
Case Number: HWC24030716EJV0312

Ms Emily-Jane Vowles introduced the item.

DISCUSSION

- Works include adding a second storey to the property's outbuilding (which is not older than 60 years) and the construction of an external staircase to access it, as well as internal alterations to the outbuilding's storage room.
- The outbuilding only attaches to the main building (older than 60 years) via an existing lean-to roof.
- Ungraded
- Work has started.

DECISION

HWC cannot condone illegal work. Section 51 letter to be issued.

EJV

14.32 Erf 888397, 66 Main Road, St James, S34 – Additions & Alterations
Case Number: HWC23102313EJV0312

Ms Emily-Jane Vowles introduced the item.

DISCUSSION

- The proposed works were approved in 2019 under the case number 19082305SB08827E but were postponed and later cancelled due to covid.
- They are now reapplying with the intention to remove the existing steel escape stairs at the

mountainside of the North Wing and construct a steel walkway instead from the existing emergency exit on the first storey to the parking lot.

- The walkway will have a simple balustrade and will be galvanized and painted white with a handrail to assist the elderly or disabled. In addition to this proposed work, unauthorised renovations of room 39 (Alphen) and room 40 (Constantia) have already been completed including changing bathroom fittings, replacing carpets, removing a sash window and french window in the respective rooms and installing aluminum sliding doors and small mild steel balconies beyond. In mitigation of this unauthorised work, these doors are to be replaced with timber double doors with cottage panes to match the style of the adjacent windows.
- Graded IIIB
- Inside HPO

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

EJV

14.33 Erf 90294, 63 Main Road, Kalk Bay, S34 – Minor Works Case Number: HWC24030513EJV0312

Ms Emily-Jane Vowles introduced the item.

DISCUSSION

- On the ground floor they intend to insert two spiral staircases - one behind the Noji Clothing Boutique and one behind Kalk Bay Books, incorporate the existing toilet outbuilding into a new storeroom with new roof in the same corrugated metal as the existing roof, and insert a new door and window into the existing outbuilding wall.
- On the first floor they intend to create two new voids in the floor to accommodate the staircases and insert two new internal doors in the drywall.
- Therefore, there will be no changes to the character of the structure, especially in terms of its context in typifying the early 20th century architecture and fenestration of Kalk Bay Main Road shopfronts.
- Minor works application
- Graded IIIB
- Inside HPO
- Work has not started.

DECISION

The Committee resolved to approve the application as the proposal does not negatively impact on heritage resources.

EJV

14.34 Erf 971, 38 Woodside Drive, Pinelands, S34 - Alterations Case Number: HWC24022714EJV0319

INCOMPLETE APPLICATION:

HOMs requires the conservation body comment and correct application form.

EJV

14.35 Farm 1768 Rem, Olyven Road, Wellington, S38(4) - NID
Case Number: HWC24031406EJV0325

Ms Emily-Jane Vowles introduced the item.

DISCUSSION

- Construction of a new workers' cottage and store near the existing buildings on the farm. Development details list 38(1)(c) as a potential change in the character of the site.
- Ungraded
- Outside an HPO
- Since there is no reason to believe that heritage resource will be impacted,

DECISION

The Committee resolved that no further studies are required.

EJV

15. Other Matters

16. Adoption of Resolutions and Decisions

CN moves to adopt and SJ seconds the adoption of resolutions and decisions.

17. Closure: 11:30

18. Date of Next Meeting

8 April 2024

MINUTES APPROVED AND SIGNED BY:

CHAIR: _____

SECRETARY: _____

Annexure A – HWC Heritage Officer Meetings

Abbreviations

APHP - Association of Professional Heritage Practitioners
AHP - Agulhas Heritage Society
BKCA - Bo-Kaap Civic Association
BKYM - Bo-Kaap Youth Movement

ASAPA - Association of Southern African Professional Archaeologists
ABHC - Associated Bibbys Hoek Conservancy (Knysna)
BELCOM - Built Environment and Landscapes Committee
CBCRA - Camps Bay Clifton Ratepayers Association

CIBRA - City Bowl Ratepayers ' & Residents Association
CoCT – City of Cape Town
CTHT – Cape Town Heritage Trust
CRM - Cultural Resources Management
DRHCA - De Rust Heritage Conservation Association
Docomomo South Africa
DHS -Durbanville Heritage Society
EHM – Environmental Heritage Management department
FoBCA- Friends of Blaauwberg Conservation Area
FE - Friends of Elim
GLCA- Greater Lynfræe Civic Association
GPRRA - Green Point Ratepayers & Residents Association
HVA- Harfield Village Association
HMB - Heritage Mossel Bay
HVTA - Hex Valley Tourism Association
HBRRA - Hout Bay & Ratepayers and Residents Association
HIA - Heritage Impact Assessment
ILASA - Institute for Landscape Architecture in South Africa
KBHA - Kalk Bay Historical Association
KBSJRR - Kalk bay-St James Ratepayers & Residents Association
LKID - Lower Kenilworth Improvement District
MHCS - Muizenberg Historical Conservation Society
NCW – Not Conservation Worthy
NEMA - National Environmental Management Act (No. 107 of 1998)
NID - Notification of Intent to Develop
NCOA - Noetzie Conservancy Owners Association
OH - Oudtshoorn Heritage
Paarl300 Foundation
PRRA - Pinelands Ratepayers & Residents Association
PACF - Prince Albert Cultural Foundation
SAHRA - South African Heritage Resources Agency
SRHS - Salt River Heritage Society
SFB - Sea Point,Fresnaye & Bantry Bay Ratepayers & Residents Association
SvdSF - Simon van der Stel Foundation Cape Town
STHS - Simon's Town Historical Society
SHF - Stellenbosch Heritage Foundation
SHCT - Stillbaai Heritage Conservation Trust
GHT - George Heritage Trust
RVRA- Rustenburg Valley Residents Association
TRHCS - Touws River Heritage and Conservation Society
VASSA - Vernaclar Architecture Society of South Africa
WUECAG - Walmer/University Estate Conservation Action Group
WCAC - West Coast Aboriginal Council
WAAC - Woodstock Aesthetic Advisory Committee
WHCS - Worcester Heritage & Conservation Society
WRRRA - Wynberg Residents and Ratepayers Association

CSDBOA - Clifton-On-Sea & District Bungalow Owners Association
CTHF - Cape Town Heritage Foundation
CRRA - Constantia Ratepayers & Residents Associations
CMP – Conservation Management Plan
DWCA - De Waterkant Civic Association
DHF - Drakenstein of Heritage Foundation
EMPr - Environmental Management Program
FHRA -Franschhoek Heritage and Ratepayer Association
FoCVGB - Friends of Constantia Valley Green Belts
GBRM - Great Brak River Museum
GVHAG- Greater Vredehoek Heritage Action Group
GCS - Greyton Conservation Society
HRF - Heldeberg Renaissance Foundation
HOMs - Heritage Officers Meeting
HPO – Heritage protects overlay

HWC – Heritage Western Cape
IACom - Impact Assessment Committee
IGIC - Inventories, Gradings and Interpretations Committee
KHS - Kommetjie Heritage Society
MGHS - McGregor Heritage Society
NHC - Napier Heritage & Conservation
NASDB - Nelspoort Agency of Sustainable Development body
NHRA - National Heritage Resources Act (No. 25) of 1999
NRA - Newlands Residents Association
OCA - Observatory Civic Association
OHAC - Overstrand Heritage and Aesthetics Committee
PPP - Public Participation Process
PHCT - Pniel Heritage and Cultural Trust
RMCA - Rosebank and Mowbray Planning & Architectural Committee
SAHRIS - South African Heritage Resources Information System
SPFA - Sea Point for All Group

SHC - Stanford Conservation Trust & Stanford Heritage Committee
SIG - Stellenbosch Interest Group
SHA - Swellendam Heritage Association
OWVS - Old Wynberg Village Society
TVHF - Tulbagh Valley Heritage Foundation
UCRRA- Upper Claremont and Residents and Ratepayers Association
WERRA - Walmer Estate Ratepayers and Residents Association
 Ward 2 Forum
WCC- Whale Coast Conservation
WRA - Woodstock Residents Association
WECA - Wynberg East Civic Association